

## NORWICH DEVELOPMENT REVIEW BOARD

### MINUTES

December 1, 2011

Tracy Hall Meeting Room

**Members present:** John Lawe, Stanley Teeter, Nancy Dean, George Loveland, Arline Rotman, Ernie Ciccotelli

**Members not present:** Folger Tuggle

**Alternates present:** Don McCabe   **Alternates not present:** Bill Lyons

**Clerk:** Phil Dechert   **Others:** Peter Griggs, Sydney Smith, Charlotte Metcalf and Tim Rockwood

1. The meeting was called to order by the Chair, John Lawe, at 7:08 PM.

2. **Minutes** – November 17, 2011 approved without changes.

#### 3. Administrative Issues:

- Future Schedule & Agendas
  - December 15, 2011 – No hearings scheduled
  - January 5, 2012 – Mohr Hearing

#### 4. Amendments to Subdivision Regulations

There were no additional comments on the draft subdivision regulations reviewed by the Board. There was a discussion possible criteria for development on slopes.

5. **Membership** – No applications have been submitted to the Selectboard.

6. **Public Hearing #38BSUB11** – Final Plan Review of a Minor 2-lot Subdivision and two Boundary Line Adjustments at 742 Vermont Route 132 (05-095a) and 97 Kerwin Hill Road (05-095b) by Timothy Rockwood, Applicant and Charlotte Metcalf, Trustee, Landowner.

**Members Participating:** Lawe, Teeter, Dean, Ciccotelli, McCabe

**Applicants/Landowners:** Charlotte Metcalf, Tim Rockwood - Rockwood Land Services, LLC

**Interested Persons:** None

John Lawe, Chair opened the hearing at 7:30 PM.

The record in this case includes the following documents:

#### Submitted by Applicants

- A-1 Application #38BSUB11, submitted by Applicant, dated 10/18/11.
- A-2 Narrative, prepared by Rockwood Land Services, LLC, dated 10/13/11.
- A-3 Current Parcel Configuration Plan, prepared by Rockwood Land Services, LLC, dated 10/13/11.
- A-4 Proposed Parcel Configuration Plan, prepared by Rockwood Land Services, LLC, dated 10/13/11.
- A-5 Proposed Development Envelopes, prepared by Rockwood Land Services, LLC, dated 10/13/11.

- A-6 Vermont Land Trust Letter, submitted by Applicant, dated 10/19/11.
- A-7 Final Plans, prepared by Rockwood Land Services, LLC, dated 11/28/11:
  - a. Sheet 1 of 3;
  - b. Sheet 2 of 3; and
  - c. Sheet 3 of 3.

Submitted by Zoning Administrator

- ZA-1 Documents and Interested Parties list, dated 11/29/11.
- ZA-2 Ortho Base (2009) Photo of Subdivision and Boundary Line Adjustment, dated 10/11.
- ZA-3 Boundary Line Adjustment Summary Sheet, dated 11/3/11.
- ZA-4 Density Calculation Sheet for Clark Property, dated 4/25/07, submitted 11/3/11.

The Final Plans (3 sheets) were introduced as Exhibits A-7a, b and c.

There were no specific requests for additional information in the Preliminary Plan Review decision dated November 22, 2011. However, it was requested that specified acreage between the towns of Thetford and Norwich, Development Envelopes and reference to the Vermont Land Trust letter be added to the Final Plan.

Ciccotelli moved to close the Final Plan Review hearing. The motion was seconded by Dean and was approved 5-0. The hearing was closed at 7:45 PM.

**Public Hearing #43BSUB11** – Preliminary Plan Review of a Minor Subdivision Application by Peter Griggs and Sydney Smith, Applicants and Peter Griggs et al, Landowners, to divide Lot 20-064.200 into 2 lots of 3.1 acres and 63 acres at 256 Dutton Hill Road.

**Members Participating:** John Lawe, Stanley Teeter, Nancy Dean, Ernie Ciccotelli, Don McCabe, George Loveland, Rotman

**Applicants/Landowners:** Peter Griggs and Sydney Smith

**Interested Persons:** None

John Lawe, Chair opened the hearing at 7:52 PM.

The record in this case includes the following documents:

Submitted by Applicants

- A-1 Application #43BSUB11, dated 11/4/11.
- A-2 Survey for Abbie Harriet Metcalf, by K.A. LeClair Associates, Inc., dated 9/29/97, submitted by Applicant on 11/4/11.

Submitted by Zoning Administrator

- ZA-1 Documents and Interested Parties List, dated 11/4/11.
- ZA-2 Ortho Base Map Sketch (2009) for Griggs Subdivision, dated 11/11.
- ZA-3 Ortho Base Map Sketch (2009) for Griggs Subdivision (close up of Development Envelope on new parcel), dated 11/11.
- ZA-4 Checklist for Development Envelopes Table, dated 11/16/11.
- ZA-5 Density Calculation Sheet, dated 6/12/08, submitted 11/16/11.

**Site Visit Report** – Dechert reported there was a site visit at 4:00 PM prior to the hearing attended by members Lawe, Dean, Teeter, Ciccotelli, Loveland, Rotman, McCabe; and the DRB

Clerk, Dechert. The applicants were not in attendance. The inspection included the driveway, existing house and accessory buildings, and the approximate boundaries for the development envelope and the new lot.

The existing driveway strip of land for the driveway is a minimum of 50' wide and the driveway appears to meet the driveway specifications in Section 3. Peter Griggs explained that the purpose of the subdivision was to separate out Lot 2 consisting of the existing house from the common family land.

Dechert discussed that Lot 1 consisting of 63 acres did not need a development envelopment as there will be no development on the property. If development is planned in the future, the permit will need to be amended. Lot 2 consisting of 3.1 acres is already developed and the proposed development envelope includes the developed area.

Rotman moved to close the Preliminary Plan Review hearing. The motion was seconded by Ciccotelli and was approved. The hearing was closed at 8:10 PM.

The meeting was adjourned at 8:15 PM.

Phil Dechert, Clerk

*APPROVED 1-5-12*