

## NORWICH DEVELOPMENT REVIEW BOARD

### MINUTES

May 17, 2012

Tracy Hall Meeting Room

**Members present:** John Lawe, Stanley Teeter, George Loveland, Arline Rotman, Nancy Dean, Ernie Ciccotelli, and Folger Tuggle (on speaker phone)

**Members not present:**

**Alternates present:** John Carroll    **Alternates not present:** Don McCabe, Bill Lyons

**Clerk:** Phil Dechert    **Others:** Peter Griggs, Sydney Smith

1. The meeting was called to order by the Chair, John Lawe, at 7:10 PM

2. **New Member** – The Chair welcomed John Carroll as a recently appointed alternate member.

### 3. Election of Officers

The Clerk accepted nominations for Chair. John Lawe was nominated. There were no other nominations. John Lawe was elected Chair by unanimous vote.

The Clerk accepted nominations for Vice-Chair. Nancy Dean was nominated. There were no other nominations. Nancy Dean was elected Vice-Chair by unanimous vote.

4. **Minutes** – March 15, 2012 approved with minor changes.

### 5. Administrative Issues:

- Future Schedule & Agendas
  - June 7 - Carleton – Final Subdivision & DE Hearing Pending
  - June 21 – No hearings scheduled
- “Public Hearing Procedures – April 21, 2011” was reviewed and no changes were requested
- “Rules of Procedure – April 1, 2010” were reviewed. Modifications were suggested for sections 206 and 701 (b). The Clerk will draft proposed changes for the next meeting. Section 802 states that all appeals of DRB decisions will be “on the record”. A suggestion to allow some types of hearings to be “de novo” was not accepted but may be considered at a later date.

### 6. Public Hearings:

**#43BSUB11** – Final 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

**Members Participating:** Teeter, Lawe, Loveland, Dean, Ciccotelli, Rotman, Tuggle (by speaker phone).

**Applicant/Landowner:** Peter Griggs, Sydney Smith

**Interested Persons:** None

The Chair opened the hearing at 7:40 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.
- A-3 Survey for Abbie Harriet Metcalf, by K.A. LeClair Associates, Inc., dated 9/29/97, submitted by Applicant on 04/30/12.

Submitted by Zoning Administrator

- ZA-1 Documents and Interested Parties List, dated 04/26/11
- 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
- ZA-6 DRB Preliminary Plan Review Decision, dated 12/19/11.
- ZA-7 Schematic of Development Envelope to be recorded with Conditions dated 5/17/12.

The Clerk entered Exhibit #ZA-7 - Schematic of Development Envelope prepared by the Zoning Administrator to be recorded with Conditions. The scale of the base survey will not allow for the schematic to be included on the recorded survey.

Exhibit #ZA-7 will be recorded with the conditions and the recorded Final Plan will note the existence of the Development Envelope and where the schematic is recorded.

There were no other issues for consideration for Final Plan Review.

Dean moved to close the Conditional Use Review hearing. The motion was seconded by Rotman and was approved 7-0. The hearing was closed at 8:14 PM.

The meeting was adjourned at 8:16 PM.

Phil Dechert, Clerk

*APPROVED 6/7/12*