

**NORWICH DEVELOPMENT REVIEW BOARD
MINUTES**

October 2, 2014

Tracy Hall Meeting Room

Members present: Lawe, Teeter, Dean, Carroll, Rotman

Members not present: Tuggle, Ciccotelli

Alternates present: Stucker, McCabe **Alternates not present:**

Clerk: Phil Dechert **Others:** Buff McLaughry, Suse McLaughry, Mike Hall and Skip Nalette

1. The meeting was called to order by the Chair, John Lawe, at 7:06 PM
2. **Minutes** – The following minutes were approved without change: 8-7-14

3. Administrative Issues

- a. Future Schedule & Agendas
 - i. October 16, 2014 – No Hearings Scheduled
 - ii. November 6, 2014 - No Hearings Scheduled
- b. Open Meeting Law Changes and DRB Bylaw changes:
Draft Revisions of DRB Rules of Procedure ver. 7-14-14 includes changes based on the revised “Open Meeting” statute and minor changes reflecting current practices was reviewed. The definition of “interested persons” will be revised to match the statute. Dean moved to adopt the Revised DRB Rules of Procedure. The Motion was seconded by Rotman and adopted 6-1 (Carroll against).
- c. DRB: Hearings & Appeals Information handout: The current draft may be too detailed to serve the purpose of informing hearing participants of the key elements of participation by “interested persons” and “on the record” appeal. Clerk will send out a revised draft.
- d. “Approve Agenda” will be the first item on future DRB Agendas.

4. **Public Hearings: 7:36 PM – #33BSUB14:** Final Plan Review of a Subdivision Application by the Daniel S. Fraser Trust, Applicant and Landowner to divide Lot #10-059.000 into 2 lots at 137 Turnpike Road.

Members Participating: Lawe, Teeter, Dean, Carroll, Rotman, Stucker, McCabe

Applicant: Skip Nalette – Pathways Consulting for Applicant

Interested Persons: None

The record in this case includes the following documents:

Submitted by Applicants

- A-1 Application #33BSUB14, dated 8-22-14
- A-2 Conceptual Subdivision Plan, by Pathways Consulting, LLC, dated 6-20-14
- A-3 Subdivision Plan (revised), by Pathways Consulting, LLC, dated 9-11-14

Submitted by Zoning Administrator

- ZA-1 Documents and Interested Parties list, dated 9-16-14
- ZA-2 Zoning Administrator Report, dated 7-3-14
- ZA-3 Checklist for Development Envelopes, dated 7-3-14
- ZA-4 Development Envelopes Sketch, dated 7-3-14
- ZA-5 Preliminary Plan Review Decision, by the DRB, dated 8-22-14

ZA-6 Driveway Access Memo: review of access driveway to Lot 2, by the Director of Public Works, dated 9-15-14

Skip Nalette explained the Final Subdivisions Plan which included a clear delineation of Development Envelopes with measurements. (A-3).

A memo from Andy Hodgdon (ZA-6) was discussed with regard to existing driveway to existing accessory buildings on proposed Lot 2; a new driveway access permit will not be needed.

Dean moved to close the final hearing. Rotman seconded the motion and the motion passed 7-0. The final hearing was closed at 7:43 PM.

5. Public Hearing: #50BSUB14: Final Plan Review of a Subdivision Application by Buff McLaughry, Applicant and Susan F. McLaughry, Landowner to divide Lot #09-046.000 into 2 lots at 1093 Bragg Hill Road.

Members Participating: Lawe, Teeter, Dean, Carroll, Rotman, Stucker, McCabe

Applicant: Buff McLaughry

Landowner: Suse McLaughry

Interested Persons: Mike Hall

The Chair opened the hearing at 7:45 PM.

The record in this case includes the following documents:

Submitted by Applicant

A-1 Application #50BSUB14, dated 9-5-14

A-2 Survey including new lot, by Pathways Consulting, LLC, dated 6-25-14

A-3 Narrative, dated 9-15-14

A-4 Site Plan, by Pathways Consulting, LLC, dated 9-12-14

a. Site Plan, Sheet 1 of 3

b. Wastewater Disposal Details, Sheet 2 of 3

c. Erosion Control Details, Sheet 3 of 3

Submitted by Zoning Administrator

ZA-1 Documents and Interested Parties list, dated 9-22-14

ZA-2 Checklist for Development Envelopes, dated 9-8-14

ZA-3 Ortho Base (2011) Photo of Site Plan, dated 8-14

Site Visit Report: 4:30 PM at 1093 Bragg Hill – Report by Dechert: Members: Lawe, Dean, Teeter, Rotman and Stucker. Clerk: Dechert Applicant: Buff and Suse McLaughry

Buff McLaughry showed the proposed locations of the house, attached garage/apartment, septic field, pond, and “no-mow” buffer area. Most of the area to be developed is on an open field. There will be some removal of trees to accommodate the setback of the driveway from the septic field. The development area is bordered by Class II wetlands on the west and south.

Buff McLaughry explained that in 1994 they donated a conservation easement for 119 acres of the 133.5 acre lot to the Upper Valley Land Trust, keeping 10 acres surrounding the existing home and barns, and retaining this 4.4 acre parcel for future development. Of this 4.4 acre parcel only about 1 acre is developable land without infringing on wetlands.

Applications for wastewater and wetland permits have been submitted to the state and have preliminary approval from state. The Applicant is waiting for the final permits. The

wastewater permit will be issued after the wetland permit is issued. The state is requiring a “no-mow” buffer area between the house and the wetlands. The new pond will enhance the wetlands.

The proposed driveway will follow the existing logging road except for a section relocated into existing wooded area to meet setback requirements from the septic field. Re-grading will bring the maximum centerline grade down to 7.5%. A Driveway Access permit is pending.

An existing approved dry hydrant is located less than a half mile from the house on Bragg Hill Road. Utilities will come from a pole on the other side of the road to a new pole along the driveway and then underground to the house.

The final plan will include approximate dimensions of the development envelope. Construction may not begin until state wetland and wastewater permits have been issued.

Rotman moved to close the final hearing. Dean seconded the motion and the motion passed 7-0. The final hearing was closed at 8:20 PM.

3. Administrative Issues

DRB: Hearings & Appeals Information Handout – Discussion continued.

The meeting was adjourned at 9:20 PM.

Phil Dechert, Clerk

APPROVED 11/6/14