

NORWICH DEVELOPMENT REVIEW BOARD

MINUTES

November 6, 2014

Tracy Hall Meeting Room

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

Members not present: Ciccotelli, Rotman

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

Clerk: Phil Dechert **Others:** Tom Porter, Daniel Jameson, Katherine Cook, Dan Cook

1. The meeting was called to order by the Chair, John Lawe, at 7:04 PM
2. **Agenda** - approved
3. **Public Comments & Announcements** – There were no public comments
4. **Minutes** – The following minutes were approved without changes: 10-2-14
5. **Administrative Issues**
 - a. Future Schedule & Agendas
 - i. December 4, 2014 – No Hearings Scheduled but an appeal is pending
 - b. DRB: Hearings & Appeals Information handout – Clerk will revise the Interested Persons language
 - c. Revised DRB Rules of Procedure – Clerk will revise the Interested Persons language in Section 704 for clarity.
 - d. Other Administrative Issues

6. **Boundary Line Adjustment - Review**

59BLA14 Barton/Zentmaier - Transfer 3 acres from 11-093.000b, Kurt A. & Laura Zentmaier, Landowners (undeveloped lot) to 11-093.100, Celina & Philip Barton, Landowners (developed lot)

The Clerk presented a memo and map describing the proposed boundary line adjustment.

Tuggle moved that the proposed Boundary Line Adjustment #59BLA14 conforms to the criteria in Section 2.1(E)(1) NSR and therefore the Zoning Administrator is authorized to issue an administrative permit for the Boundary Line Adjustment. The motion was seconded by Dean and was approved 6-0.

7. **Boundary Line Adjustment - Review**

#60BLA14 Porter/Simons - Exchange .2 acre parcels between 11-152.400, Tom & Misty Porter, Landowners (developed lot) and 11-152.500, Kathy & Richard Simons, Landowners (developed lot).

The Clerk presented a memo and map describing the proposed boundary line adjustment exchanging .2 acres between 11-152.400, Porter at 128 Mystic Drive and 11-152.500, Simons, at 98 Mystic Drive. The .2 acres from 11-152.500 to 11-152.400 will extend the property line to include an existing barn owned by the Porters. The .2 acres being transferred from 11-152.400 to 11-152.500 will be for view protection for Simons. A driveway easement for Porter will be included on the plan and deed.

Carroll moved that the proposed Boundary Line Adjustment #60BLA14 conforms to the criteria in Section 2.1(E)(1) NSR and therefore the Zoning Administrator is authorized to issue an administrative permit for the Boundary Line Adjustment. The motion was seconded by Tuggle and was approved 6-0.

8. Public Hearings:

#56BCU14: Conditional Use Application by Daniel Jameson and Katherine Cook, Applicants and Daniel and Debra Cook, Landowners to build an accessory dwelling on Lot 11-046.000 at 581 Union Village Road.

Members Participating: Lawe, Teeter, Dean, Carroll, McCabe, Tuggle

Applicants: Daniel Jameson and Katherine Cook

Landowner: Daniel Cook

Interested Persons: None

The Chair opened the hearing at 7:30 PM.

The record in this case includes the following documents:

Submitted by Applicant

A-1 Application #56BCU14, dated 10/17/14

Submitted by Zoning Administrator

ZA-1 Document and Interested Parties List, dated 10/22/14

ZA-2 Zoning Administrator Review Summary, dated 10/22/14

ZA-3 Ortho Base (2011) of Property with Site Plan, submitted 10/22/14

a. Photo of full view of Property with Site Plan, dated 10/14

b. Photo of close up area of Site Plan, dated 10/14

Site Visit Report: Dechert reported - 4:00 PM at 581 Union Village Road –Members: Lawe, Dean, and Teeter - Clerk: Dechert - Applicants: Daniel Jameson and Daniel Cook. Jameson and Cook showed the proposed locations of the accessory dwelling, the Development Envelope and the access driveway from Bradley Hill Road to the new accessory dwelling. There was discussion regarding the distance of the driveway access from the intersection with Union Village Road.

Dechert described the proposed project using exhibits ZA-3a & b. The proposed accessory dwelling will be within a development envelope approximately 250 feet southwest of the existing primary dwelling near the intersection of Bradley Hill Road and Union Village Road. A new driveway accessing the development envelope from Bradley Hill Road from approximately 120 feet up from Union Village Road.

The Board reviewed the project's compliance based on the Zoning administrator Report (ZA-2). The following issues were identified:

Section 4.12 (A) Accessory Dwellings

Conditions will be required in the decision for items (6) - both dwelling units retained in same ownership & (7) – only one of the units may be rented at one time.

Section 5.04 Conditional Use Review

Condition - Prior to start of construction, a Driveway Access permit will be required from the town, and Wastewater and water supply permits will be required from the state.

Section 5.07 Development Envelope Review

Members expressed some concerns with above ground utility lines, but there may be some constrictions due to ledge.

Tuggle moved to close the final hearing. Dean seconded the motion and the motion passed 6-0. The final hearing was closed at 8:05 PM.

The meeting was adjourned at 8:23 PM.

Phil Dechert, Clerk

APPROVED 12/4/14