

NORWICH DEVELOPMENT REVIEW BOARD

MINUTES

January 15, 2015

Tracy Hall Meeting Room

Members present: Lawe, Teeter, Carroll, Dean

Members not present: Rotman, Ciccotelli, Tuggle

Alternates present: McCabe, Stucker

Alternates not present:

Clerk: Phil Dechert **Others:** Cam Brown, Nancy Crumbine

1. The meeting was called to order by the Chair, John Lawe, at 7:06 PM
2. **Agenda** - approved
3. **Public Comments & Announcements** – None
4. **Minutes** – The following minutes were approved without changes: 12-4-14
5. **Administrative Issues**
 - a. Future Schedule & Agendas
 - i. January 29, 2015 and February 5, 2015 – No Hearings Scheduled
 - b. Revised DRB Rules of Procedure – It was agreed to stay with the Rules of Procedure as approved on 10-2-14.
 - c. Issue of Participation of Interested Parties is decided by Environmental Court.
 - d. Appeals of Interested Parties Notice – Approved version presented at last meeting.
 - e. VLCT – Lawe reported that there must be swearing in of attorneys at hearings.
 - f. Zoning Regulation change recommendation for Planning Commission relating to Accessory Structures:
 - i. Limitation on size of accessory structures.
 - ii. Proximity to the primary structure - possible grouping of buildings
 - iii. Storage of non-residential products such as lumber.

6. **Public Hearing:**

#13BSUB14: Final Plan Review of a Subdivision Application by Judith A. Currier, Trustee, Applicant and the Rose Z. Dyke Trust, Landowner to divide Lot 15-052.000 into 3 lots at 276 Hopson Road.

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

Applicant: Cam Brown, Agent

Landowner:

Interested Persons: Nancy Crumbine

Clerk: Dechert

Others:

The record in this case includes the following documents:

Submitted by Applicants

- A-1 Application #13BSUB14, dated 4-25-14
- A-2 Site Plan with Development Envelopes, dated 4-29-14
- A-3 Onsite Jurisdictional Wetland Delineation Report, by BAG Land Consultants, dated 6-2-14
- A-4 Final Site Plan with Development Envelopes, by Rockwood Land Services, LLC, dated 12-17-14
- A-5 Conceptual Driveway (Sheet C1), by Rockwood Land Services, LLC, dated 12-17-14
- A-6 Lot 2 Profile – Scenic Sight Lines, submitted 12-18-14
- A-7 Lot 3 Profile – Scenic Sight Lines, submitted 12-18-14
- A-8 Private Highway Waiver Request, submitted 12-29-14

Submitted by Zoning Administrator

- ZA-1 Documents and Interested Parties list, dated 1-5-15
- ZA-2 Ortho Base (2011) Photo of Site Plan, dated 5-14
- ZA-3 Checklist for Development Envelopes, dated 4-30-14
- ZA-4 Zoning Administrator Report, dated 4-30-14
- ZA-5 Density Calculation Sheet, dated 1-10-11
- ZA-6 Norwich Fire Department Review Sheet, dated 5-9-14
- ZA-7 DRB Preliminary Plan Review Decision, dated 6-20-14
- ZA-8 Norwich Department of Public Works Review of Driveway Access, dated 1-5-15
- ZA-9 NFD Private Highway Waiver Memo, dated 1-14-15
- ZA-10 Norwich Private Highway Specification – Section 3.5, adopted 2-11-03

The Chair opened the Public Hearing at 7:35 PM

A motion was made and seconded to enter Exhibits A-1 through A-8 and ZA-1 through ZA-10 in the record. The motion passed 6-0.

The Board reviewed the Recommendations in the Preliminary Plan Review along with a Final Plan with development envelope dimensions, location of wetlands and potential wetlands, and the access road with centerline grades and other specifications indicating conformance with the Private Highway Specifications and the Norwich Zoning Driveway Standards.

A memo from the Director of Public Works requests widening the entrance at Hopson Road and paving the first 75' of the driveway where the grade is steeper. The paving will minimize surface material eroding onto the town highway and also facilitate winter maintenance. The driveway access permit will be issued with these conditions. Nancy Crumbine, an abutter requested that the widening of the driveway entrance not disturb her property. The applicant questioned whether paving was required before other construction.

Documentation from the Vermont Wetlands Ecologist confirming her verbal approval of the wetlands delineation report by a private consultant has not yet been received. Receipt of this documentation will be a condition for starting road construction. Site line profile sketches of the view from Hopson Road indicated that development in either of the development envelopes will have minimal visual impact on the Scenic Corridor. The utilities to Lots 2 and 3 will be underground. A Driveway Maintenance Agreement will be created and recorded in the Land Records and included in Deeds. The existing stone wall along the northeast boundary of proposed Lot 1 will be maintained and not removed.

The Application included a waiver request to allow centerline grades exceeding the 12% maximum grade permitted in the Norwich Private Highway Specifications for roads serving two to three lots. The grades on the access road are between 12% and 14%. Due to ledge and proximity of wetlands, the grade cannot be reduced. The Norwich Fire Chief and the Director of Public Works requested as conditions of granting the Waiver the Board require:

1. Fire sprinklers systems in all new residential structures
2. An 8' x 40' turn-out as shown on the plans
3. Paving the first 75' of the driveway at Hopson Road

Dean moved to close the hearing. Stucker seconded the motion and the motion passed 6-0. The hearing was closed at 8:20 PM

The meeting was adjourned at 8:30 PM.

Phil Dechert, Clerk

APPROVED 3/19/15