

**NORWICH DEVELOPMENT REVIEW BOARD
MINUTES**

January 19, 2017
Tracy Hall Meeting Room

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

Members not present: Rotman, Stucker **Alternates present:** Pitiger

Alternates not present: McCabe

Clerk: Phil Dechert **Others:** Beth Perry and Jeff Reed

1. The meeting was called to order by Lawe, at 7:17 PM
2. **Agenda** – Approved
3. **Public Comments & Announcements** – None
4. **Minutes** – The 1-5-17 minutes were approved without changes
5. **Administrative Issues**
 - a. Future Schedule & Agendas:
 - i. February 2, 2017 – No Hearing Scheduled
 - ii. February 16, 2017 – No Hearing Scheduled
 - b. Other Administrative Issues -
 - i. Three members terms are expiring in 2017
 1. Sue Pitiger (alternate);
 2. Ernie Ciccotelli; and
 3. Richard Stucker
 - ii. Update of DRB Rules of Procedure will be discussed at a future meeting

6. Public Hearings:

#44BCU16: Conditional Use and Adaptive Re-Use Review of Application by Elizabeth S. Perry and Jeffrey Reed, Applicants and Landowners, to use an existing historic barn for an event-based home industry on Lot 15-010.200 at 5 Happy Hill Road. Application will be reviewed under the Norwich Zoning Regulations.

The record in this case includes the following documents:

Submitted by Applicants

- A-1 Application #44BCU16, dated 12/2/16
- A-2 Narrative, received 12/2/16
- A-3 Site Plan, received 12/2/16
- A-4 The Barn at Happy Hill Rental Agreement, revised 1/11/17

Submitted by Zoning Administrator

- ZA-1 Document and Interested Parties List, dated 1/4/17
- ZA-2 ZA Report, dated 1/4/17
- ZA-3 Photos of Existing Site
 - a. Barn; and
 - b. Barn and House
- ZA-4 Norwich Police Chief memo, dated 1/17/17

Submitted by Interested Parties

IP-1 Letter from Rebecca Shaw Sheehan (abutter at 15 Happy Hill RD), dated 1/2/17

IP-2 Email from Elisabeth W. Russell, (abutter at 11 Cossingham RD), dated 1/4/17

The Chair opened the Public Hearing at 7:30 PM continued from 1-5-17.

Present: Members: Dean, Pitiger, Teeter, Carroll, Lawe, Ciccotelli

Clerk: Dechert

Applicants: Beth Perry and Jeff Reed

Interested Parties: None

Dean moved to accept Exhibit A-4 as Revised with changes highlighted for the record. The motion was seconded by Carroll. The motion passed 6-0.

The highlighted revisions to the Rental Agreement were discussed. A condition is to be added to the DRB Decision that any future changes to the Renter Agreement must be filed with the Planning Office.

Dean moved to accept Exhibit ZA-4 for the record. The motion was seconded by Carroll. The motion passed 6-0.

Dean moved to close the hearing. Carroll seconded the motion and it passed 6-0. The hearing was closed at 7:42 PM.

#29PUD16: Margot Avery Trust (Continued from 12-1-16). A Planned Unit Development Review of an Application by Craig Hervey Housewright Construction, Inc., Applicant and the Margot Avery Trust, Landowner of Lot 09-022.000 (with an existing home). The proposed development to add 3 dwelling units, 2 writers' cottages, a pool house, recreation facility and accessory structures at 297 Tucker Hill Road, on 112.4+/- acres. Application will be reviewed under the Norwich Zoning Regulations and the Norwich Subdivision Regulations.

Dean moved to accept Exhibit A-9, Applicant's request to postpone the January 19, 2017 continued Public Hearing. Pitiger seconded and it passed 6-0.

A future date for the hearing to continue was not included in the request. In order to keep the hearing open, the Board selected March 2, 2017. The Applicant may request an additional continuance to another date and time if needed.

Dean moved to continue the hearing to March 2, 2017 at 7:30. Carroll seconded and it passed 6-0.

The meeting adjourned at 8:05 PM

Phil Dechert, Clerk

APPROVED 4/7/17

Development Review Board Agendas & Minutes are available at:

<http://norwich.vt.us/development-review-board/>