

**NORWICH DEVELOPMENT REVIEW BOARD
MINUTES**

September 21, 2017
Tracy Hall Meeting Room

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

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

Alternates not present:

Clerk: Phil Dechert

Others: Carla Kimball, Glenn Gurman, John Eller, John Roback, Simon Pearce

1. The meeting was called to order by Lawe, at 7:10 PM
2. **Agenda** – Approved
3. **Public Comments & Announcements** – None
4. **Minutes** – The 5-18-17 minutes were approved with change
5. **Administrative Issues**
 - a. Future Schedule & Agendas:
 - i. October 5, 2017 – No Hearing Scheduled
 - ii. October 19, 2017 – Tentative Hearing
 - b. Other Administrative Issues -
 - c. Future Meeting Potential Agenda Items:
 - i. Discussion of Update on Rules of Procedure, and
 - ii. PC Update on Draft Zoning Regulation

7. Boundary Line Adjustment:

32BLA17 Derksen/Miller - Review

The Boundary Line Adjustment proposes to:

- Transfer – Approximately .19 acres from 11-057.000, Paul D. Derksen, Leah Wolk (Derksen), Landowners, (developed Lot 1) to Lot 11-059.000, Candace D. and Chester V. Miller, Landowners, (developed Lot 2)
- Transfer - Approximately .19 acres from Lot 2 to Lot 1.

The Board, after reviewing the BLA application, determined that it complies with the criteria for a BLA.

A motion was made by Ciccotelli that the proposed Boundary Line Adjustment #32BLA17 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 Carroll and was approved by a vote of 7-0.

8. Public Hearing: 7:30 PM

- a. **#24APP17** – Variance Application by Carla E. Kimball, Trustee for the Carla E. Kimball Revocable Trust, Applicant and Landowner at 446 New Boston RD, Lot #10-174.000 for a variance to build a shed within the setback from the town highway right-of-way. Application to be reviewed under the Norwich Zoning Regulations.

The record in this case includes the following documents:

Submitted by Applicant

- A-1 Application #24APP17, dated 8-18-17
- A-2 Site Plan Drawing, dated 8-18-17
- A-3 Photos of Existing Site, dated 8-20-17
 - a. Image A Looking North;
 - b. Image B Looking West; and
 - c. Image C Looking South.

Submitted by Zoning Administrator

- ZA-1 Documents and Interested Parties list, dated 9-21-17
- ZA-2 ZA Report, dated 8-22-17
- ZA-3 Shed Placement on an Ortho Photo, dated 8-18-17
- ZA-4 Department of Public Works Review, dated 9-21-17

The Chair opened the Public Hearing at 7:32 PM.

Present: Members: Lawe, Stucker, Dean, Pitiger, McCabe, Teeter, Carroll, & Ciccotelli

Clerk: Dechert

Applicant: Carla Kimball

Interested Parties: None

Site Visit Report: Dechert reported - 4:00 PM at 466 New Boston Road –

Present: Members: Lawe, Dean, Pitiger - Clerk: Dechert - Applicant: Carla Kimball

Members viewed the site including the distance of the new shed to the highway right of way and the lack of alternative sites for the shed due to size and terrain of the lot.

A motion was made and seconded to accept all of the Exhibits listed in Exhibit ZA-1 for the record. The motion passed 7-0.

The Applicant explained the need for the shed and the lack of alternative locations. The Clerk reviewed the ZA Report (ZA-2) indicating compliance with the criteria for granting a variance. The Board reviewed the other exhibits.

Ciccotelli moved to close the hearing. Dean seconded the motion and it passed 7-0. The hearing was closed at 7:50 PM.

DRB member Richard Stucker left the meeting after the Public Hearing on #24APP17.

- b. #29BCU17 – Conditional Use Application** by Simon Pearce, Applicant and Peter Stanzel and Cheryl S. Herrmann, Landowners to install a deck, stairs and rip-rap within the Special Flood Hazard Area Floodway and the Shoreline Protection Overlay District adjacent to the Connecticut River at Kendall Station Road, Lot #06-072.010. Application to be reviewed under the Norwich Zoning Regulations more particularly Tables 2.7 and 2.8, and Sections 5.04 and 5.05.

The record in this case includes the following documents:

Submitted by Applicant

- A-1 Application #29BCU17, dated 8/15/17
- A-2 Site Plan, dated 8/15/17

Submitted by Zoning Administrator

- ZA-1 Document and Interested Parties List, dated 9/6/17
- ZA-2 Ortho Base (2016) Photo of Site showing Floodway and Special Flood Hazard Area with the proposed stairs, deck and rip-rap area, dated 8/17
- ZA-3 E-mail to John Broker-Campbell, Vermont Floodplain Manager, with a phone call response notation on 8/22/17, dated 8/15/17
- ZA-4 ZA Report, dated 9/6/17

The Chair opened the Public Hearing at 7:51 PM.

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

Clerk & Zoning Administrator: Dechert

Applicant: Simon Pearce Landowner: Peter Stanzel

Interested Parties: Glen Gurman, John Eller, John Roback

Site Visit Report: Dechert reported - 4:25 PM at Kendall Station Road – Present:

Members: Lawe, Dean, Carroll, Pitiger - Clerk: Dechert - Landowner: Peter Stanzel

Others: John Roback, Glenn Gurman

Members looked at the top of the river bank and the location of the proposed stairs and deck.

A motion was made and seconded to accept all of the Exhibits listed in Exhibit ZA-1 for the record. The motion passed 7-0.

The Applicant explained the design concept of excavating an area of the bank for a set of stone steps from the top of the bank down to a stone landing above the high water line. A dock will be accessed from the stone landing. Rip Rap will be installed from the low water line up 8' on the bank along the entire width of the property. There will be no material added towards the river beyond the existing bank other than the removable dock. A seasonal path will provide access from a new parking area off of Kendall Station Road.

The Zoning Administrator has been advised by the State River Management Engineer that a state permit will be issued after the town has approved the project. The town will request that the state permit include specific types of vegetation to be installed on disturbed areas of the bank above the rip rap and specifications for the rip rap.

Vermont Floodplain Management has reviewed the plans and has advised the Zoning Administrator that a town permit may be issued based on no expansion of the bank into the river.

Proposed conditions:

1. Plantings and reseeded in disturbed areas; and
2. Erosion Control as specified by the DEC River Management.

Carroll moved to close the hearing. Ciccotelli seconded the motion and it passed 7-0. The hearing was closed at 8:30 PM.

The meeting adjourned at 8:32 PM

Phil Dechert, Clerk

APPROVED 10/19/17

Development Review Board Agendas & Minutes are available at:

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

