

**TOWN OF NORWICH  
ORDINANCE INDEX**

JULY 1, 1991

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TOWN OF NORWICH  
P. O. Box 376  
NORWICH, VERMONT 05055-0376

DESIGNATION OF SCENIC ROADS.

The Board of Selectmen of the Town of Norwich, hereby nominate the following road to be designated as a Scenic Road, under the conditions of the Norwich Scenic Roads Ordinance, adopted on September 5, 1989.

Jericho Street (TH56) from the Hartford Town Line to the point where the road ends at its intersection with Newton Lane. This designation includes both the Class 3 and Class 4 sections of this road.

*Morgan E. Goodrich*.....  
Morgan Goodrich

29 July 1991  
Date nominated.

*Charles Hodgdon, Jr.*.....  
Charles Hodgdon, Jr.

*Frederick Ladd*.....  
Frederick Ladd

*John Lawe*.....  
John Lawe

*Corrine S. Richardson*.....  
Corrine Richardson

TOWN OF NORWICH  
P. O. Box 376  
NORWICH, VERMONT 05055-0376

DESIGNATION OF SCENIC ROADS

The Board of Selectmen of the Town of Norwich, hereby nominate the following road to be designated as a Scenic Road, under the conditions of the Norwich Scenic Roads Ordinance, adopted on September 5, 1989.

Bragg Hill Road (TH 52), from its point of origin at the intersection with Meadowbrook Road (SA 2) to the point where it ends by intersecting with TH 35.

19 September 1989  
Date nominated

*Sidney Cook*  
Sidney Cook

*Alice Flannery*  
Alice Flannery

*Charles Hodgdon, Jr.*  
Charles Hodgdon, Jr.

*Morgan Goodrich*  
Morgan Goodrich

*John E. Lawe*  
John E. Lawe

RECEIVED  
SEPTEMBER 30 A.D. 1989  
9 O'CLOCK - MIN. A.M.  
AND RECORDED IN *Miscellaneous*  
BOOK 17 PAGE 45 OF LAND RECORDS  
ATTEST: *Clare Minard*  
TOWN CLERK NORWICH VERMONT

TOWN OF NORWICH  
P. O. Box 376  
NORWICH, VERMONT 05055-0376

DESIGNATION OF SCENIC ROADS

The Board of Selectmen of the Town of Norwich, hereby nominate the following road to be designated as a Scenic Road, under the conditions of the Norwich Scenic Roads Ordinance, adopted on September 5, 1989.

Bragg Hill Road, so called, (TH 35), from the point where it joins the end of TH 52 to the point where it intersects with Tucker Hill Road (TH 34).

19 September 1989  
Date nominated

Sidney Cook  
Sidney Cook

Alice Flannery  
Alice Flannery

Charles Hodgdon, Jr.  
Charles Hodgdon, Jr.

Morgan Goodrich  
Morgan Goodrich

John E. Lawe  
John E. Lawe

RECEIVED

SEPTEMBER 30 A.D. 1989  
AT 9 O'CLOCK - MIN. A.M.  
AND RECORDED IN MISCELLANEOUS  
BOOK 17 PAGE 46 OF LAND RECORDS  
ATTEST. Claire Menard  
TOWN CLERK NORWICH VERMONT

TOWN OF NORWICH  
P. O. Box 376  
NORWICH, VERMONT 05055-0376

DESIGNATION OF SCENIC ROADS

The Board of Selectmen of the Town of Norwich, hereby nominate the following road to be designated as a Scenic Road, under the conditions of the Norwich Scenic Roads Ordinance, adopted on September 5, 1989.

Tucker Hill Road (TH 34), from its point of origin at the intersection with Beaver Meadow Road (SA 2) to its end.

19 September 1989  
Date nominated

*Sidney Cook*  
Sidney Cook

*Alice B. Flannery*  
Alice Flannery

*Charles Hodgdon, Jr.*  
Charles Hodgdon, Jr.

*Morgan Goodrich*  
Morgan Goodrich

*John E. Lawe*  
John E. Lawe

RECEIVED  
SEPTEMBER 25 A.D. 1989  
9 9 MIN. AM.  
RECORDED IN ATISCCMAREUS  
BOOK 17 PAGE 47 OF LAND RECORDS  
BY CLERK *Claire Minard*  
TOWN CLERK, NORWICH, VERMONT

2

**TOWN OF NORWICH**  
P. O. Box 376  
NORWICH, VERMONT 05055-0376

NORWICH DOG ORDINANCE - 1991

1. AUTHORITY.

This ordinance is adopted under the provisions of VSA T20, S3549.

2. GENERAL PROVISIONS.

A. Each person owning and/or keeping a dog or dogs within the Town of Norwich shall bear sole responsibility for the actions of his or her dog(s). The owner or keeper shall be held responsible for restraining his or her dog(s) from becoming a nuisance, as defined below, and shall be responsible for payment of all damages and expenses caused by his or her dog(s), including impoundment fees.

B. Under this section, a dog is causing a nuisance, or is a menace to persons or property, under any of the following conditions:

1. If it barks or howls continuously for sustained periods of time, causing annoyance to persons.
2. If, while running at large on the roadways or on property other than that of its owner or keeper, it turns over garbage cans or waste containers, or otherwise causes garbage or waste to be scattered in yards or on streets or sidewalks.
3. While it runs at large, it bites, attacks or otherwise menaces persons using the streets or sidewalks.
4. While at large, it barks at or runs after motor vehicles being driven along the roadways.
5. If when loose, it chases or attacks game, domestic animals or human beings.
6. While running at large upon property other than its owners or keepers, it destroys property defecates upon lawns.
7. If a bitch is unconfined while in heat.
8. If it wanders repeatedly upon property other than that of its owner or keeper.

C. Any person who considers a dog to be a nuisance, or in any way to be a threat to persons or property may complain to the Norwich Police Department, who will investigate the complaint promptly.

3. LICENSING OF DOGS.

A. All dogs kept within the Town of Norwich must be licensed in accordance the provisions and fee schedule described in VSA T20, S3581. All dogs will be licensed by April 1 each year. Fees for dogs licenses shall be increased by 50% after April 1.

B. By April 15, the Town Clerk will prepare a list of licenses issued during the current year and a list of those dogs, licensed in the previous year that have not yet been licensed in the current year (T20, S3590). The Town Clerk will notify each owner of a dog thus identified that the dog is unlicensed and will explain the penalties involved. This notice may be in writing or by telephone.

The Town Clerk will charge a \$10 per dog late fee to each owner who licenses a dog after April 1st.

This late fee will increase to \$20 per dog for all dogs licensed after June 1st.

New dogs, dogs not yet six months old on April 1 and dogs who have moved into Norwich with their owners are exempt from the late fees.

C. On June 1st, the Town Clerk will deliver to the Selectmen a list of those dogs still unlicensed. The Selectmen will write informing the owner that a late fee of \$20 has been charged and will be collected. Owners will be warned that non-payment could result in destruction of the dog (T20, S3621).

D. When the Norwich Police or Dog Control Officer, see a dog that is unlicensed for the current period, they will inform the owner of the need to license and the penalties that will be collected.

#### 4. DOGS BITES (protection from rabies).

Note: These regulations are based on the recommendations of the Vermont Department of Health.

A. When a complaint is received that a dog has bitten a human, the Dog Control Officer or Police shall identify the dog, if possible, and will order the owner to confine the dog for 10 days. If no facilities exist for confining the dog at the owner's home, the dog will be placed in the care of a veterinarian for 10 days and all expenses thus incurred will be the responsibility of the owner.

In the event that the owner cannot be found, the dog will be delivered to a Veterinarian for destruction.

B. The Norwich Health Officer or Deputy will be informed of the event and he will ensure that the person who was bitten receives medical attention. The Health Officer will determine that the period of confinement is carried out. At the end of 10 days the Health Office will observe the dog and determine if it is normal. The Health Officer may decide that a veterinarian should examine the dog and issue a certificate of freedom from rabies; the cost of such examination will be paid by the dog's owner. The Health Officer will file a Animal Bite Report Form with the Vermont Department of Health.

If any doubt about the dog's health exists at the end of the 10 day confinement period, the dog will remain confined and advice will be obtained from the Department of Health.

C. Should rabies be confirmed in the confined dog, the Town will take such actions as is directed by the Board of Health with the advice of the Department of Health.

5. DOGS CAUSING DAMAGE OR DEATH OF ANIMALS.

When the Board of Selectmen receive a written complaint that a dog or dogs have be harassing, injuring or killing domestic or farm animals they will appoint a person to investigate the incident and to give the Board of Selectmen a description of the damage done and its dollar value. The Selectmen will consider the report and may pay compensation to the complainant, recovering such sum from the owner or keeper of the dog(s) if he is known. The Board of Selectmen may take appropriate action to prevent a reoccurrence of the incident.

6. ENFORCEMENT OF THIS ORDINANCE.

A. The Selectmen will appoint a Dog Control Officer to carry out and enforce the provisions of this ordinance. The appointment will detail the duties of the Officer. The Dog Control Officer(s) will be paid an agreed hourly rate for their services on a contract basis.

In the event that the position of Dog Control Officer is vacant, all complaints will be handled by the Norwich Police Department, who are authorized to employ temporary qualified staff to catch or restrain dogs, to transport and/or impound dogs or to cause dogs to be destroyed, which actions shall be in compliance with the provisions of this ordinance. References to the Dog Control Officer shall include the Police Officers when they are acting as Control Officer.

B. The Dog Control Officer(s) or the Norwich Police shall have the following administrative alternatives at their disposal:

1. A warning, either verbal or written, to alert an owner that his/her dog is creating a nuisance or must be registered.
2. A Citation (and fine) for violation of a provision of this ordinance. First incident - warning. Second incident - \$25 fine. Subsequent incidents - \$100 fine.
3. Temporary impoundment of the dog, until such time a its owner can be located.
4. An order to restrain the dog. Such order shall be in writing and a copy shall be delivered to the Board of Selectmen.
5. An Order of Confinement for biting dogs or female dogs in heat.
6. Such other action as the Board of Selectmen shall determine.

7. APPEALS.

A. Any person receiving a citation (and fine), an order to restrain or an order to confine a dog may appeal that action in writing to the Board of Selectmen, within ten days of the issuance of the order or citation. On receiving such an appeal the Selectmen will schedule a hearing of the appeal and order the owner of the dog, the Dog Control Officer and the person making the complaint about the dog to attend the meeting. The Selectmen will hear the merits of the incident at the hearing and shall affirm, modify or dismiss the action taken by the dog Control Officer as justice may require.

If the person making the original complaint about a dog declines to attend the hearing and the Dog Control Officer affirms the action taken by him was solely upon the information of the complainant and not corroborated by his personal observation, the fine or order shall be dismissed by the Selectmen.

8. DEFINITIONS.

"Sustained period": shall mean a continuous period of 30 minutes or more.

"Repeatedly": shall mean more than twice within a seven day period.

"Impoundment": shall mean the taking of a dog into physical custody by the Dog Control Officer and transport to the nearest available animal shelter. The owner will be required to pay all expenses incurred during the period that a dog is impounded.

"Restraint": shall mean physical restriction of the dog by chaining, use of an electronic fencing, placing in a fenced or enclosed area, or other similar action.

"Confinement": shall mean being kept in a closed space from which the dog shall not be allowed to leave. The inside of a house or closed garage or a kennel is such a place. Note that an outdoor wire pen is not sufficient to confine a bitch in heat.

*Morgan E. Goodrich*  
.....  
Morgan Goodrich

..... *September 14, 1991* .....  
Date adopted

*Charles Hodgdon, Jr.*  
.....  
Charles Hodgdon, Jr.

*Frederick Sadd*  
.....  
Frederick Sadd

..... *November 15, 1991* .....  
Date effective

*John Lawe*  
.....  
John Lawe

*Corrine Richardson*  
.....  
Corrine Richardson

ADDITIONAL PROVISIONS

Norwich residents should be aware of the following additional restraining provisions. The owner or keeper shall be held responsible for restraining his or her dog(s) in the following situations.

1. All dogs kept within the Norwich Fire District must be restrained to the confines of their owners or keepers property lines, or under the direct control of their owners or keepers when away from that property. Dogs found running at large in the Fire District will be subject to impoundment and/or a fine of not less than \$25, which fine may be repeated for each violation.

2. No dogs will be allowed on the premises of the Norwich Swimming Pool during supervised hours. After supervised hours dogs are only allowed when they are under the immediate control of their owners or keepers.

dogs1991.nor Version 3,  
September 11, 1991

TOWN OF NORWICH  
P. O. Box 376  
NORWICH, VERMONT 05055-0376

PARKING ORDINANCE

1. The Selectmen of the Town of Norwich, in the County of Windsor and the State of Vermont, acting under the authority of Chapter 13, Title 23 of V.S.A. hereby adopt this ordinance to regulate parking in the Town of Norwich.

2. The purpose of this ordinance is to promote the safety of persons using the public ways in the Town of Norwich. The ordinance lists the areas of no parking and areas where parking is allowed to a limited degree.

No Parking Zones

The following areas are designated as NO PARKING zones and no vehicle shall park thereon at any time.

Zone 1. South side of Mechanic Street: from the intersection of Mechanic Street and Main Street, westerly along the south side of Mechanic Street to the point where Meadowbrook Road starts. Except that a loading zone, starting at 75 feet from Main Street and stretching for a distance of 25 feet shall be included within Zone 1.

Zone 2. North side of Mechanic Street: from the eastern edge of the Bartlett drive way westerly along the north side of Mechanic Street to the westerly end of bridge #39 which is over Blood Brook, near the St. Francis' Church.

Zone 3. West side of Main street: from the intersection of Mechanic Street and Main Street, in a southerly direction along the west side of Main Street to the southern boundary of the Norwich Inn property.

Zone 4. West side of Main Street: from the intersection of Mechanic Street and Main Street, in a northerly direction along the west side of Main Street for a distance of 40 feet measured from the edge of the travelled way on the north side of Mechanic Street.

Zone 5. Opposite the Post Office: on the east side of Main Street opposite the Post Office, alongside a triangle at the intersection of Main Street and Route 5.

Zone 6. North and south sides of Carpenter Street: from the intersection of Main Street and Carpenter Street easterly on the north side of Carpenter Street to easterly boundary of the 1820 House property.

From the intersection of Main Street and Carpenter Street easterly on the south side Carpenter Street to the intersection of Carpenter Street and Lary Lane.

Zone 7. Both sides of Turnpike Road: from the east edge of the Huntley Meadows land, westerly along both the north and south sides of Turnpike Road to the intersection of Turnpike Road and Meadowbrook Road.

In places where parking is not prohibited, all vehicles shall park parallel to the curb and with the wheels on the right side of the vehicle next to the curb.

#### Loading Zones

The following areas are designated as LOADING ZONES, for the temporary use only of buses and trucks.

Zone 1. On the west side of Main Street, directly in front of the Norwich Inn.

#### Limited Parking Zones

A 30 minute parking zone is established on both sides of Main Street in front of the Tracy Hall property.

A 2 hour parking zone is established on the south side of Tracy Hall.

#### Winter Regulations

Parking is prohibited on all roads and streets in the Town of Norwich between 11.00 pm and 8.00 am during the period November 15 to March 30. This prohibition is designed to facilitate snow removal. Violators of this section shall have their vehicles towed, and shall be responsible for the costs of such towing.

#### Additional Regulation of Parking

The Board of Selectmen may regulate parking in addition to or otherwise as provided in this ordinance, by notice of the designation and description of such parking zones recorded in the office of the Town Clerk and posted in three conspicuous places in the Town of Norwich, together with a publication in the VALLEY NEWS within fourteen days of the adoption of such changed or additional parking zones and the erection of suitable signs in said zones.

Penalty

A violation of any provision of this Ordinance shall constitute a traffic offence and penalty shall be imposed as provided by Chapter 23, Title 23, V.S.A.

*Morgan E. Goodrich*  
.....  
Morgan Goodrich

*Charles Hodgdon, Jr.*  
.....  
Charles Hodgdon, Jr.

.....  
Frederick Ladd

.....  
John Lawe

*Corrinne S. Richardson*  
.....  
Corrinne Richardson

Signed: December 31, 1990.

Effective: March 1, 1991.

Notice 1

Your attention is called to the NO PARKING zones established by the Vermont Traffic Committee.

Parking prohibited on both sides of US 5 in the Town of Norwich beginning at 200 feet south of the drive to the CO-OP Farmer's Market (MP 0.12+/-) and extending northerly to 200 feet north of the drive to the CO-OP Farmer's Market (MP 0.20+/-) for a total distance of 400+/- feet. (adopted March 28, 1983).

Parking prohibited on US 5 in the Town of Norwich on the west side beginning at 100+/- feet south of TH No. 60 (Elm St. (MP 1.37+/-) and extending northerly to 121+/- feet north of TH 60 (MP 1.40 +/-). Parking prohibited on the east side of US 5 beginning across from TH No. 60 (MP 1.39+/-) and extending northerly to 200+/- feet north of TH No. 60 (MP 1.43+/-). (This supersedes No Parking Zone established on July 19, 1984). (adopted October 19, 1984).

Notice 2

When this ordinance becomes effective it will replace the previous parking ordinance which was adopted on June 28, 1988.

TOWN OF NORWICH  
P. O. Box 376  
NORWICH, VERMONT 05055-0376

RECEIVED

SEPTEMBER 2 A.D. 1988  
AT 4 O'CLOCK 50 MIN. A.M.  
AND RECORDED IN MISCELLANEOUS  
BOOK 12 PAGE 43 OF LAND RECORDS  
ATTEST, *Chia M...*  
TOWN CLERK, NORWICH, VERMONT

SCENIC ROADS

WHEREAS the residents of Norwich wish to establish a scenic road program pursuant to VSA, Title 19, Section 2502 and

WHEREAS roads may be nominated for inclusion in the program either by petition or by the Town Planning, Conservation or any other duly constituted committee or body. The Board of Selectmen shall hold a public hearing regarding the designation of any road as a scenic road and

WHEREAS the Town of Norwich is obligated by VSA, Title 19, Section 931 which states:

"A town shall keep in good and sufficient repair at all seasons of the year its highways and bridges, other than those on the state highway system."

THEREFORE be it enacted:

1. No road in Norwich which has been designated as a scenic road may be described as a "Scenic Road" (or similar description) in any State or local publication available for sale or free distribution to the general public, nor indicated on any published map. The Town, however, will comply with any State statutory requirements for reporting.

2. Maintenance of scenic roads is allowed, and the following specific routine maintenance activities are permitted.

A. Winter maintenance:

1. Plowing.
2. Sanding.
3. Salt/de-icing material application.
4. Winging back snow banks.
5. Ditch clearing.
6. Culvert thawing.
7. Ice removal by mechanical means.

B. Road surface maintenance:

1. Grading as necessary.
2. Gravel and stone to meet the requirements of the Town highway ordinance.
3. Calcium chloride application.
4. Resurface paved portions.

C. Drainage

- 1. Maintain existing culverts and bridges and add new culverts.
- 2. Maintain ditches
  - (a) maintain ditches to a depth of 18" to 24" below the road surface or as required.
  - (b) clear vegetation and regrade shoulder and backslope as needed to the limits of the right of way.
  - (c) install stone or other materials to control erosion.

D. Road Signs

Traffic control signs as authorized by the Selectmen shall be in accordance with the Manual of Uniform Traffic Control Devices.

E. Right of way

- 1. Removal of dead trees.
- 2. Clearing of brush and vegetation.
- 3. Removal of trees and brush which infringe on the ability to maintain the road or that significantly blocks the line of sight on curves or intersections.

3. Each road or section of a road designated as a scenic road will be identified by its starting and finishing points. Each road will be separately nominated by an action of the Board of Selectmen of Norwich.

4. Any disturbance of a scenic road by construction or cutting trees or any other means, apart from those allowed by this ordinance, shall be performed only after a duly warned public hearing.

9/15/89  
Date adopted.

10/30/89  
Effective date.

*Sidney Cook*  
Sidney Cook

*Alice Flannery*  
Alice Flannery

*Charles Hodgdon, Jr.*  
Charles Hodgdon, Jr.

*Morgan E. Goodrich*  
Morgan Goodrich

*John Lawe*  
John Lawe

TOWN OF NORWICH  
P. O. Box 376  
NORWICH, VERMONT 05055-0376

NOTICE

The Selectmen of Norwich have adopted an ordinance to set up a Scenic Road Program in Norwich, entitled:

SCENIC ROADS.

The sections of this ordinance are as follows:

Introduction and Authority  
No advertising of scenic roads  
Details of allowed maintenance  
Designation of roads to be included  
Provision for public hearing before major works

This ordinance was adopted on September 5, 1989, and will become effective on October 30, 1989. The full text may be inspected in the Town Clerk's Office in Norwich between 9.00 to 12.00 and 1.00 to 4.00, Monday through Friday. Copies are available from the Town Clerk.

Title 24, Chapter 59, V.S.A., Section 1972 states that the rule will become effective 60 days after signature. Section 1973 (a) states that "an ordinance or rule adopted by a municipality may be disapproved by a vote of a majority of the qualified voters of the municipality voting on the question at an annual or special meeting duly warned for the purpose pursuant to a petition signed and submitted in accordance with subsection (b). Subsection (b) states that "a petition for a vote on the question of disapproving an ordinance or rule shall be signed by not less than five percent of the qualified voters of the municipality and presented to the legislative body... within 45 days following the date of adoption of the ordinance or rule by the legislative body".

For further information please call John Lawe at 649-1585 (home) or 649-1419 (Town Clerk's Office).

RECEIVED  
9/7 A.D. 1989  
AT 11 O'CLOCK 30 MIN. A.M.  
AND RECORDED IN Misc  
BOOK 17 PAGE OF LAND RECORDS  
ATTEST. Janet Kline  
TOWN CLERK, NORWICH, VERMONT

**TOWN OF NORWICH**  
**P.O. Box 376**  
**NORWICH, VERMONT 05055-0376**  
**TEL. (802) 649-1419**

Addition to the Norwich Parking Ordinance.

Introduction.

The Town of Norwich owns and operates Huntley Meadow as a recreational facility. The Town has provided a parking area accessed from Turnpike Road for car and school bus parking. Parking is not permitted on Turnpike Road due to the limited sight distance. No parking is permitted on the athletic fields at any time.

Statutory background.

The Board of Selectmen of the Town of Norwich adopted a Norwich Parking Ordinance on December 31, 1990, which became effective on March 1, 1991. This Ordinance provides for the Board of Selectmen to regulate parking areas in addition to those described in the original ordinance. The purpose of this present amendment is to add the parking lot at Huntley Meadow as a further "Limited Parking Zone" under the Ordinance.

Limited Parking Zones.

Parking is only permitted in the Huntley Meadow parking area during daylight hours. These are defined as one half-hour before sunrise to one half-hour after sunset. Overnight parking is not permitted.

*Morgan E. Goodrich*  
.....  
Morgan Goodrich.

*Charles Hodgdon, Jr.*  
.....  
Charles Hodgdon, Jr.

*Frederick Ladd*  
.....  
Frederick Ladd

*John Lawe*  
.....  
John Lawe

*Corrine Richardson*  
.....  
Corrine Richardson

Adopted by the Board of Selectmen, August 31, 1992  
prkadd92.nor

**TOWN OF NORWICH**  
**P.O. Box 376**  
**NORWICH, VERMONT 05055-0376**  
**TEL. (802) 649-1419**

Addition to the Norwich Parking Ordinance.

Introduction.

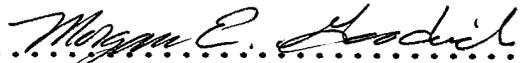
The Town of Norwich owns and operates Huntley Meadow as a recreational facility. The Town has provided a parking area accessed from Turnpike Road for car and school bus parking. Parking is not permitted on Turnpike Road due to the limited sight distance. No parking is permitted on the athletic fields at any time.

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Frederick Ladd

  
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John Lawe

  
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Corrine Richardson

Adopted by the Board of Selectmen, August 31, 1992  
prkadd92.nor

RECEIVED

(6)

March 17 A.D. 1993  
AT 11 O'CLOCK 50 MIN. A.M.  
AND RECORDED IN Miscellaneous  
BOOK 18 PAGE 164-166  
EST. Prue J. Lynch  
TOWN CLERK, NORWICH, VERMONT

TOWN OF NORWICH  
P.O. Box 376  
NORWICH, VERMONT 05055-0376  
TEL. (802) 649-1419

POLICY ON STREET NAMING NUMBERING & ADDRESSING.

INTRODUCTION.

The Board of Selectmen hereby establish the following policy in order to develop a more uniform street naming and numbering system throughout the Town of Norwich to enable efficient location of homes, provision of emergency services and deliveries. This authority for this ordinance is VSA, Title 24 Section 4426.

STREET NAMES.

Any road serving more than one house shall be named, and numbered. This shall apply both to Town owned roads and to private roads. All named road shall bear a street sign. The Town will be responsible for making, erecting, and maintaining these signs.

All roads shall be assigned a name that is separate and distinct from any previously assigned name in Norwich. The residents living on the road may suggest a name for their road by petitioning the Board of Selectmen. The Selectmen may change the names of roads within the Town when necessary to address a conflict or ambiguity. All names must be approved by the Selectmen.

The name approved by the Selectmen will become effective 15 days after adoption by the Board. Residents wishing to contest an assigned name must write to the Board of Selectmen within 15 days of adoption. The Board will then schedule a hearing to resolve the problem.

STREET SIGNS.

All road name signs shall be of uniform size and color as determined by the Board of Selectmen and shall be reflectorized.

STREET NUMBERING.

Numbers will be assigned approximately every 50 feet. Odd numbers will be on the left side of the road, even numbers will be on the right side of the road. Generally numbers will start from the point where the road intersects with an arterial road. For roads where this does not apply, the numbers will be assigned from south to north or from east to west. Buildings shall be deemed to be on the street where the principle access is located. The guide of the American Society of Planning Officials "Street Naming and Property Numbering Systems" (Planning Advisory Service. Report No. 332, 1978) shall be followed in general. When conflicts arise in street numbering this ordinance shall take precedence.

MULTIUSE SITUATIONS.

**Apartment houses:** a building under one ownership in which rooms are arranged and rented as apartments. The apartment house shall be given one street number and each individual apartment shall be given an apartment number. Example "5 Hopson Rd. Apt 3"

**Residential condominium complex:** a building or buildings with individual separately owned units in a multi-unit structure. The road serving the building(s) shall be given a name. Each condominium unit shall be given its own street number.

**Commercial complex:** a building or buildings under one ownership used for commerce or industrial use. Each building shall be given its own street number and each unit within the building shall be given its own unit or suite number.

**Commercial complex and apartment complex:** a building or buildings used for commercial use in which there are also apartments. Each building shall be given its own street number, each commercial unit shall be given a respective unit or suite number and each apartment shall be given a respective apartment number. At no time shall there be unit or apartment numbers that are the same.

**Duplex apartment:** an apartment with rooms on two floors and a private inner stairway. Each building shall be given its own street number and each apartment within that building shall be given its own apartment number.

**Duplex house:** a dwelling consisting of two separate family units that is separated from adjoining units by a wall that extends from ground to floor. Each family unit shall be given its own street number.

ADMINISTRATION.

The Zoning Administrator (ZA) will maintain the official list and map of road names. All changes approved by the Board of Selectmen will be recorded by the ZA. The ZA will assign road numbers to roads as needed.

The ZA will be responsible for reporting in writing additions and changes in existing or new roads to the following departments:

Fire Department	Police Department
Highway Department	Ambulance Service (Hanover)
Listers	Town Clerk
Board of Selectmen	U.S. Post Office
State Highway Department	

Addition/Change notifications may be consolidated for one quarter. Reports will be sent at the end March, June, September and December whenever there is a need to notify changes to the above list of users.

The map of Norwich showing road names and locations shall be published when needed to ensure that the objective of public safety is met.

Adopted by the Board of Selectmen, as revised, on March 15, 1993

rdnamord.nor

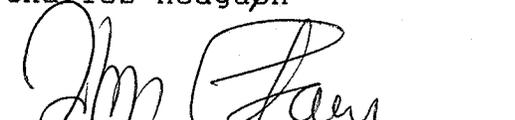
TOWN OF NORWICH  
P.O. Box 376  
NORWICH, VERMONT 05055-0376  
TEL. (802) 649-1419

ORDINANCE TO REGULATE THE SPEED OF MOTOR VEHICLES.

1. The Selectmen of the Town of Norwich, in the County of Windsor and the State of Vermont, acting under the authority of Title 24 VSA, Section 2291(4) hereby establish a maximum speed limit on the following listed road in the Town of Norwich.
2. This speed limit has been adopted to promote public safety and welfare and to reduce the accident potential related to excessive speed.
3. Fines for violation of this ordinance shall be as provided in Title 23, VSA, Chapters 13 and 23.
4. A maximum speed of 35 MPH shall be permitted on Willey Hill Road from its start at the intersection with Union Village Road to the point where it terminates at the four way junction of Upper Loveland Road and Upper Pasture Road.

  
.....  
Charles Hodgdon

  
.....  
Morgan Goodrich

  
.....  
John Lawe

.....  
Corinne Richardson

  
.....  
Paul Sellmann

Signed: April 26, 1993.

Effective: July 3, 1993

**TOWN OF NORWICH**  
**P.O. Box 376**  
**NORWICH, VERMONT 05055-0376**  
**TEL. (802) 649-1419**

NOTICE

The Selectmen of Norwich have adopted an ordinance limiting the speed of motor vehicles on New Boston Road, in Norwich to 35 MPH entitled:

Ordinance to regulate the speed of motor vehicles.

The sections of this ordinance are as follows:

- Authority
- Purpose
- Penalty for violations
- Description of road regulated

This ordinance was adopted on August 16, 1993, and will become effective on October 15, 1993. The full text may be inspected in the Town Clerk's Office in Norwich between 8.30 am and 4.30 pm, Monday through Friday or Saturday from 10.00 to noon. Copies are available from the Town Clerk.

Title 24, Chapter 59, V.S.A., Section 1972 states that the rule will become effective 60 days after signature. Section 1973 (a) states that "an ordinance or rule adopted by a municipality may be disapproved by a vote of a majority of the qualified voters of the municipality voting on the question at an annual or special meeting duly warned for the purpose pursuant to a petition signed and submitted in accordance with subsection (b). Subsection (b) states that "a petition for a vote on the question of disapproving an ordinance or rule shall be signed by not less than five percent of the qualified voters of the municipality and presented to the legislative body... within 45 days following the date of adoption of the ordinance or rule by the legislative body".

For further information please call John Lawe at 649-1585 (home) or 649-1419 (Town Clerk's Office).

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ORDINANCE TO REGULATE THE SPEED OF MOTOR VEHICLES.

- 1. The Selectmen of the Town of Norwich, in the County of Windsor and the State of Vermont, acting under the authority of Title 24 VSA, Section 2291(4) hereby establish a maximum speed limit on the following listed road in the Town of Norwich.
- 2. This speed limit has been adopted to promote public safety and welfare and to reduce the accident potential related to excessive speed.
- 3. Fines for violation of this ordinance shall be as provided in Title 23, VSA, Chapters 13 and 23.
- 4. A maximum speed of 35 MPH shall be permitted on New Boston Road from the point where Norford Lake Road intersects with New Boston Road to its termination at the Thetford town line.

*Morgan E. Goodrich*  
.....  
Morgan Goodrich

*Corinne S. Richardson*  
.....  
Corinne Richardson

*Charles Hodgdon*  
.....  
Charles Hodgdon

*Paul Sellmann*  
.....  
Paul Sellmann

*John Lawe*  
.....  
John Lawe

Signed: August 16, 1993

Effective: October 15, 1993

RECEIVED  
August 31 A.D. 1993  
AT 8 O'CLOCK 30 MIN. A M.  
AND RECORDED IN Ordinance Book  
BOOK \_\_\_\_\_ PAGE \_\_\_\_\_  
ATTEST. *Bruce Burch*  
TOWN CLERK, NORWICH, VERMONT

**TOWN OF NORWICH**  
**P.O. Box 376**  
**NORWICH, VERMONT 05055-0376**  
**TEL. (802) 649-1419**

Addition to the Norwich Parking Ordinance.

Introduction.

To provide handicapped parking adjacent to several Town facilities, the Board of Selectmen have designated reserved handicapped parking spaces.

Statutory Background.

The Board of Selectmen of the Town of Norwich adopted the "Norwich Parking Ordinance" on December 31, 1990, which became effective on March 1, 1991. This ordinance provides for the Board of Selectmen to regulate parking areas in addition to those described in the original ordinance. The purpose of this present amendment is to provide for handicapped parking.

Reserved Handicapped Parking.

One parking space at each of the following locations has been designated and signed for use by handicapped persons.

- South side of Tracy Hall on Church Street
- Police Department
- North side of the Norwich Library
- Parking area at Huntley Meadow.

If a handicapped permit is not displayed, the handicapped person may be requested by the Police to establish their status.

Any unauthorized person parking in one of the reserved places will be issued a warning on the first occasion and will be fined \$25 for each subsequent offense. In addition the operator/owner will be responsible for any towing and storage charges which may be incurred.

*Morgan E. Goodrich*  
Morgan Goodrich

*John Lawe*  
John Lawe

*Jay VanArman*  
Jay VanArman

*Mary Ellen Kreider*  
Mary Ellen Kreider

*Corinne Richardson*  
Corinne Richardson

Adopted by the Board of Selectmen, May 22, 1995  
prkadd95.nor

*Norwich*

founded July 4th, 1761

The Town of Norwich, Vermont

**DISPOSAL SYSTEM REGULATIONS**

**RECEIVED**

*May 5* A.D. 19 *94*  
AT *4* O'CLOCK *15* MIN. *P* M.  
AND RECORDED IN *Ordinance Book*  
BOOK \_\_\_\_\_ PAGE \_\_\_\_\_  
ATTEST. *Caro L. Fisher*  
TOWN CLERK, NORWICH, VERMONT

*Norwich*

founded July 4th, 1761

The Town of Norwich, Vermont

## NORWICH TOWN REGULATIONS

### TO CONTROL CONTAGIOUS DISEASE BY REGULATING THE INSTALLATION OF INDIVIDUAL SEWAGE DISPOSAL SYSTEMS

#### *ADOPTION OF "DETAILED SPECIFICATIONS - MAY 1994"*

#### INTRODUCTION

The Norwich Septic Ordinance became effective on June 30, 1973. Attached to the ordinance were a set of "Detailed Specifications" providing technical background.

Over the past 21 years the "Detailed Specifications" have become outdated utilizing current knowledge. Thus the Board of Selectmen, acting as the Norwich Board of Health, has developed new "Detailed Specifications" to replace those adopted in 1973. The enabling ordinance has not been changed.

The Board of Selectment adopted the clarifications below in order to make the meaning of the original ordinance more clear when being read in conjunction with the "Detailed Specifications - May 1994".

#### ADOPTION OF NEW STANDARDS

The Board of Selectmen hereby adopt new technical standards entitled "Detailed Specifications - May 1994" which are attached to this document as well as the following clarifications to sections of the existing Norwich Septic Ordinance, 1973.

#### **Section II. Applicability of these Regulations**

The ordinance covers both partial and total replacement of failed existing systems, including those which were installed prior to June 30, 1973.

#### **Section III. Definitions**

- 1a. Deputy Health Officer: Is appointed by the Vermont Department of Health based upon the nomination of the Board of Selectmen. He/She acts in the absence of the Health Officer.
  
8. Individual: Shall mean a complete septic system which may serve one or more than one dwelling. An individual system serving one building may consist of duplicate components of a septic system which are intended to increase its capacity.

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**Section IV. Requirements**

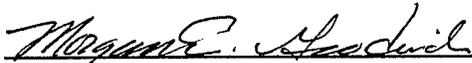
2. The page references to the "Detailed Specifications" shall refer to the May 1994 Specifications.
4. The owner must provide the required soil tests at their own expense.

**Section V. Permits**

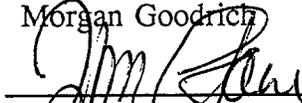
- 5b. The plot plan of the property must include two foot (2') contour intervals. (The "Detailed Specifications" should be consulted to determine exactly what detail is needed.)

**Section VI. Inspection**

1. An "on site inspection" includes approval of the installation prior to covering the system.

  
\_\_\_\_\_

Morgan Goodrich

  
\_\_\_\_\_

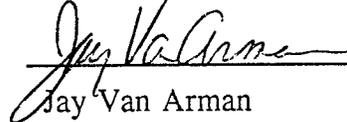
John Lawe

  
\_\_\_\_\_

Corinne Richardson

  
\_\_\_\_\_

Paul Sellmann

  
\_\_\_\_\_

Jay Van Arman

The "Detailed Specifications - May 1994" become effective on May 2, 1994.

# NORWICH TOWN REGULATIONS

## TO CONTROL CONTAGIOUS DISEASE BY REGULATING THE INSTALLATION OF INDIVIDUAL SEWAGE DISPOSAL SYSTEMS

Prepared for the Selectmen of Norwich  
by the Norwich Planning Commission  
Norwich, Vermont, February 1973

### SECTION I. PURPOSE

The purpose of these regulations is to define individual sewage disposal systems; to establish minimum standards applicable in the Town of Norwich governing the design, construction, and installation of septic tank soil absorption systems; to authorize the issuance of permits for new installations, and to provide penalties for violations.

### SECTION II. APPLICABILITY OF THESE REGULATIONS

These regulations apply to entirely new installations of individual sewage disposal systems or to the extension of existing systems or complete replacement of existing ones. They do not apply to individual sewage disposal systems in operation at the time of adoption of the regulations unless they have been condemned by the Town Health Officer under the provision of 18 VSA 606 and 610.

### SECTION III. DEFINITIONS

1. Town Health Officer - shall mean the legally designated health authority of the Town.
2. Local Board of Health - shall be the Health Officer, with the Selectmen of the Town.
3. Individual Sewage Disposal System - shall mean a sewage disposal system, other than a public system, which receives either human excreta or liquid waste, or both, from one or more premises. Included within the scope of this definition are septic tank soil absorption systems, and such other types as may be permitted in regulations adopted by the Selectmen of Norwich.
4. Permit - shall mean a written permit issued by the local Board of Health, or their authorized agent, permitting the installation of an individual sewage disposal system under these regulations.

5. Person - shall mean any institution, public or private corporation, individual, partnership, or other entity.
6. Applicant - shall mean the owner of the premises involved.
7. Administrator - shall mean the individual authorized by the local Board of Health to exercise their authority in the enforcement of these regulations.

#### SECTION IV. REQUIREMENTS

1. The Board of Health of the Town of Norwich, in order to protect the health and safety of the general public, promulgates these regulations establishing minimum standards governing the design, construction, installation and operation of new individual sewage disposal systems. The regulations are intended to insure that the wastes discharged from the individual sewage disposal systems:
  - a. Do not contaminate any surface or subsurface supply of water used for drinking or for domestic or recreational purposes.
  - b. Are not accessible to animals which may come into contact with food or drinking water;
  - c. Are not a health hazard by being accessible to persons;
  - d. Do not give rise to a nuisance because of odor or unsightly appearance; and
  - e. Do not violate any state laws or regulations governing water pollution or sewage treatment.
2. Detailed specifications attached and shown on pages 6, 7 and 8 represent the requirements for design and installation of an individual sewage disposal system under these regulations.

3. The installation or extension of an on-site sewage disposal system shall not be permitted on a lot where soil conditions or size do not permit satisfaction of current requirements of the Selectmen of Norwich as to location, percolation rates and absorption areas, and relation to the water table, surface waters, or sources of drinking water. In case of a conflict between their requirements and any other regulation, ordinance or statute applicable in Norwich, the more stringent shall apply.
4. Requirements of these regulations shall be construed as minimum requirements. The Administrator may require, subject to review by the Norwich Board of Health, such additional information and precautions as he deems reasonably necessary in order to carry out the purpose of the regulations.

## SECTION V. PERMITS

1. No person shall construct a new individual sewage disposal system, nor extend nor replace an old one within the Town of Norwich, unless he holds a valid permit for the same, issued in his name by the Local Board of Health, or their authorized Administrator of these regulations.
2. Application for a permit shall be filed with the Administrator, who shall issue a permit upon receipt of satisfactory evidence that the construction will comply with the regulations.
3. The Administrator may refuse to grant a permit for the construction of an individual sewage disposal system where public sewage systems are reasonably available.
4. Application for the permit shall be in writing, shall be signed by the applicant or his contractor, and shall include the following:
  - a. Name and address of applicant;
  - b. Identification, as by street or lot number, of the property on which the construction is proposed;
  - c. Complete plan of the proposed disposal facility, with such further information as may be required by the Administrator, attesting to the compliance of the proposal with the minimum standards of these regulations.

5. The complete plan required for the permit shall include:
  - a. A sketch showing all parts of the proposed sewage disposal facility;
  - b. Plot plan of the property showing the location of each part of the disposal system in relation to the dwelling to be served, street and other lot lines, source of the water supply, water-supply piping and any existing sewage disposal facilities and water supplies on the same or other property that lie within 100 feet of the proposed disposal system.

## SECTION VI. INSPECTION

1. The local Board of Health requires such soil tests, and on-site construction inspections, as are necessary to determine that the proposed disposal system complies with the minimum standards of the regulations. Such tests and inspections shall be made by agents properly authorized by the Board or the Administrator of these regulations.
2. The owner or occupant of a property is legally required to give the Norwich Health Officer or his agent free access to the property at reasonable times for the purpose of making such inspections and tests as are required by these regulations (18 VSA 601, 606). The costs of such inspections and tests as may be required are the responsibility of the applicant.

## SECTION VII. SPECIAL CASES

1. If, due to unusual physical circumstances of the building to be served, or the site where the work is to be located, the applicant believes that a permit granted to him would be consistent with the protection of the public health and safety without full compliance with the requirements of these regulations, he shall give a full statement of all pertinent information in his application. The Administrator shall thereupon forward such application to the local Board of Health with his recommendations.

If the Administrator approves the application for the proposed construction in accordance with specifications not in accord with these regulations, the Board of Health may grant the permit.

If the Administrator does not approve the application as it stands, such permit may be granted by the Board of Health only after a public hearing, with five days' notice to the applicant and to owners and occupants of abutting property, and publication of notice of said hearing in a newspaper circulated in the town of Norwich at least five days before said hearing.

2. The costs of any publication hereunder shall be paid by the applicant.

#### **SECTION VIII. RESPONSIBILITY**

1. Neither the Norwich Board of Health, nor any member nor representative thereof, assumes any responsibility for the successful operation of any individual sewage disposal system or any part thereof.

#### **SECTION IX. PENALTIES**

1. See 18 VSA 614 for the penalty authorized by State Statute in connection with this regulation.

#### **SECTION X. CONFLICTS, PARTIAL INVALIDATION**

1. If any section, subsection, paragraph, sentence, clause or phrase of these regulations shall be declared invalid for any reason whatsoever, such decision shall not affect the remaining portions of these regulations, which shall remain in full force and effect; and to this end the provisions of the regulations are hereby declared to be severable.

#### **SECTION XI. EFFECTIVE DATE**

These regulations shall be effective on and after the 30 day of June, 1973.

## DETAILED SPECIFICATIONS - MAY 1994

The plan shall be at a scale of 1" = 20' (preferred) with 5 foot contour intervals (2' contour intervals in the disposal area) showing the lot and system in relation to:

- a. dwelling served;
- b. street and other lot lines;
- c. source of water supply;
- d. any water supply piping, water supplies, and sewage disposal facilities within 300' downslope, or 100' in any other direction, of proposed disposal system;
- e. any neighboring disposal systems if situated less than 300 feet upslope from proposed water supply;
- f. test pit and percolation test locations (see Appendix I).

### SEPTIC TANKS

(1.1) Tank must:

- a. Be water-tight
- b. Be constructed of pre-cast concrete, or comparable
- c. Have an accessible cover over inlet and outlet
- d. Must be installed as shallow as possible and provide for convenient and thorough pump-out.

(1.2) Tank size:

- a. Minimum of 1000 gallon septic tank for up to two (2) bedrooms
- b. 250 gallon extra capacity for each additional bedroom

### SEWER DRAINS

(2.1) Drains from the building to septic tank must:

- a. Shall be Schedule 40 PVC pipe or cast iron pipe through the foundation.
- b. Be Schedule 40 PVC (or pipe of equal strength) under driveway or other travelled ways
- c. Be minimum 4" in diameter
- d. Have all joints caulked, sealed or coupled to provide for water-tight conduit.

(2.2) Drains from septic tank to leach field must:

- a. Be 4" PVC pipe (except for pressurized mounds - see Appendix 3)
- b. Be covered with at least 36" of soil when located under driveways, parking lots, etc. or be reinforced with a larger diameter metal sleeve, or be Schedule 40 PVC pipe.
- c. Be installed deep enough to prevent freezing.

### 3. FINAL TREATMENT

Shall be based on 75 gallons of effluent per person per day (or 150 gallons per bedroom) and shall be in the form of a:

- a. Dry well
- b. Leach bed
- c. Leach trench
- d. Gravity mound or,
- e. Pressurized mound.
- f. Alternative systems may be allowed if the applicant provides satisfactory evidence to the Board of Health that the design does not conflict with the intent of these Regulations.

NOTE: Leaching cesspools, or other similar devices, are unacceptable for new construction.

#### 3-1 DRY WELLS:

Dry wells are disposal fields of the deep soil variety, commonly of rectangular shape, lined with suitable structural material and having perforations to allow for passage of treated wastewater.

- a. May be used when the total design flows are less than 1,000 gpd.
- b. Basis of design is the sidewall area taken from the influent pipe to the dry well bottom with no allowance for bottom area.
- c. Isolation distances must meet setbacks delineated in Table II-C.

- d. Design shall be based on the second slowest percolation rate in the vertical stratum of existing original soil and shall not be installed in soils with a rate slower than 10 minutes/inch, or faster than 1 minute/inch.

<u>Percolation Rate</u>	<u>Loading Rate - Gal/Sq.Ft./Day</u>
1-5 minutes/inch	1.2
6-10 minutes/inch	0.9

- e. Example: The design for a 3 bedroom house requires 450 gallons per day. Percolation rate of the soil is 4 minutes/inch, therefore - - -

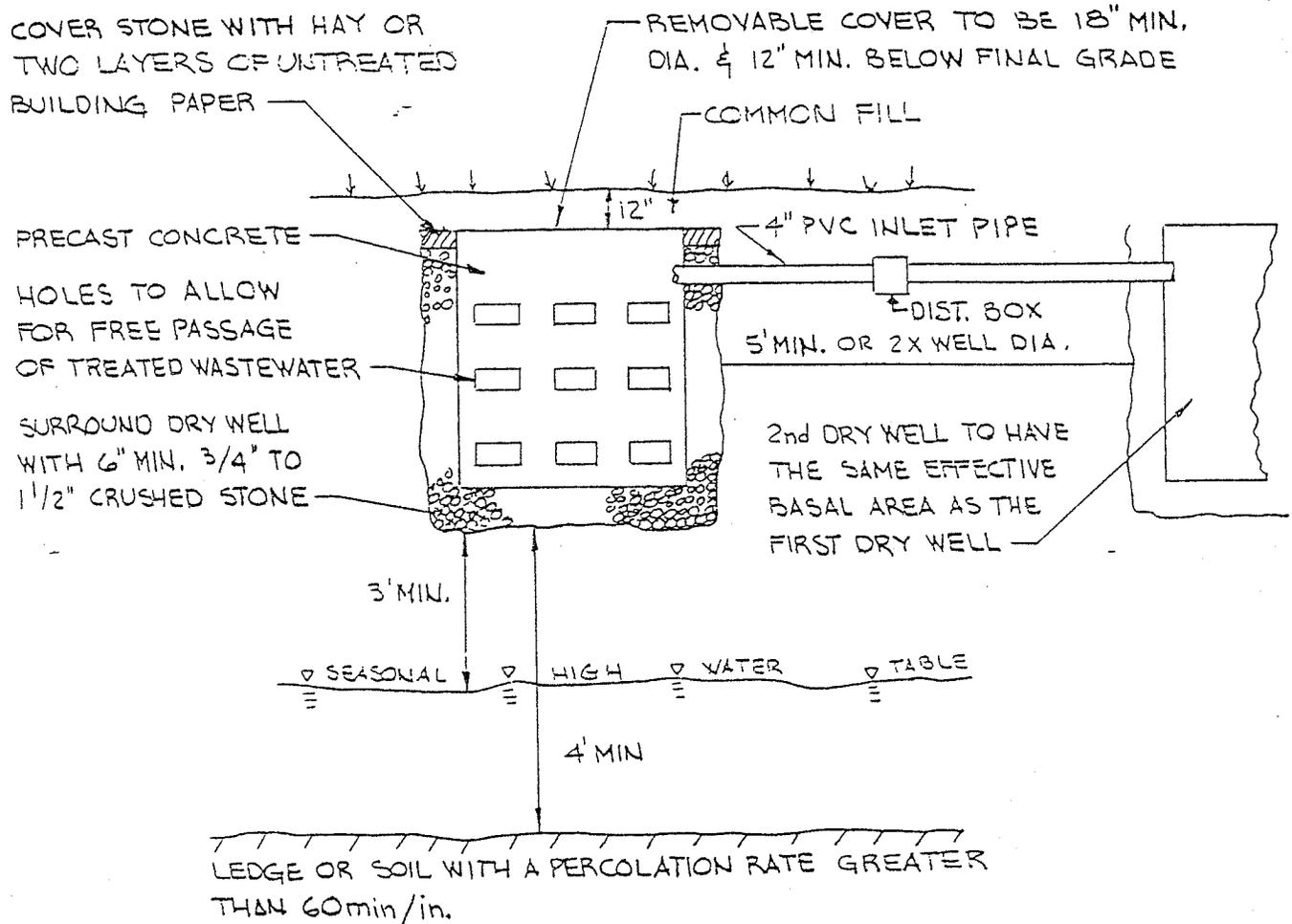
$$\frac{450 \text{ gallons/day}}{1.2 \text{ gal/sq.ft.day}} = 375 \text{ sq. ft. is required}$$

In a 1200 gallon rectangular dry well, the distance from the inlet to the bottom of the well is 4.33'. The side dimensions are 8.5' and 4.83'. (NOTE: 6" of stone is required around the dry well and is counted as "side wall area" in the calculations).

$$\begin{aligned} 4.33 \times 5.83 \times 2 &= 50.5 \\ 4.33 \times 9.5 \times 2 &= 82.3 \\ &132.8 \text{ sq.ft./dry well} \end{aligned}$$

$$\frac{375 \text{ sq.ft. required}}{132.8 \text{ sq.ft./dry well}} = 3 \text{ dry wells would be needed}$$

3.) FINAL TREATMENT  
3-1 DRY WELLS



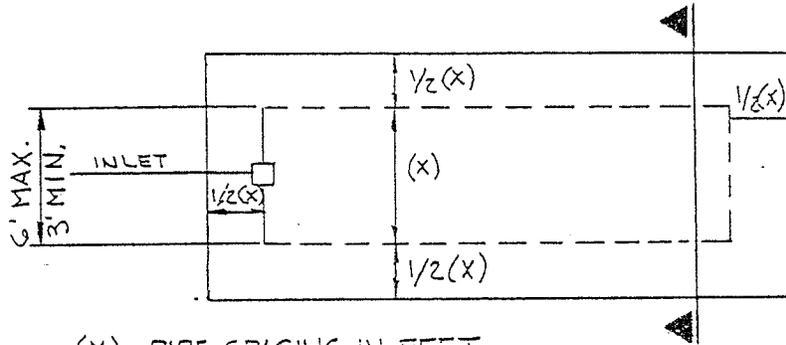
CROSS SECTION

3.) FINAL TREATMENT  
3-2 LEACH BEDS

LEACH BED:

IS A STONE ABSORPTION BED WIDER THAN 48" WITH INTERNAL PERFORATED PIPE. THE BED BOTTOM PLACED NO MORE THAN 36" BELOW THE ORIGINAL GROUND LEVEL. THE LEACH BED SHALL MEET THE FOLLOWING CONDITIONS.

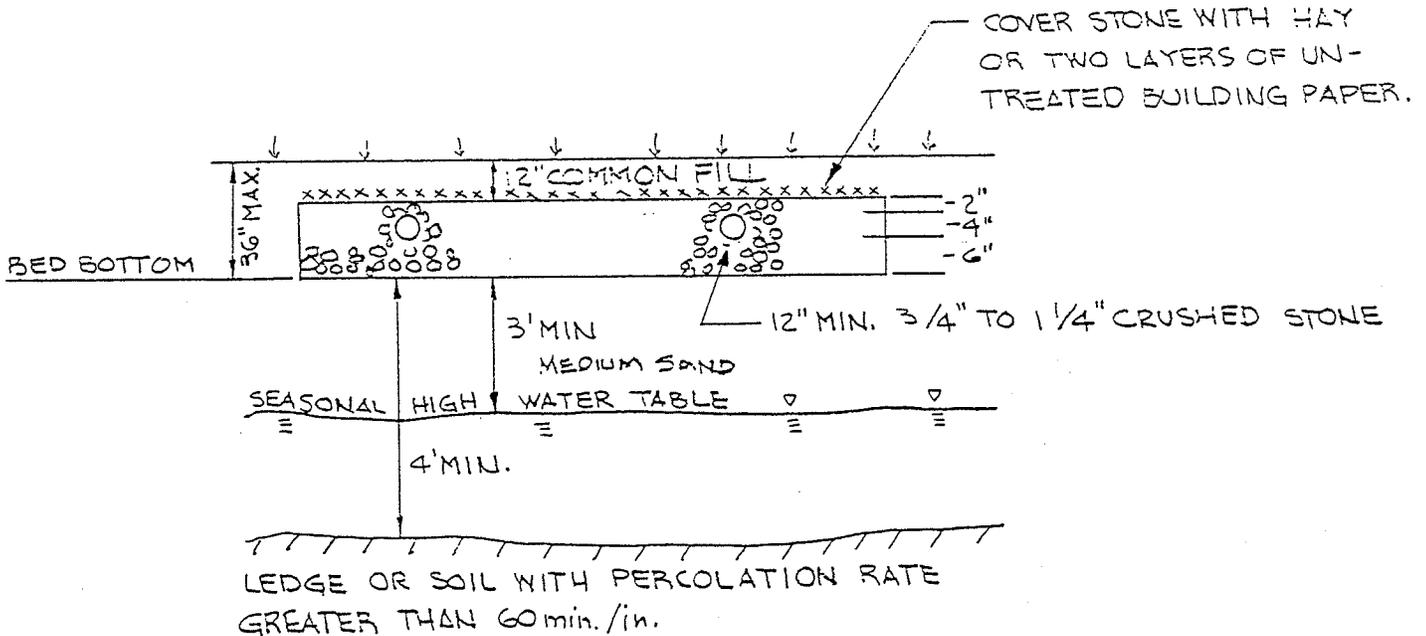
- a) SOILS MUST HAVE A PERCOLATION RATE OF LESS THAN 60 min/in.
- b) SLOPES SHALL BE LESS THAN 35 %
- c) PIPES SHALL BE PLACED A MINIMUM OF 3 FT. OR MAXIM OF 6 FT. ON CENTER.



(X) = PIPE SPACING IN FEET

PLAN VIEW

- 1) DIST. BOX: TO BE SITUATED WHERE THERE WILL BE THE MOST UNIFORM DISTRIBUTION.
- 2) EACH DIST. LINE SHALL EXIT AT THE SAME SLOPE FOR THE FIRST 5' FROM THE BOX.
- 3) A DIST. "T" MAY BE USE LIEU OF DIST. BOX ON GENTLE SLOPES.



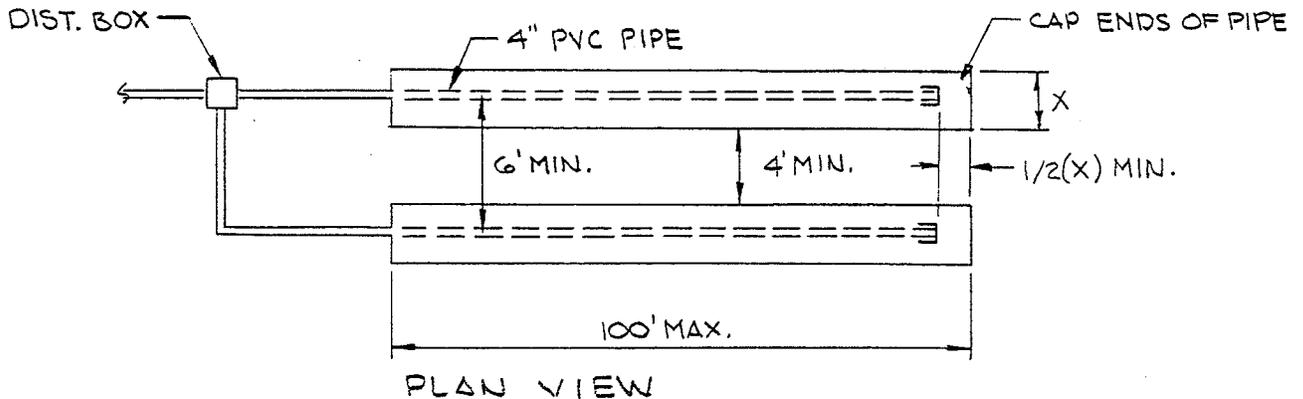
CROSS SECTION

3.) FINAL TREATMENT  
3-3 LEACH TRENCH

LEACH TRENCH:

IS A STONE ABSORPTION TRENCH LESS THAN 48" WIDE WITH INTERNAL PERFORATED PIPE. THE TRENCH BOTTOM PLACED NO MORE THAN 36" BELOW THE ORIGINAL GROUND LEVEL. THE LEACH TRENCH MUST MEET THE FOLLOWING CONDITIONS.

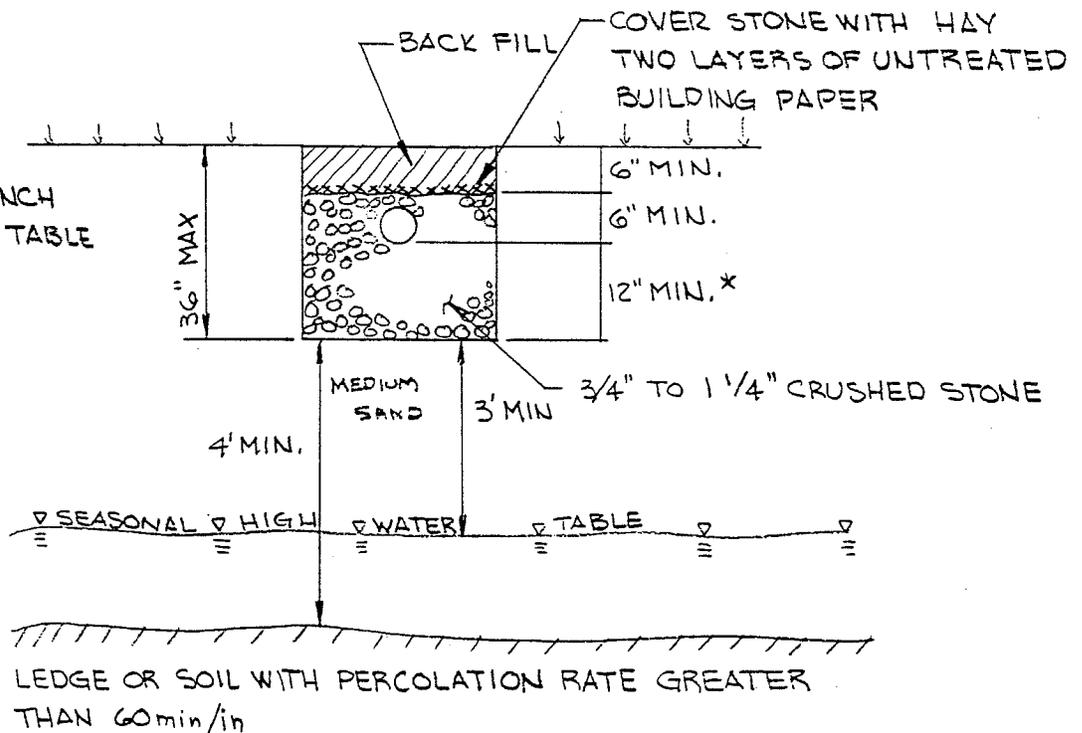
- a) SLOPES LESS THAN 35%
- b) SOILS MUST HAVE A PERCOLATION RATE LESS THAN 60 min./in.



NOTE:

- 1. DIST. BOX CAN BE LOCATED OUTSIDE OF OR IN THE MIDDLE OF UPPER TRENCH
- 2. PIPES MUST EXIT FROM DIST. BOX AT THE SAME SLOPE FOR THE FIRST 5 FT.
- 3. TRENCHES TO BE LAID PARALLEL TO GROUND CONTOURS
- 4. PIPES TO BE LEVEL.

\* NOTE: SIZE OF TRENCH MAY BE REDUCED IF TABLE 3-B IS USED



CROSS SECTION

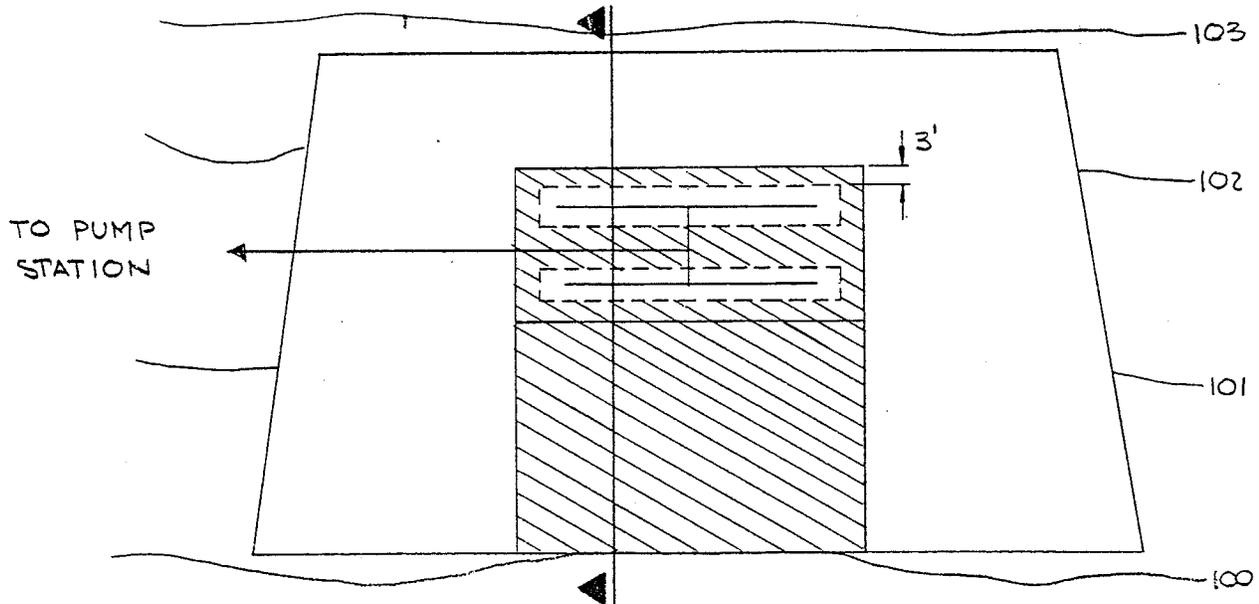


3.) FINAL TREATMENT

3-5 PRESSURIZED MOUNDS: ARE SYSTEMS RAISED ABOVE THE EXISTING ORIGINAL GROUND SURFACE, ARE FED BY A SEWAGE EFFLUENT PUMP AND ARE USED FOR AREAS WITH SHALLOW SOIL OVER:

a) LEDGE AND SEASONAL HIGH WATER (SEE APPENDIX III-D)

b) IMPERMEABLE SOILS: (PERCOLATION RATE GREATER THAN 120min/in.)



PLAN VIEW

MOUNDS TO BE PARALLEL WITH GROUND CONTOURS

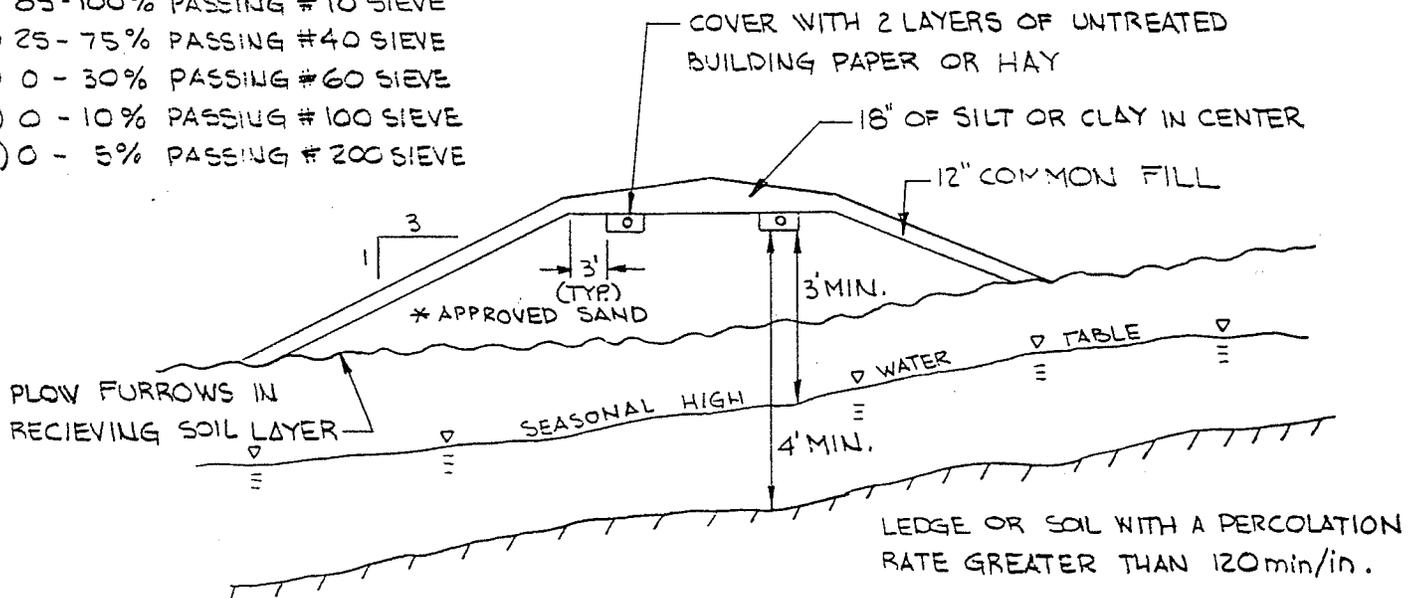
EFFECTIVE BASAL AREA = SEE APPENDIX V GENERAL E

BED OR TRENCHES TO BE DESIGNED ON THE BASIS OF 1.2 GAL/FT<sup>2</sup>/DAY ON SLOPES 12% OR LESS AND .9 GAL/FT<sup>2</sup>/DAY ON SLOPES UP TO 15% (SEE BED & TRENCH CRITERIA)

DISTRIBUTION NETWORK (SIZE AND LENGTH OF PIPE PLUS SIZE AND NUMBER OF PERFORATIONS TO BE PROVIDED BY THE DESIGNER)

\* APPROVED SAND

- 1) 85 - 100% PASSING # 10 SIEVE
- 2) 25 - 75% PASSING # 40 SIEVE
- 3) 0 - 30% PASSING # 60 SIEVE
- 4) 0 - 10% PASSING # 100 SIEVE
- 5) 0 - 5% PASSING # 200 SIEVE



CROSS SECTION

## APPENDIX I

### SITE EVALUATION & PERCOLATION TEST PROCEDURES

Test pits are excavations dug (with a backhoe or by other means) to allow the designer to examine the soil profile.

- A. There shall be a minimum of two (2) test pits evaluated for each system that is recommended.
- B. Pits shall be at least seven (7') deep and the evaluator must record:
  - 1) Depth to ledge;
  - 2) Depth to seasonal high water table and existing water table;
  - 3) Soil color, texture and consistence;
  - 4) Rocks, boulders, or other characteristics that may affect the capability of a disposal field.
- C. In cases where there is a large variation in the depth to bedrock or to low permeable soils, enough test pits shall be dug to reasonably conclude that the isolation distance requirements of these regulations will be met.

Percolation tests are tests conducted to determine the size of the septic system.

- A. There shall be at least two (2) percolation tests conducted in each leach field area.
- B. The acceptable percolation test procedure is as follows:
  - 1) Dig or bore a hole 6" - 12" in diameter at least 36" deep or 12" below the bottom of the proposed disposal area.
  - 2) Scrape the sides of the hole with a sharp instrument and place 2" of gravel in the bottom of the hole.
  - 3) Fill the hole to a minimum depth of 12" trying to keep water in the hole for at least 4 hours (by use of an automatic syphon) and preferably overnight.
  - 4) If water remains in the hole after the saturation period, adjust the water depth to about 6 inches over the gravel and measure the drop in water over a 30 minute period.
  - 5) If no water remains in the hole after the saturation period, add water bringing the depth to about 6 inches over the gravel.

- 6) Measure the drop in water level at 30 minute intervals for 4 hours refilling 6 inches over the gravel as necessary.
- 7) If after the overnight saturation period, 6 inches of water seeps away in less than 30 minutes, the time interval between measurement can be 10 minutes and the test run for one hour.
- 8) The drop in the final 10 minutes can be used to calculation the percolation rate.

**Percolation Example:**

After pre-soaking a percolation hole for 4 hours, the water is adjusted to read "6 inches" at 2:00 PM. Water is then allowed to drop and a reading of 4 inches is taken at 2:30 PM. Water is allowed to drop for another 1/2 hour and the reading is 2 inches. These two measurements confirm a 2" drop in 30 minutes, which means that it would take 15 minutes for the water to drop 1 inch, or 15/minutes/inch.

APPENDIX II

SIZE REQUIREMENT TABLES & ISOLATION DISTANCES

TABLE II-A

DESIGN BASIS FOR LEACH BEDS & TRENCHES

The size of a leach field is determined by dividing the total sewage capacity of a household by the application rate (Q) of a disposal area. Q is determined by the formulas below.

FORMULAS

LEACH BEDS	LEACH TRENCHES
$Q = \frac{3}{\sqrt{t}} \times .8$	$Q = \frac{3}{\sqrt{t}}$

- Q = Application rate in gallons/ft.<sup>2</sup>/day
- t = Percolation rate of the soil (minutes/inch)
- .3 = A constant
- 0.8 = A constant for beds

Example: Design a system for a 3 bedroom house in a soil with a percolation rate of 15 minutes/inch.

BED SYSTEM

1. Capacity = 150/gal/bed/day  
x 3 bedrooms = 450 gal/day

2. Find "Q" -- "Q" =  $\frac{3}{\sqrt{15}} \times .8$

Q = 0.62 gal/ft<sup>2</sup>/day

3. Find required leach bed area --  
 $\frac{450 \text{ gal/day}}{.62 \text{ gal/ft}^2/\text{day}} = 726 \text{ ft}^2$

TRENCH SYSTEM

1. Capacity = 150/gal/bed/day  
x 3 bedrooms = 450 gal/day

2. Find "Q" -- "Q" =  $\frac{3}{\sqrt{15}}$

Q = 0.775 gal/ft<sup>2</sup>/day

3. Find required leach bed area --  
 $\frac{450 \text{ gal/day}}{.775 \text{ gal/ft}^2/\text{day}} = 581 \text{ ft}^2$

NOTE: Pressurized mounds to be based upon an application rate of 1.2 gallons/ft<sup>2</sup>/day on slopes of 12% or less and 0.9 gallons/ft<sup>2</sup>/day on steeper slopes.

**TABLE II-B**  
**PERCENT OF STANDARD DISPOSAL AREA REQUIRED**

**(For Trenches)**

The Table below can be used to reduce the linear size of a leach field by adding more stone depth.

Depth of Stone Below Pipe	Trench Width 12"	Trench Width 18"	Trench Width 24"	Trench Width 36"	Trench Width 48"
18 inches	60%	64%	66%	71%	75%
24 inches	50%	54%	57%	57%	66%

For example, the trench system on the preceding page requires that 581 square feet be used. However, this is required only if 12" of stone is used under the pipe. If one wishes to use 18 inches of stone under the pipe and the trenches are 24" wide, 66% of the "normal" area is required so:

$$66\% \text{ of } 581 = 383.5 \text{ square feet}$$

This could be 3 trenches, 24" wide and 64 feet long. It should be noted that the bottom of each trench shall meet the minimum isolation distances above water table, ledge, etc.

**TABLE II-C**  
ISOLATION DISTANCES FOR NEW DISPOSAL SYSTEM

HORIZONTAL DISTANCE (FEET)

ITEM \*

Drilled Well Serving 1 Home	100 A	50	50	100 A	A
Drilled Well Serving 2 or More Homes	125 A	50	50	125 A	A
Gravel Pack Well, Shallow Well or Spring	150 A	75	75	150 A	A
Pond Impoundment - Standing Water	50	25	10	50	50
River, Streams	50	25	10	50	50
Drainage Swales, Roadway Ditches	25	--	--	25	50
Main or Municipal Water Lines	50	50	--	50	50
Service Water Lines	25	25	-- B	25	25
Roadways, Driveways, Parking Lots, Buildings Without Drains	10	5	--	10	25
Top of Embankment or Slope Greater Than 20%	25	10	--	---	25
Property Lines	25	10	10	10	25
Trees	10	10	10	10	10
Other Disposal Fields	10	--	--	50 C	50
Foundations; Footing Drains, Curtains Drains or others	35 D	10	--	35	75
Public Water Supplies	<u>CONTACT:</u>	DEPARTMENT OF HEALTH, BURLINGTON, VT			
Suction Water Line	100	50	50	100	100

\* *New lots must meet these setbacks. Existing lots must come as close as possible, unless it is proven that setbacks can be reduced while still meeting the intent of the regulations.*

- A. This presumes that the leach field is downslope from the water supply. If the leach field is upslope from the water supply, the distances may need to be increased. At the Applicant's expense, further hydrogeologic investigation may be necessary to insure that downslope shallow water supply will not be contaminated.
- B. Sewers crossing water lines shall be separated from water lines by at least 36" of soil. Joints in the water lines shall be cemented.
- C. This presumes that one mound system is upslope from the other. If the systems are side by side, the toes may be ten feet (10') apart.
- D. If a drain is downslope from a leach field, it shall be seventy-five feet (75') away.

APPENDIX III - DISTRIBUTION BOXES

- A. Shall be laid level and tested with water.
- B. Distribution box must have a baffle if grade of incoming line exceeds 5%.

**GENERAL**

- A. Trenches and beds shall not be placed in fill material unless the material complies with approved mound sand requirements (See Final Treatment Item 3-4 [Gravity Mounds] and Item 3-5 [Pressurized Mounds]).
- B. Curtain drains may be used to lower the seasonal high water table underneath a mound or a conventional system if the consultant feels that the isolation distances in Table II-C can be achieved and that the water table will be lowered to 3 feet below the bottom on the leach field.
- C. There shall be enough area on each lot for a replacement system which will meet all setbacks and site requirements or certification on the plans that the primary system can be rebuilt in place if failure occurs.
- D. There must be at least twenty-four inches (24") of soil over bedrock and twelve inches (12") to seasonal high water table before any type of system can be considered.
- E. The required effective basal area for a pressurized mound shall be calculated based on an application rate of 0.74 gallons/day/ft<sup>2</sup>. In soils where the percolation rate 60 - 120 minutes/inches, the effective basal area shall be calculated on an application rate of 0.24 gallons/day/ft<sup>2</sup>. The effective basal area of a design on a slope is found by multiplying the length of the leach field by the distance from the back edge of the disposal field to the proposed downslope toe.

**PRESSURIZED MOUND**

- A. Must be dosed a minimum of two times or a maximum of four times per day.
- B. The pressure maintained in the distribution network shall be 1 lb. in<sup>2</sup>.
- C. All pipe shall be Schedule 40 or 80 PVC with a minimum of one inch diameter.
- D. Pipe shall provide a single row of holes (1/4 minimum diameter) with the last hole in the end cap.
- E. The difference in discharge rate between any two holes shall be less than 15%.
- F. Pump chamber must be made of precast concrete and shall allow for one full day's storage above the High Water Alarm.
- G. If a "bed" system is used in the pressurized mound, it shall not be any wider than 10'.

## APPENDIX V

### GENERAL MOUND CONSTRUCTION PROCEDURE

- A. Before sand is put in place the soil shall be raked or scarified to prevent compaction and provide good contact for the stone or sand material.
- B. For mounds, an inspection shall be performed by Health Officer, or his agent to inspect:
  - 1. the "scarified" area prior to sand placement;
  - 2. the sand fill material;
  - 3. the mound system before it is covered.
- C. All final treatment systems shall be seeded and mulched upon completion and the area shall be graded so that no water ponds on or around the system.
- D. The distance between the mound primary and replacement mounds shall be at least ten feet (10') apart when placed on the same contour; otherwise they shall be fifty feet (50') apart as measured from the mound "toe".
- E. For mound capacities of more than 1,000 gpd a hydrogeologic study may be required.

(11)

**TOWN OF NORWICH**  
**P.O. Box 376**  
**NORWICH, VERMONT 05055-0376**  
**TEL. (802) 649-1419**

PRIVATE HIGHWAY SPECIFICATIONS ORDINANCE.

Design, Layout and Construction Standards.  
(See also the graphic design standards in Appendix A)

Introduction: The following specifications for construction of highways must be met for any highway serving two or more, but less than eleven, lots or single family dwelling units. Please note, however, that paragraphs two and five, have two sets of specifications. There are standards for highways serving two to five lots and for six to ten lots

Any highway serving eleven or more lots or units must meet the Specifications for Town Highways. Any highway to be transferred to Town ownership and maintenance must meet the Specifications for Town Highways. Any highway serving a subdivision which, considered as a whole, involves eleven or more lots or units must meet the Specifications for Town Highways.

1. Right of Way: The right of way shall be 50 feet in width, with additional slope rights where necessary. The highway shall be built in the center of the right of way and shall be cleared to permit and facilitate snow removal and proper maintenance of drainage ditches, culverts, slopes and banks, turnouts and turnarounds.

2. Highway Sub-grade and Surface Preparation: The highway shall have a minimum depth of 12 inches of packed gravel. The travelled portion of the Highway shall be of the following minimum width:

Serving two to five lots - 17 feet (no shoulders needed).  
Serving six to ten lots - 18 feet plus a one foot gravel shoulder on each side of the highway giving a total width of 20 feet.

3. Drainage Ditches: Drainage ditches shall be provided where necessary and shall be constructed to prevent infiltration of water into the gravel sub-base and to conduct storm drainage to waterways and adsorption areas. Accordingly, drainage ditches adjacent to highways are normally to be at least 6 inches below the gravel sub-base or 18 inches below finished grade to minimize spring break-up.

4. Culverts: Culverts shall be installed during the construction of the highway and prior to highway sub-base and surface preparation and placement. Backfill in excavations for culverts shall be compacted to prevent or minimize settling in surface, shoulders or slopes. Culverts shall be of adequate size to handle drainage areas and volumes involved. Culverts shall be at least 15 inches in diameter. Culvert sections shall be properly joined and shall extend at least 2 feet beyond highway surface and shoulder width.

Culverts shall be of corrugated or helical coated steel or aluminum or similar strength material. Inlet and outlet ditches, boxes and other protection necessary shall be provided to minimize erosion damage at culvert inlet and outlet areas, and to banks, slopes, or ditches. Culverts on access ways, approaches, or driveways entering upon the highway, shall conform to these requirements and standards and shall be of adequate length to permit easy turning on or off the highway. Culvert elevations shall be kept as low as possible.

5 Grades: Highway grades shall meet the following standards:

Highways serving two to five lots: grades shall not average more than 15%. A maximum grade of 17% is permissible in stretches not exceeding 200 feet.

Highways serving six to ten lots: grades shall not average more than 13%. A maximum grade of 15% is permissible in stretches not exceeding 200 feet.

6. Turnarounds: Turnarounds on dead end highways shall have a radius to accommodate properly, equipment and vehicles using or servicing the highway and area. Drainage should be provided to prevent impounding of water.

7. Turnoffs: Turnoffs with adequate elevation, surface, drainage ditches and culverts shall be provided to permit safe passing under summer and winter conditions, and shall be dimensioned and constructed to enable effective and efficient snow removal.

8. Driveways and approaches: Driveway and approach roads entering upon a highway shall be constructed at a minimum 75 degree angle to such a highway, or shall be provided with a surfaced area of sufficient size to permit a vehicle entering the highway to enter at a 75 degree angle. Private highways shall be required to get a Town of Norwich Highway Access Permit and shall conform to the conditions listed on the application form.

9. Slopes and Banks: Vertical or sharp cut faces, excepting ledge, shall not be permitted. Slopes and banks shall not be greater than  $1\frac{1}{2} : 1$  (length to height). When the slope or bank exceeds four feet in vertical height then the slopes and banks shall not be greater than  $2 : 1$ . Soil stability of a bank shall be a design consideration, and slope or bank shall be designed and constructed to prevent instability, slides, washes, or other disturbances to the slope or bank surface or sub-surface. Banks shall not interfere with snow removal. After construction and final grading banks will be seeded to minimize surface erosion. Cribbing or rip rap shall be provided where needed.

*Morgan E. Goodrich*  
.....  
Morgan E. Goodrich

.....*February 22, 1993*.....  
Date adopted

*Charles Hodgdon, Jr.*  
.....  
Charles Hodgdon, Jr.

.....  
Frederick Ladd

.....*April 30, 1993*.....  
Date effective.

*John E. Lawe*  
.....  
John E. Lawe

*Corinne Richardson*  
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**TOWN OF NORWICH**  
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Addition to the Norwich Parking Ordinance

Introduction.

The Town of Norwich owns and operates Gile Mountain as a recreational facility. The Town has provided a parking area accessed from Turnpike Road for vehicle parking. Parking is not permitted on Turnpike Road due to the limited sight distance and adjacent private property.

Statutory background.

The Board of Selectmen of the Town of Norwich adopted a Norwich Parking Ordinance on December 31, 1990, which became effective on March 1, 1991. This ordinance provides for the Board of Selectmen to regulate parking areas in addition to those described in the original ordinance. The purpose of this present amendment is to add the parking lot at Gile Mountain as a further "Limited Parking Zone" under the Ordinance.

Limited Parking Zone.

Parking is only permitted in the Gile Mountain parking area during daylight hours. These are defined as one half-hour before sunrise to one half-hour after sunset. Overnight parking is not permitted.

*Morgan Goodrich*  
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Morgan Goodrich

*Corinne Richardson*  
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Corinne Richardson

*John Lawe*  
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John Lawe

*Jay VanArman*  
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Jay VanArman

*Mary Ellen Kreider*  
.....  
Mary Ellen Kreider

Adopted by the Board of Selectmen, September 23, 1996  
prkadd96.nor

NORWICH ANIMAL CONTROL ORDINANCE - 1995

1. AUTHORITY.

This ordinance is adopted under the provisions of VSA T20, S3549.

2. CIVIL ORDINANCE

Any infraction of this ordinance will be considered a civil matter.

3. DEFINITIONS.

"Animals": shall include dogs, cats, ferrets and wolf-hybrids.

"At large": shall mean off the premises of the owner and not under the control of the owner, a member of his immediate family or an agent of the owner either by leash, cord, chain or otherwise within the control of such person, so that at all times the animal can be prevented from causing any damage, disturbance, or annoyance.

"Restraint": shall mean physical restriction of the animal by chaining, leashing, use of an electronic fencing, placing in a fenced or enclosed area, or other similar action.

"Confinement": shall mean being kept in a closed space from which the animal shall not be allowed to leave. The inside of a house or closed garage or a kennel is such a place. Note that an outdoor wire pen is not sufficient to confine a bitch in heat.

"Impoundment": shall mean the taking of an animal into physical custody by the Animal Control Officer and transport to the nearest available animal shelter. The owner will be required to pay all expenses incurred during the period that an animal is impounded.

"Sustained period": shall mean a period of 20 minutes or longer of continuous or frequent occurrence.

"Repeatedly": shall mean more than twice within a seven day period.

4. GENERAL PROVISIONS.

A. Each person owning and/or keeping an animal or animals within the Town of Norwich shall bear sole responsibility for the actions of his or her animal(s). The owner or keeper shall be held responsible for preventing his or her animal(s) from becoming a nuisance, as defined below, and shall be responsible for payment of all damages and expenses caused by his or her animal(s), including impoundment fees.

B. Under this section, an animal is causing a nuisance, or is a menace to persons or property, under any of the following conditions:

1. If it runs at large off the premises of the owner on any public or private property.

2. If it barks or howls continuously for sustained periods of time, causing annoyance to persons.
3. If, while running at large, it damages or destroys property, spreads garbage, defecates on lawns, or if it chases vehicles, game, domestic animals, or humans.
4. While it runs at large, it bites, attacks or otherwise menaces persons using the streets or sidewalks.
5. If a bitch is unconfined while in heat.

C. Any person who considers an animal to be a nuisance, or in any way to be a threat to persons or property may complain to the Norwich Police Department, who will cause the complaint to be investigated promptly.

#### 5. LICENSING OF ANIMALS.

Note: This section refers only to dogs, cats and wolf hybrids. There is no requirement to license ferrets.

A. All animals kept within the Town of Norwich must be licensed by the Town Clerk, in accordance the provisions and fee schedule described in VSA T20, S3581, except that the license fee for cats shall be \$2 per year. All animals will be licensed by April 1 each year. A penalty of 50% of the license fee will be added after April 1.

New animals, animals not yet six months old on April 1 and animals who have moved into Norwich with their owners are exempt from the 50% penalty.

All animals when they reach the age of 6 months must be licensed within 30 days. Newly acquired animals older than 6 months must be licensed immediately.

When an animal has been registered for the current year (4/1 to 3/31) in another town in Vermont, and the owner then moves to Norwich, a current Norwich tag will be issued for \$1 on presentation of the other town's license (T20, S3591). No reciprocity is provided with any other State's license.

B. By April 15, the Town Clerk will prepare a list of licenses issued during the current year and a list of those animals, licensed in the previous year that have not yet been licensed in the current year (T20, S3590). The Town Clerk will notify each owner of an animal thus identified that the animal is unlicensed and will explain the penalties involved. This notice may be in writing or by telephone.

The Town Clerk will charge a \$10 per animal late fee to each owner who licenses an animal after April 1st.

C. On June 1st, the Town Clerk will deliver to the Selectmen a list of those animals still unlicensed. The Selectmen will authorize the dispatch of a letter informing the owner that a late fee of \$10 has been charged and will be collected. Owners will be warned that non-payment could result in destruction of the animal (T20, S3621).

D. When the Norwich Police find an animal that is unlicensed for the current period, they will inform the owner of the need to license and the penalties that will be collected.

6. ANIMAL BITES (protection from rabies).

Note: These regulations are based on the recommendations of the Vermont Department of Health.

A. When a complaint is received that an animal has bitten a human, the Animal Control Officer or Police shall identify the animal, if it has a license tag, and will order the owner to confine the animal for 10 days. If no facilities exist for confining the animal at the owner's home, the animal will be placed in the care of a veterinarian for 10 days and all expenses thus incurred will be the responsibility of the owner.

If the animal has a current tag, but the owners cannot be found; the Police may hold the animal for up to 24 hours. After this time, the animal will be delivered to a Veterinarian for the 10 day observation period.

In the event the animal has no identification and the owner cannot be found, the animal will be delivered to a Veterinarian for observation.

If any animal appears ill during the 10 day confinement this animal must be evaluated by a Veterinarian. No animal may be destroyed during the 10 day observation period, except on the order of a veterinarian and after an attempt has been made to contact the owner.

B. The Norwich Health Officer or Deputy will be informed of the bite and he will ensure that the person who was bitten receives medical attention.

The Health Officer will determine that the period of confinement is carried out. At the end of 10 days the Health Office will contact the animal owner and determine if the animal is healthy. The Health Officer may decide that a veterinarian should examine the animal and issue a certificate of freedom from rabies; the cost of such examination will be paid by the animal's owner.

If there is any doubt about the animals health at the end of confinement the animal will remain confined and advice will be obtained from the Department of Health.

The Health Officer will file an Animal Bite Report Form with the Vermont Department of Health.

C. Should rabies be confirmed in the confined animal the matter shall be handled as directed by the Board of Health with the advice of the Department of Health and after an attempt has been made to contact the owner.

7. DOGS CAUSING DAMAGE OR DEATH OF ANIMALS.

When the Board of Selectmen receive a written complaint that an animal or animals have be harassing, injuring or killing domestic or farm animals they will appoint a person to investigate the incident and to give the Board of Selectmen a description of the damage done and its dollar value. The Selectmen will consider the report and may pay compensation to the complainant, recovering such sum from the owner or keeper of the animal(s) if he is known. The Board of Selectmen may take appropriate action to prevent a reoccurrence of the incident.

## 8. ENFORCEMENT OF THIS ORDINANCE.

A. The Selectmen may appoint an Animal Control Officer to carry out and enforce the provisions of this ordinance. The appointment will detail the duties of the Officer. The Animal Control Officer will be paid an agreed hourly rate for his services on a contract basis.

In the event that the position of Animal Control Officer is vacant, all complaints will be handled by the Norwich Police Department, who are authorized to employ temporary qualified staff to catch or restrain animals, to transport and/or impound animals or to cause animals to be destroyed, which actions shall be in compliance with the provisions of this ordinance. References to the Animal Control Officer shall include the Police Officers when they are acting as Animal Control Officer.

B. The Animal Control Officer or the Norwich Police shall have one or more of the following administrative alternatives at their disposal:

1 (a) A warning, either verbal or written, to alert an owner that his/her animal is creating a nuisance or must be registered.

(b) A Citation (and fine) for violation of a provision of this ordinance. First citation - \$25 fine. Second and subsequent citations up to a \$100 fine. (See appendix A for Guidelines for the Police.)

2. An order to restrain the animal. Such order shall be in writing and a copy shall be delivered to the Board of Selectmen.

3. Temporary impoundment of the animal, until such time as its owner can be located. This will result in a \$25 charge if the Animal Control Officer goes out to collect the animal.

4. An Order of Confinement for biting animals or bitches in heat.

5. Such other action as the Board of Selectmen shall determine.

## 9 APPEALS.

Any person receiving a citation (and fine), an order to restrain or an order to confine an animal may appeal that action in writing to the Clerk of the Board of Selectmen, within twenty one days of mailing of the notice of violation. On receiving such an appeal the Selectmen will schedule a hearing of the appeal within fourteen days of the receipt of the request. The owner of the animal, the Animal Control Officer and the person making the complaint about the animal will be notified to attend the hearing. The Selectmen will hear the merits of the incident at the hearing and shall affirm, reduce or eliminate the penalty as justice may require. The decision shall be delivered or mailed to the respondent in the same manner as the notice of violation and shall be effective five days following mailing of the decision or immediately following delivery of the decision.

If the person making the original complaint about an animal declines to attend the hearing and the Animal Control Officer affirms the action taken by him was solely upon the information of the complainant and not corroborated by his personal observation, the fine or order shall be dismissed by the Selectmen.

10. PAYMENT OF FINES, WAIVER FOR NON-CONTESTED VIOLATIONS AND COLLECTION BY THE TRAFFIC AND MUNICIPAL COURT.

All fines must be paid within 35 days of issuing of a citation. A waiver of one half of the fine will be made if the fine is paid to the Treasurer, Town of Norwich within 35 days of mailing or receipt of the citation. If the fine has not been paid after 35 days, a Traffic and Municipal Court citation will be issued for collection of the full fine.

11. EFFECTIVE DATE.

This ordinance will become effective 60 days after adoption. Cats must be registered by April 1, 1996.

12. SEVERABILITY.

Any part or provision of this ordinance shall be considered severable, and the invalidity of any part or section will not be held to invalidate any other part or provision of this ordinance.

*Morgan E. Goodrich*  
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Morgan Goodrich

*Nov. 13, 1995*  
.....  
Date adopted

*John Lawe*  
.....  
John Lawe

*Mary Ellen Kreider*  
.....  
Mary Ellen Kreider

*January 15, 1996*  
.....  
Date effective

*Corinne Richardson*  
.....  
Corinne Richardson

*Jay VanArman*  
.....  
Jay VanArman

**APPENDIX A.**

**Guidelines for the Police or Animal Control Officer.**

1. When an animal is running at large but causing no other nuisance, the owner should receive a warning for the first offense and a \$25 fine for every subsequent offense. (The intention is not to "fine" the owner but to reimburse the Police for the time spent dealing with the wandering animal). This will apply to these situations:

- \* the animal is brought to the police station
- \* the police find and pick up a wandering animal, for example an animal wandering in traffic
- \* the police receive a call to pick up a dog running at large.

2. When a first citation is issued for an animal biting, attacking or being a physical threat, the owner should be informed that a first offense carries no fine, only a warning. However, the owner should consider appropriate restraint of the animal both to protect the public from injury and the owner from a civil action.

A second citation for the same reason must result in restraint of the animal, which may be verified by the Police.

3. A restraining order shall remain in effect for one year. After this period the owner may relax the restraint if he/she is convinced the animal no longer poses a threat. However a further citation will result in a full fine and reimposition of the restraining order.

**APPENDIX B.**

**ADDITIONAL PROVISIONS**

Norwich residents should be aware of the following additional restraining provisions. The owner or keeper shall be held responsible for restraining his or her dog(s) in the following situations.

1. All dogs kept within the Norwich Fire District must be restrained to the confines of their owners or keepers property lines, or under the direct control of their owners or keepers when away from that property. Dogs found running at large in the Fire District will be subject to impoundment and/or a fine of not less than \$25, which fine may be repeated for each violation.
2. No dogs will be allowed on the premises of the Norwich Swimming Pool during supervised hours. After supervised hours dogs are only allowed when they are under the immediate control of their owners or keepers.

NORWICH ANIMAL CONTROL ORDINANCE - 1995

1. AUTHORITY.

This ordinance is adopted under the provisions of VSA T20, S3549.

2. CIVIL ORDINANCE

Any infraction of this ordinance will be considered a civil matter.

3. DEFINITIONS.

"Animals": shall include dogs, cats, ferrets and wolf-hybrids.

"At large": shall mean off the premises of the owner and not under the control of the owner, a member of his immediate family or an agent of the owner either by leash, cord, chain or otherwise within the control of such person, so that at all times the animal can be prevented from causing any damage, disturbance, or annoyance.

"Restraint": shall mean physical restriction of the animal by chaining, leashing, use of an electronic fencing, placing in a fenced or enclosed area, or other similar action.

"Confinement": shall mean being kept in a closed space from which the animal shall not be allowed to leave. The inside of a house or closed garage or a kennel is such a place. Note that an outdoor wire pen is not sufficient to confine a bitch in heat.

"Impoundment": shall mean the taking of an animal into physical custody by the Animal Control Officer and transport to the nearest available animal shelter. The owner will be required to pay all expenses incurred during the period that an animal is impounded.

"Sustained period": shall mean a period of 20 minutes or longer of continuous or frequent occurrence.

"Repeatedly": shall mean more than twice within a seven day period.

4. GENERAL PROVISIONS.

A. Each person owning and/or keeping an animal or animals within the Town of Norwich shall bear sole responsibility for the actions of his or her animal(s). The owner or keeper shall be held responsible for preventing his or her animal(s) from becoming a nuisance, as defined below, and shall be responsible for payment of all damages and expenses caused by his or her animal(s), including impoundment fees.

B. Under this section, an animal is causing a nuisance, or is a menace to persons or property, under any of the following conditions:

1. If it runs at large off the premises of the owner on any public or private property.

2. If it barks or howls continuously for sustained periods of time, causing annoyance to persons.
3. If, while running at large, it damages or destroys property, spreads garbage, defecates on lawns, or if it chases vehicles, game, domestic animals, or humans.
4. While it runs at large, it bites, attacks or otherwise menaces persons using the streets or sidewalks.
5. If a bitch is unconfined while in heat.

C. Any person who considers an animal to be a nuisance, or in any way to be a threat to persons or property may complain to the Norwich Police Department, who will cause the complaint to be investigated promptly.

#### 5. LICENSING OF ANIMALS.

Note: This section refers only to dogs, cats and wolf hybrids. There is no requirement to license ferrets.

A. All animals kept within the Town of Norwich must be licensed by the Town Clerk, in accordance the provisions and fee schedule described in VSA T20, S3581, except that the license fee for cats shall be \$2 per year. All animals will be licensed by April 1 each year. A penalty of 50% of the license fee will be added after April 1.

New animals, animals not yet six months old on April 1 and animals who have moved into Norwich with their owners are exempt from the 50% penalty.

All animals when they reach the age of 6 months must be licensed within 30 days. Newly acquired animals older than 6 months must be licensed immediately.

When an animal has been registered for the current year (4/1 to 3/31) in another town in Vermont, and the owner then moves to Norwich, a current Norwich tag will be issued for \$1 on presentation of the other town's license (T20, S3591). No reciprocity is provided with any other State's license.

B. By April 15, the Town Clerk will prepare a list of licenses issued during the current year and a list of those animals, licensed in the previous year that have not yet been licensed in the current year (T20, S3590). The Town Clerk will notify each owner of an animal thus identified that the animal is unlicensed and will explain the penalties involved. This notice may be in writing or by telephone.

The Town Clerk will charge a \$10 per animal late fee to each owner who licenses an animal after April 1st.

C. On June 1st, the Town Clerk will deliver to the Selectmen a list of those animals still unlicensed. The Selectmen will authorize the dispatch of a letter informing the owner that a late fee of \$10 has been charged and will be collected. Owners will be warned that non-payment could result in destruction of the animal (T20, S3621).

D. When the Norwich Police find an animal that is unlicensed for the current period, they will inform the owner of the need to license and the penalties that will be collected.

6. ANIMAL BITES (protection from rabies).

Note: These regulations are based on the recommendations of the Vermont Department of Health.

A. When a complaint is received that an animal has bitten a human, the Animal Control Officer or Police shall identify the animal, if it has a license tag, and will order the owner to confine the animal for 10 days. If no facilities exist for confining the animal at the owner's home, the animal will be placed in the care of a veterinarian for 10 days and all expenses thus incurred will be the responsibility of the owner.

If the animal has a current tag, but the owners cannot be found, the Police may hold the animal for up to 24 hours. After this time, the animal will be delivered to a Veterinarian for the 10 day observation period.

In the event the animal has no identification and the owner cannot be found, the animal will be delivered to a Veterinarian for observation.

If any animal appears ill during the 10 day confinement this animal must be evaluated by a Veterinarian. No animal may be destroyed during the 10 day observation period, except on the order of a veterinarian and after an attempt has been made to contact the owner.

B. The Norwich Health Officer or Deputy will be informed of the bite and he will ensure that the person who was bitten receives medical attention.

The Health Officer will determine that the period of confinement is carried out. At the end of 10 days the Health Office will contact the animal owner and determine if the animal is healthy. The Health Officer may decide that a veterinarian should examine the animal and issue a certificate of freedom from rabies; the cost of such examination will be paid by the animal's owner.

If there is any doubt about the animals health at the end of confinement the animal will remain confined and advice will be obtained from the Department of Health.

The Health Officer will file an Animal Bite Report Form with the Vermont Department of Health.

C. Should rabies be confirmed in the confined animal the matter shall be handled as directed by the Board of Health with the advice of the Department of Health and after an attempt has been made to contact the owner.

7. DOGS CAUSING DAMAGE OR DEATH OF ANIMALS.

When the Board of Selectmen receive a written complaint that an animal or animals have be harassing, injuring or killing domestic or farm animals they will appoint a person to investigate the incident and to give the Board of Selectmen a description of the damage done and its dollar value. The Selectmen will consider the report and may pay compensation to the complainant, recovering such sum from the owner or keeper of the animal(s) if he is known. The Board of Selectmen may take appropriate action to prevent a reoccurrence of the incident.

8. ENFORCEMENT OF THIS ORDINANCE.

A. The Selectmen may appoint an Animal Control Officer to carry out and enforce the provisions of this ordinance. The appointment will detail the duties of the Officer. The Animal Control Officer will be paid an agreed hourly rate for his services on a contract basis.

In the event that the position of Animal Control Officer is vacant, all complaints will be handled by the Norwich Police Department, who are authorized to employ temporary qualified staff to catch or restrain animals, to transport and/or impound animals or to cause animals to be destroyed, which actions shall be in compliance with the provisions of this ordinance. References to the Animal Control Officer shall include the Police Officers when they are acting as Control Officer.

B. Animal Control Officer or the Norwich Police shall have one or more of the following administrative alternatives at their disposal:

1 (a) A warning, either verbal or written, to alert an owner that his/her animal is creating a nuisance or must be registered.

(b) A Citation (and fine) for violation of a provision of this ordinance. First citation - \$25 fine. Second and subsequent citations up to a \$100 fine. (See appendix A for Guidelines for the Police.)

2. An order to restrain the animal. Such order shall be in writing and a copy shall be delivered to the Board of Selectmen.

3. Temporary impoundment of the animal, until such time as its owner can be located. This will result in a \$25 charge if the Animal Control Officer goes out to collect the animal.

4. An Order of Confinement for biting animals or bitches in heat.

5. Such other action as the Board of Selectmen shall determine.

9 APPEALS.

Any person receiving a citation (and fine), an order to restrain or an order to confine an animal may appeal that action in writing to the Board of Selectmen, within ten days of the issuance of the order or citation. On receiving such an appeal the Selectmen will schedule a hearing of the appeal and order the owner of the animal, the Animal Control Officer and the person making the complaint about the animal to attend the meeting. The Selectmen will hear the merits of the incident at the hearing and shall affirm, modify or dismiss the action taken by the animal Control Officer as justice may require.

**APPENDIX A.**

Guidelines for the Police or Animal Control Officer.

1. When an animal is running at large but causing no other nuisance, the owner should receive a warning for the first offense and a \$25 fine for every subsequent offense. (The intention is not to "fine" the owner but to reimburse the Police for the time spent dealing with the wandering animal). This will apply to these situations:

- \* the animal is brought to the police station
- \* the police find and pick up a wandering animal, for example an animal wandering in traffic
- \* the police receive a call to pick up a dog running at large.

2. When a first citation is issued for an animal biting, attacking or being a physical threat, the owner should be informed that a first offense carries no fine, only a warning. However, the owner should consider appropriate restraint of the animal both to protect the public from injury and the owner from a civil action.

A second citation for the same reason must result in restraint of the animal, which may be verified by the Police.

3. A restraining order shall remain in effect for one year. After this period the owner may relax the restraint if he/she is convinced the animal no longer poses a threat. However a further citation will result in a full fine and reimposition of the restraining order.

**APPENDIX B.**

ADDITIONAL PROVISIONS

Norwich residents should be aware of the following additional restraining provisions. The owner or keeper shall be held responsible for restraining his or her dog(s) in the following situations.

1. All dogs kept within the Norwich Fire District must be restrained to the confines of their owners or keepers property lines, or under the direct control of their owners or keepers when away from that property. Dogs found running at large in the Fire District will be subject to impoundment and/or a fine of not less than \$25, which fine may be repeated for each violation.

2. No dogs will be allowed on the premises of the Norwich Swimming Pool during supervised hours. After supervised hours dogs are only allowed when they are under the immediate control of their owners or keepers.

If the person making the original complaint about an animal declines to attend the hearing and the Animal Control Officer affirms the action taken by him was solely upon the information of the complainant and not corroborated by his personal observation, the fine or order shall be dismissed by the Selectmen.

10. EFFECTIVE DATE.

This ordinance will become effective 60 days after adoption. Cats must be registered by April 1, 1996.

11. SEVERABILITY.

Any part or provision of this ordinance shall be considered severable, and the invalidity of any part or section will not be held to invalidate any other part or provision of this ordinance.

*Morgan E. Goodrich*  
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Morgan Goodrich

*August 21, 1995*  
.....  
Date adopted

*John Lawe*  
.....  
John Lawe

*Mary Ellen Kreider*  
.....  
Mary Ellen Kreider

*October 20, 1995*  
.....  
Date effective

.....  
Corinne Richardson

*Jay VanArman*  
.....  
Jay VanArman

# TOWN OF NORWICH

## AN ORDINANCE TO REGULATE STREET VENDORS AND DOOR-TO-DOOR SOLICITORS

### 1. AUTHORITY.

This ordinance is adopted under the provisions of VSA T24, S1971.

### 2. CIVIL ORDINANCE.

Any infraction of this ordinance will be considered a civil violation.

### 3. GENERAL PROVISION.

No person shall, in person or by his employees or agents, sell, peddle, or solicit orders for any goods, wares, merchandise or services within the sidewalks or public streets of the Town of Norwich, or by travelling from door-to-door within the Town of Norwich without first securing a permit from the Chief of Police.

A permit must be obtained 7 days before starting any operation within the Town or immediately upon being notified by the Norwich Police Department.

The permit fee will be set by the Selectboard and printed on the permit form used by the Police Department. The permit will be valid for 7 days. It may be extended for further 7 day periods by calling the Chief of Police, or his deputy and requesting an extension.

### 4. ENFORCEMENT OF THIS ORDINANCE.

Any person, employee or agent who fails to obtain the necessary permit will be fined \$50 and shall cease operation within the Town.

### 5. PAYMENT OF FINES, WAIVER OF NON-CONTESTED VIOLATIONS AND COLLECTION BY THE TRAFFIC AND MUNICIPAL COURT.

All fines must be paid within seven days of issuing a citation. A waiver of one half of the fine will be made if the fine is paid to the Treasurer, Town of Norwich within the seven days. If the fine has not been paid after seven days a Traffic and Municipal Court citation will be issued for collection of the full fine.

*Morgan E. Goodrich*  
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Morgan Goodrich

*Corinne Richardson*  
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Corinne Richardson

*Mary Ellen Kreider*  
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Mary Ellen Kreider

*Jay VanArman*  
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Jay VanArman

*John Lawe*  
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John Lawe  
pedprmit.nor

*29 April 1996*  
.....  
Effective date

**TOWN OF NORWICH**  
**P.O. Box 376**  
**NORWICH, VERMONT 05055-0376**  
**TEL. (802) 649-1419**

NORWICH PARKING ORDINANCE 1996

1. AUTHORITY.

This ordinance is adopted under the authority of Chapter 13, Title 23 of V.S.A. by the Selectboard, in the Town of Norwich.

2. CIVIL ORDINANCE.

Any infraction of this ordinance will be considered a civil matter.

3. PURPOSE.

The purpose of this ordinance is to promote the safety of persons using the public ways in the Town of Norwich. The ordinance lists the areas where no parking is permitted and areas where parking is allowed to a limited degree.

In places where parking is not prohibited, all vehicles shall park parallel to the curb and with the wheels on the right side of the vehicle next to the curb.

4. NO PARKING ZONES.

The following areas are designated as NO PARKING zones and no vehicle shall park thereon at any time.

Zone 1. South side of Beaver Meadow Road: from the intersection of Beaver Meadow Road and Main Street, westerly along the south side of Beaver Meadow Road to the point where Hopson Road starts.

Zone 2. North side of Beaver Meadow Road: from a point 300 feet from Main Street in a westerly direction along the north side of Beaver Meadow Road to the south end of Bridge #39 which is over Blood Brook, near St. Francis' Church.

Zone 3. West side of Main Street: from the intersection of Beaver Meadow Road and Main Street, in a southerly direction along the west side of Main Street to the southern boundary of the Norwich Inn property.

Zone 4. West side of Main Street: from the intersection of Beaver Meadow Road and Main Street, in a northerly direction along the west side of Main Street for a distance of 40 feet measured from the edge of the travelled way on the north side of Beaver Meadow Road.

Zone 5. Opposite the entrance to Norwich Square: on the east side of Main Street opposite the Norwich Square, alongside a triangle at the intersection of Main Street and Route 5.

Zone 6. North and south sides of Carpenter Street: from the intersection of Main Street and Carpenter Street easterly on the north side of Carpenter Street to the easterly boundary of the 1820 House property.

From the intersection of Main Street and Carpenter Street easterly on the south side Carpenter Street to the intersection of Carpenter Street and Lary Lane.

Zone 7. Both sides of Turnpike Road: from the east edge of the Huntley Meadow land, westerly along both the north and south sides of Turnpike Road to the intersection of Turnpike Road and Moore Lane.

5. LOADING ZONES.

The following areas are designated as LOADING ZONES for the temporary use only of buses and trucks.

On the south side of Beaver Meadow Road starting at 75 feet from Main Street and stretching for a distance of 25 feet.

On the west side of Main Street, directly in front of the Norwich Inn.

6. LIMITED PARKING ZONES.

A 30-minute parking zone is established on both sides of Main Street in front of the Tracy Hall property.

A 2-hour parking zone is established on the south side of Tracy Hall.

7. DAYLIGHT PARKING AREAS.

Parking is only permitted in these areas during daylight hours. These are defined as one half-hour before sunrise to one half-hour after sunset. Overnight parking is not permitted.

- a) Huntley Meadow parking area.
- b) Gile Mountain parking area.

8. RESERVED HANDICAPPED PARKING.

One parking space at each of the following locations has been designated and signed for use by handicapped persons:

- South side of Tracy Hall on Church Street
- Police Department parking area
- North side of the Norwich Library
- Parking area at Huntley Meadow.

If a handicapped permit is not displayed, the handicapped person may be requested by the Police to establish their status.

9. WINTER REGULATIONS.

Parking is prohibited on all roads and streets in the Town of Norwich between 11.00 pm and 8.00 am during the period November 15 to March 30. This prohibition is designed to facilitate snow removal. Violators of this section shall have their vehicles towed, and shall be responsible for the costs of such towing and vehicle storage.

10. ADDITIONAL REGULATION OF PARKING.

The Board of Selectmen may regulate parking in addition to or otherwise as provided in this ordinance, by notice of the designation and description of such parking zones recorded in the office of the Town Clerk and posted in three conspicuous places in the Town of Norwich, together with a publication in the VALLEY NEWS within fourteen days of the adoption of such changes or additional parking zones and the erection of suitable signs in said zones.

11. PENALTY.

The penalty for any violation of this ordinance shall be a fine of \$50. However, the police may, at their discretion, issue a warning for a first offense.

In addition, when the vehicle is considered to be causing an obstruction, the police may arrange for the vehicle to be towed away and the operator/owner shall be responsible for any towing and/or storage charges that may be incurred.

12. PAYMENT OF FINES, WAIVER FOR NON-CONTESTED VIOLATIONS AND COLLECTION BY THE TRAFFIC AND MUNICIPAL COURT.

All fines must be paid within 10 working days of issuance a ticket. A waiver of one half of the fine will be made if the fine is paid to the Treasurer, Town of Norwich within 10 working days. If the fine has not been paid after this period, the ticket will be sent to the Traffic and Municipal Court for collection of the full fine.

13. SEVERABILITY.

Any part or provision of this ordinance shall be considered severable, and the invalidity of any part or section will not be held to invalidate any other part or provision of this ordinance.

*Morgan E. Goodrich*  
Morgan Goodrich

*Corinne S. Richardson*  
Corinne Richardson

*Mary Ellen Kreider*  
Mary Ellen Kreider

*Jay Van Arman*  
Jay VanArman

Signed: October 14, 1996

.....  
John Lawe

Effective: December 13, 1996

Notices

When this ordinance becomes effective it will replace the four separate parking ordinances which were adopted between 1990 and 1996.

Your attention is called to the NO PARKING zones established by the State of Vermont Traffic Committee.

"Parking is prohibited on both sides of US 5 in the Town of Norwich beginning at 200 feet south of the drive to the Co-Op Farmer's Market (MP 0.12+/-) and extending northerly to 200 feet north of the drive to the Co-Op Farmer's Market (MP 0.20+/-) for a total distance of 400+/- feet. (Adopted March 28, 1983).

"Parking is prohibited on US 5 in the Town of Norwich on the west side beginning at 100+/- feet south of TH # 60 (Elm St. MP 1.37+/-) and extending northerly to 121+/- feet north of # 60 (MP 1.40 +/-). Parking is prohibited on the east side of US 5 beginning across from TH # 60 (MP 1.39+/-) and extending northerly to 200+/- feet north of TH # 60 (MP 1.43+/-). (Adopted October 19, 1984).

park96.nor

RECEIVED

October 16, AD 1996

AT 2 O'CLOCK 00 MIN. P.M.

AND RECORDED IN Ordinance Book

BOOK PAGE

ATTEST. *Braue J. Lynch*

TOWN CLERK, NORWICH, VERMONT

ORDINANCE TO PROHIBIT THE DISPOSAL OF HUMAN  
BIO-SOLID WASTE AND SEPTAGE WITHIN THE TOWN OF NORWICH

The Board of Selectmen of the Town of Norwich hereby ordains:

Purpose of Ordinance: The purpose of this Ordinance is to prohibit the disposal and treatment of human bio-solid waste and septage within the Town of Norwich unless such disposal and treatment shall be conducted at a facility owned and operated by the State of Vermont ~~of~~<sup>or</sup> a governmental subdivision thereof.

Authority: This Ordinance is adopted pursuant to Title 24 V.S.A. Section 2291 (12) in accordance with the procedures set forth in Title 24 V.S.A. Section 1971 et seq.

Section I - Prohibition: The acceptance, storage, treatment, disposal or dispersal of human bio-solid waste, septage or sludge from any sewage treatment plant shall be prohibited within the Town of Norwich, unless any such activities shall be conducted at a location and facility owned and operated by the State of Vermont or a governmental subdivision thereof.

Section II - Greater Upper Valley Solid Waste District: No provision of this Ordinance ~~shall~~ shall be deemed to contravene or supercede the rights and obligations of the Town of Norwich as a Member of the Greater Upper Valley Solid Waste District (the "District") pursuant to Article I, Sections 7 and 8 of the District Charter approved by the General Assembly of the State of Vermont on June 22, 1990, by the Joint Municipal Survey Committee on January 4, 1990, and subsequently approved by the voters of the Town of Norwich and other District member municipalities.

Section III - Enforcement: Any person, firm, corporation, partnership or other entity violating the provisions of this Ordinance shall be fined not more than One Hundred Dollars (\$100.00) for each violation. Each day the violation occurs shall constitute a separate violation. This Ordinance is designated a civil ordinance pursuant to Title 24 V.S.A. Section 1971(b).

Section IV - Retroactive Effect: Under the provisions of Title 24 V.S.A. Sections 1971; et seq., the Town of Norwich, by its Board of Selectmen, adopts this Ordinance this ~~14<sup>th</sup>~~<sup>14<sup>th</sup></sup> day of October, 1996. This Ordinance is to be effective retroactively, beginning the 1st day of August 1996, unless a Petition is filed in accordance with the provisions of Title 24 V.S.A. Section 1973.

Section V: - Publication and Notices: This Ordinance shall be published in the Valley News on October 21, 1996, shall be entered into the minutes of the Town of Norwich, and posted immediately in five (5) conspicuous places within the Town of Norwich.

(2)

SIGNED AND DATED AS ADOPTED BY THE BOARD OF SELECTMEN OF THE  
TOWN OF NORWICH THIS 14<sup>TH</sup> DAY OF OCTOBER, 1996.

TOWN OF NORWICH  
By its Board of Selectmen

Morgan E. Gordin  
Mary Ellen Kreider  
Corinne S. Richardson  
Jay Van Arms

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TOWN OF NORWICH  
P.O. Box 376  
NORWICH, VERMONT 05055-0376  
TEL. (802) 649-1419

Addition to the Norwich Parking Ordinance.

Introduction.

This is an addition to the Norwich Parking Ordinance 1996. It is intended to regulate parking at and close to the turnarounds on several roads, where the Town Highway vehicles must turn around when snow plowing or maintaining the roads. The addition also limits parking on the approaches to the pedestrian crossing outside Tracy Hall

Statutory background.

The Norwich Selectboard adopted the "Norwich Parking Ordinance, 1996" on October 14, 1996, which became effective on December 13, 1996. This ordinance provides for the Selectboard to regulate parking areas in addition to those described in the original ordinance.

Parking is prohibited.

Parking is prohibited within the turning circle on the following roads and on the last 25 feet of the road approaching the turning circles. The prohibition will be in effect from November 1 to April 30 each year.

- |                 |                     |
|-----------------|---------------------|
| Ruella Road     | Upper Loveland Road |
| Jericho Street  | Bradley Hill        |
| Happy Hill Road |                     |

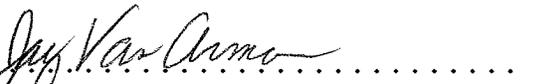
Parking is prohibited on the approach sides of the Main Street Pedestrian Crossing, outside Tracy Hall. There is no parking on the East side (travelling north) between the junction of Church Street and the pedestrian crossing. There is no parking on the West side (travelling south) between the bank driveway and the pedestrian crossing

  
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Neil Fulton

  
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Morgan Goodrich

  
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John Lawe

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Corinne Richardson

  
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Jay VanArman

Approved by the Selectboard, August 18, 1997  
prkadd97.nor

**RECEIVED**  
August 19<sup>th</sup> A.D. 1997  
AT 10 O'CLOCK 30 MIN. A. M.  
AND RECORDED IN Miscellaneous  
BOOK 18 PAGE 669  
ATTEST. Robanne Russell  
TOWN CLERK, NORWICH, VERMONT

**An Ordinance  
Relating to Individual Sewage Disposal Systems  
Town of Norwich**

**1. PURPOSE**

This ordinance is adopted under V.S.A. Title 24, Chapter 102, *On-Site Sewage Systems*. The purpose of this ordinance is to preserve the public health and prevent pollution and to secure the sanitary protection of waters. This ordinance is intended to ensure that sewage is discharged into an approved sewage treatment system and to accomplish the following:

1. Prevent the creation of health hazards which include, but are not limited to surfacing sewage; contaminated drinking water, groundwater and surface water;
2. Insure adequate drainage related to the proper function of sewage disposal; and
3. Insure that facilities are designed, constructed, operated, and maintained in a manner which will promote sanitary and healthful conditions.

Any infraction of this ordinance will be considered a civil matter.

**2. DEFINITIONS**

**Applicant** — the legal owner of the property requiring a sewage disposal system construction permit.

**Continuous Area** — the area approved for construction of a septic system prior to the requirements for a replacement disposal area.

**Health Officer and Deputy Health Officer** — the legally designated health authorities of the Town

**Minor Modification** — work on or replacement of a septic tank that complies with this ordinance and work on or replacement of the piping between the septic tank, the pump chamber, the disposal field or leach area.

**Permit** — a written authorization issued by the Town of Norwich.

**Person** — any institution, public or private corporation, individual, partnership, or other entity.

**Qualified Consultant** — a professional engineer or a site technician acting within the authority of his or her certification.

**Seasonal dwellings** — a structure which is not a primary residence and is not occupied for more than six (6) months of the year.

**Sewage Disposal System** — system for disposal of waste using soil as a disposal medium, including a tank for collection of solids and leach area for liquids or any other system which disposes of waste water on site. This shall include multiple family, commercial and industrial disposal systems, as well as individual single family homes.

**Sewage Officer** — the legally designated authority of the town acting under authority of this ordinance and appointed by the Selectboard.

**Single Family** — a group of persons related by blood or marriage or a group of persons unrelated by blood or marriage living together as a household.

**Single Family Dwelling** — Separate living quarters with cooking, sleeping and sanitary facilities provided within a dwelling unit for the use of a single family maintaining a household.

**Small Scale Wastewater Treatment and Disposal Rules**, effective August 8, 1996, promulgated by the Vermont Department of Environmental Conservation. These Rules are incorporated into this ordinance by reference.

### **3. APPLICABILITY**

All sewage disposal systems shall be built, altered, repaired and used in accordance with this ordinance. This includes, but is not limited to, sewage disposal systems for seasonal dwellings, single and multiple family homes and commercial and industrial properties.

#### **3.1 Seasonal Dwellings**

3.1.1. Any seasonal dwelling constructed after the enactment of this ordinance must receive a disposal system construction permit meeting the full minimum standards of this ordinance if the useful occupancy of the dwelling requires or uses running water. The use of any seasonal dwelling shall not be changed until the requirements of Section 3.4, et seq. are met.

3.1.2. All seasonal dwellings which will not have plumbing and which will have no running water at anytime do not need a disposal system construction permit.

3.1.3. A seasonal dwelling constructed prior to enactment of this ordinance shall not be required to have a sewage disposal system provided no health hazard, nuisance or surface or ground water pollution exists. The Sewage Officer or Health Officer shall determine if such conditions exist. If such conditions do exist, a disposal system shall be installed or upgraded to meet the standards of this ordinance to the extent possible or the running water shall be removed and the generation of sewage ended.

#### **3.2 Single Family Residential Structures**

All single family residences shall receive a disposal system construction permit before commencement of construction on the property. Construction shall be understood to mean the construction, reconstruction, conversion, structural alteration, relocation or enlargement of any structure, including foundation excavation, foundation or building construction, and shall include site work which involves or may affect any portion of existing or proposed sewage disposal or water supply facilities for the structure, and any change in the use of any structure.

##### **3.2.1 Alterations to a Single Family Residential Structure Disposal System**

No sewage disposal system shall be altered, repaired, or rebuilt in any way except as provided in Section 3.2.2 until a disposal system construction permit has been issued.

##### **3.2.2 Exceptions: Minor Modifications**

When a minor modification (see Definitions) to an existing system for a single family dwelling is proposed, the Sewage Officer may waive the disposal system construction permit requirement on a case-by-case basis and issue a minor permit. The Sewage Officer will determine if the proposed work constitutes a minor modification.

### **3.3 Multiple (Including Duplexes) Family Dwellings and Commercial and Industrial Structures**

3.3.1 Wastewater disposal systems for multiple family dwellings and commercial and industrial structures shall be constructed in accordance with relevant state regulations. An approved state permit shall be submitted and approved by the Sewage Officer, prior to commencement of construction of the system. Upon completion of the work an "as built" drawing showing the location, with measurements from a permanent landmark or structure, of the septic tank, clean-out, pump station and any other part of the system that may need to be accessed for maintenance shall be submitted to the Sewage Officer.

### **3.4 Change of Use**

3.4.1 Change of use shall include, but is not limited to, the addition of plumbing or running water, the addition of bedrooms, conversion of seasonal dwellings to single family or multiple family residential structures, conversion of single family residential structures to multiple or commercial or industrial use or the issuance of a conditional use permit.

3.4.2 No structure shall be altered in any way so as to change the use of the structure until the Sewage Officer is satisfied that the existing sewage disposal system is adequate for the proposed use or a Sewage Disposal Construction Permit has been issued for the proposed use.

3.4.3 No structure shall be altered in any way so as to change the use of the structure unless the sewage disposal system and all proposed alterations meet the minimum standards of this ordinance.

### **3.5 Replacement Systems**

A Disposal System Construction Permit must be obtained prior to installing a replacement system. A Certificate of Compliance shall be obtained within a reasonable period of time following the commencement of the installation of the system.

3.5.1 Existing systems determined to be a health hazard, nuisance or polluting surface or groundwater shall be upgraded to meet the standards of this ordinance to the extent possible. The determination of whether an existing system is causing a health hazard, nuisance or is polluting surface or groundwater shall be made by the Sewage Officer or Health Officer.

3.5.2 Replacement systems for single family homes which have an approved replacement or continuous area shall be installed in the approved area in accordance with the original permit issued unless a new location meeting the current standards can be approved. The replacement septic system shall, at a minimum, meet the standards in effect when the original system was permitted. Applicants are encouraged to take advantage of improved design technology, if applicable.

3.5.3 Replacement systems for multiple family dwellings and commercial and industrial structures shall be constructed in accordance with relevant state regulations. An approved state permit shall be submitted and approved by the Sewage Officer, prior to commencement of construction of the replacement system.

### **3.6 Other Applicable Regulations**

In case any other applicable regulation, bylaw, ordinance or statute differs from this ordinance, the stricter shall apply.

## **4. PERMIT PROCEDURES**

### **4.1 Application Fees**

Application fees for permits shall be as established by the Selectboard in the Permit Fee Schedule.

### **4.2 Disposal System Construction Permit**

The owner of any property on which a sewage disposal system is proposed to be built, altered or replaced shall apply for a Disposal System Construction Permit as required by this ordinance.

The application for systems which require a permit from the town shall be submitted to the Sewage officer and shall contain soil and site information as required by the Vermont *Small Scale Wastewater Treatment and Disposal Rules* (see definitions) and a design for a disposal system and a replacement system. The system shall be designed as specified by the Vermont *Small Scale Wastewater Treatment and Disposal Rules*. Wells must be properly isolated from septic systems, in accordance with the Vermont *Small Scale Wastewater Treatment and Disposal Rules*. No reduction in the size of a standard mound systems shall be permitted.

Technical information for the application shall be prepared by a qualified consultant.

The construction permit shall be granted or denied by the Sewage Officer. If the disposal system is not constructed within five (5) years of the date the permit was issued, the permit shall be renewed (see Section 4.5 Terms and Conditions of Permits.)

### **4.3 Minor Permits: Simplified Application Process for Minor Modification**

The owner of any property intending to make a minor modification (see Section 3.2.2) shall make an application for a Minor Permit on the prescribed form. The application shall be made prior to commencement of construction and contain sufficient information to enable the Sewage Officer to evaluate the project. Upon completion of the work an "as built" drawing showing the location of all modifications, with measurements from a permanent landmark or structure, shall be provided to the Sewage Officer.

### **4.4 Design Review**

All applications shall be reviewed by the Sewage Officer or his/her designee. Such review may include site and test pit evaluation and review of all paperwork submitted. The applicant shall provide adequate lead time to ensure that the town's designated review personnel can be present at the opening of the test pits. The applicant shall consult with the Sewage Officer or his/her designee to establish a schedule. Pre-application for a disposal system construction permit shall be made to the Sewage Officer prior to site evaluation or design work. The pre-application shall be on the prescribed form.

The Sewage Officer or his/her designee shall review the site evaluation and proposed design to

determine compliance with the minimum standards of this ordinance. If reviewed by the town's designated review personnel he/she shall inform the Sewage Officer if the application meets the minimum requirements.

#### **4.5 Terms and Conditions of Permits**

4.5.1 If the disposal system is not constructed within five (5) years of the date the Disposal System Construction Permit was issued, the permit must be renewed. Renewal shall occur prior to the time of construction of the disposal system. The Sewage Officer can set terms and condition on the renewal permit. The permit may be renewed when the applicant submits a report to the Sewage Officer that verifies the original permit conditions can be met, including but not limited to, site conditions and water supplies. The Sewage Officer may request the applicant to submit a recommendation prepared by a qualified consultant if additional information is needed to certify that site condition have not changed and that the original permit conditions can be met. Permits shall be renewed unless they are found to be based on false, fraudulent or misleading information or the original permit conditions can no longer be met.

4.5.2 Disposal system construction permits denied renewal are void. A new application must be made for a disposal system construction permit. The conditions of the ordinance in effect at the time of application shall apply to this new permit.

4.5.3 Conditions of construction or use may be placed on the Disposal System Construction Permit or the Certificate of Compliance.

4.5.4 All permits run with the land and are binding upon each and subsequent owners. At the discretion of the Sewage Officer all permits issued under this ordinance, or those permits with conditions of use issued pursuant to this ordinance, may be filed in the town land records,

4.5.5 Easements for off-lot sewage disposal systems must be conveyed to the permittee and recorded in the land records of both the conveyor and the permittee prior to issuance of a construction permit.

#### **4.6 Certificate of Compliance**

The Sewage Officer or his/her designee may inspect all systems before they are covered with soil. The Sewage Officer may request to inspect systems at different stages during installation. The town shall receive a minimum of 48 hours notice for a final inspection. A qualified consultant shall submit a final inspection report to the Sewage Officer. Such report shall certify that the disposal system has been installed as approved or variations from the approved design shall be noted in the report and include an "as built" drawing showing the location, with measurements from a permanent landmark or structure, of the septic tank, clean-out, pump station and any other part of the system that may need to be accessed for maintenance. The Sewage Officer shall issue a Certificate of Compliance permit when satisfied with the installed sewage system. The newly constructed dwelling may not be occupied until the Certificate of Compliance has been issued. Existing dwellings which require a replacement system may be occupied provided a Certificate of Compliance is obtained within a reasonable period of time from commencement of installation of the system. The Sewage Officer shall decide what is a reasonable amount of time.

#### **4.7 Revocation of Permits**

4.7.1 A Disposal System Construction Permit, Minor Permit or a Certificate of Compliance may be revoked by the Sewage Officer for any of the following reasons:

- 4.7.1.1 Materially false, fraudulent, or misleading information contained in the permit application.
- 4.7.1.2 Installation of a system which does not substantially comply with the conditions of the permit.
- 4.7.1.3 Alteration of the proposed septic system site or replacement areas including effluent dispersion areas so that the proposed septic system does not substantially comply with this ordinance.
- 4.7.1.4 Information which shows the proposed septic system will not substantially comply with this ordinance, including, but not limited to, insufficient isolation distances to water supplies.
- 4.7.1.5 Failure to substantially comply with this ordinance or any terms or conditions of permits issued under this ordinance.

4.7.2 Petition for Revocation: A written petition for revocation shall be addressed to the Sewage Officer and shall set forth the name and address of the petitioner, the petitioner's interest in the matter, and a brief statement outlining the basis for revocation of the permit based on the standards established in Sections 4.7.1.1 through 4.7.1.5. Revocation shall only proceed based on the standards established in Sections 4.7.1.1 through 4.7.1.5.

- 4.7.2.1 The Municipality may file a petition and participate in revocation proceedings.
- 4.7.2.2 The Selectboard shall notify the permit holder in writing of a petition for revocation of permit within 72 hours.
- 4.7.2.3 Receipt of the petition shall initiate the revocation procedure. The Selectboard shall hold a hearing within thirty days of the Sewage Officer receiving a revocation petition. The Selectboard shall render a decision within fifteen days of the conclusion of the hearing.
- 4.7.2.4 The Sewage Officer shall give the permit holder written notice of revocation of the permit within 72 hours of revocation. All sewage disposal system work must cease immediately upon notification of revocation of permit.

#### **5. APPEALS**

Any applicant aggrieved by a decision of the Sewage Officer may appeal that decision in writing to the Selectboard within thirty (30) days of such decision. The Selectboard shall hold a hearing within thirty (30) days of such an appeal and shall render a decision within fifteen (15) days after the close of such hearing. Following a Selectboard's hearing, any person aggrieved by a decision of the Selectboard may appeal that decision to Superior Court. The administrative process must be exhausted before appeal to Superior Court.

#### **6. PERMITTED DEVIATIONS**

6.1 At the discretion of the Selectboard, and authorized in writing, deviations from the design specifications in Sections 1-706, Building Sewers, Sewer Collection System and Lift Stations,

and 1-708, Disposal Fields, of the Vermont *Small Scale Wastewater Treatment and Disposal Rules* may be allowed. Such deviations will only be allowed if the minimum soil and site requirements and the performance standards of the Vermont *Small Scale Wastewater Treatment and Disposal Rules* will be met.

6.2 Innovative sewage disposal systems which have an approved Innovative Systems permit from the Department of Environmental Conservation may be approved by the Sewage Officer.

## **7. VARIANCES**

7.1 The Selectboard may grant a variance from the technical requirements of this ordinance if the requirements of this section are met. The disposition of a request for a variance shall be in writing and state the specifications and conditions of any approval or the reasons for a denial.

7.2 A request for a variance shall be in the same form as a request for a disposal system construction permit and include a statement of the grounds for the request and compliance with the requirements of this section.

7.3 Variances from the technical requirements of this ordinance may be granted upon a finding that the performance standards of Section 1-802 of the Vermont *Small Scale Wastewater Treatment and Disposal Rules* will be met and that the following conditions are met:

7.3.1 The proposed wastewater treatment disposal system is intended to eliminate an existing health hazard, or source of pollution from an existing structure.

7.3.2 Site conditions exist which render strict compliance impossible;

7.3.3 There are no other feasible means of legally treating and disposing of the sewage; and

7.3.4 A system can be constructed which will function in a satisfactory manner so as not to create a health hazard, public nuisance or source of pollution.

7.4 Approval of a variance under this section shall not relieve the applicant of the responsibility of complying with all other applicable State and local laws.

## **8. ENFORCEMENT**

A person who neglects or refuses to comply with the provisions of this ordinance may be fined not more than \$200 for each offense. A ticket for each day that the violation is continued shall be issued, and filed with the Vermont Traffic and Municipal Court.

If the violator agrees to pay the fine without contesting it in court, the town will accept a waiver fine of 50% of the assessed fine. The fine must be paid to the Treasurer, Town of Norwich within ten days of issuing. Otherwise the violator will be called to Municipal Court.

## **9. SEVERABILITY**

If any portion of this Ordinance is held unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected.

## **10. DISCLAIMER**

Approval of any sewage disposal system design and installation by the granting of a disposal system construction permit and certificate of compliance shall not imply that the approved

system will be free from malfunction. Proper maintenance of septic systems is vital to their proper functioning. The provisions of this ordinance shall not create liability on the part of the town, of any town official, or employee for the sewage disposal system.

**11. ADOPTION**

ADOPTED by the Norwich Selectboard on AUGUST 25, 1997

*Neil Fulton*

Neil Fulton

*John Lawe*

John Lawe

*Jay VanArman*

Jay VanArman

*Morgan Goodrich*

Morgan Goodrich

*Corinne Richardson*

Corinne Richardson

Approved by the Vermont Department of Environmental Conservation:

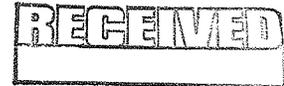
*Canute E. Dalmasse*

Canute E. Dalmasse, Commissioner

9/7/97

Date

Effective Date: 28 October 1997



**RECEIVED**

September 22 A.D. 1997  
AT 9 O'CLOCK 15 MIN. A.M.  
AND RECORDED IN Ordinance & Misc. 19  
BOOK 19 PAGE 1-8  
ATTEST. Bruce J. Lynch  
TOWN CLERK, NORWICH, VERMONT

SEP 22 1997

**TOWN OF NORWICH**  
**P.O. Box 376**  
**NORWICH, VERMONT 05055-0376**  
**TEL. (802) 649-1419**

AN ORDINANCE TO REGULATE DISCHARGE OF FIREARMS  
IN PARTS OF THE TOWN OF NORWICH.

1. Introduction. The Selectboard is regulating the discharge of firearms in the densely populated and built-up areas within and close to the Norwich Fire District, to protect the residents.
2. Authority. The Selectboard of the Town of Norwich, in the County of Windsor, in the State of Vermont, acting under the authority of Title 24 VSA, Section 2291 (8) hereby establish a zone in which discharge of firearms is prohibited.
3. Civil Ordinance. Any infraction of this ordinance will be considered a civil matter.
4. The land affected by this prohibition. The land area is that known as the Norwich Fire District, excluding that part of the district located along US Route 5 north. Also included is residential subdivision of Hawk Pine Hills. A map delineating the area is attached to this ordinance. Copies are available from the Town Clerk's office.
5. Exceptions. For ceremonial salutes, on occasions such as Memorial Day, Veterans Day, and Independence Day, discharge of firearms, using only blank cartridges, will be permitted. This also includes salutes at funerals. The persons discharging the firearms must be authentic uniformed representatives of the event being held.  
All law enforcement officers are exempt from this prohibition while they are performing their official duties.
6. Penalty. Any person discharging a firearm in the prohibited area shall be issued a Municipal and Traffic Court ticket and a fine of \$100 will be assessed.
7. Waiver fine for Non-contested tickets. If the person who is issued a ticket does not contest the fine, then he/she may mail the ticket to the Traffic/Municipal Court with a check or money order for the waiver fine. The waiver fine will be 50% of the assessed fine (\$50).

8. Severability. Any part or provision of this ordinance shall be considered severable, and the invalidity of any part or section will not be held to invalidate any other part or provision of this ordinance.

  
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Neil Fulton

  
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Corinne Richardson

  
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Morgan Goodrich

  
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Jay VanArman

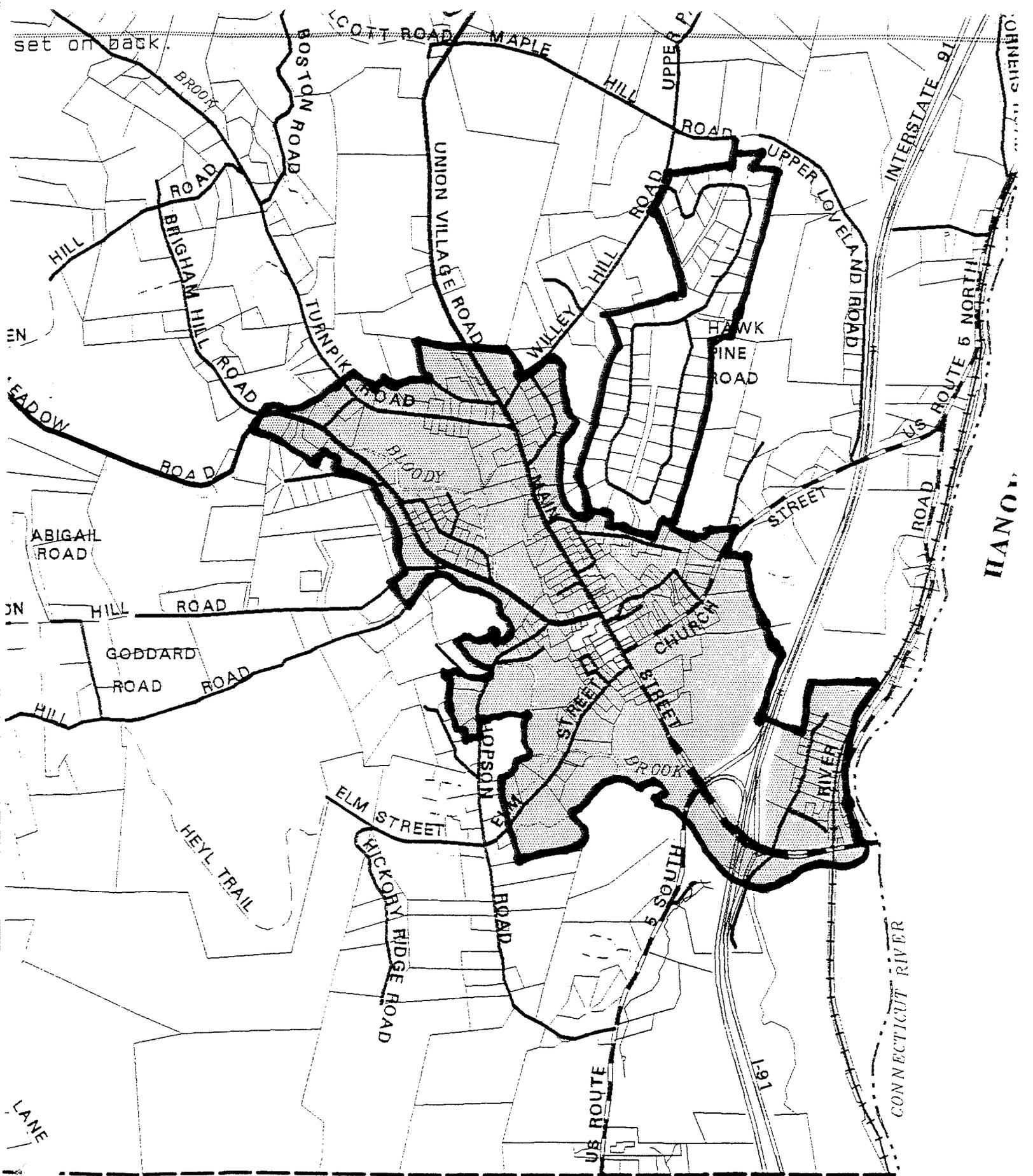
  
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John Lawe

Signed: November 10, 1997

Effective: January 9, 1998

firearms.nor

**RECEIVED**  
November 12 A.D. 1997  
AT 10 O'CLOCK 50 MIN. A.M.  
AND RECORDED IN Misc. & Ordinance  
BOOK 19 PAGE 18-20  
ATTEST. Berene J. Lynch  
TOWN CLERK, NORWICH, VERMONT



NO DISCHARGE OF FIREARMS ZONE November 10, 1997  
Including: Village Residential and Business Zoning Districts, and Hawk Pine Development Land

Town of Norwich  
P.O. Box 376  
Norwich, VT 05055-0376

A REGULATION THAT ESTABLISHES A MORATORIUM ON ISSUING PERMITS  
TO ALLOW THE SITING AND CONSTRUCTION OF WIRELESS  
TELECOMMUNICATIONS FACILITIES AND ANCILLARY IMPROVEMENTS

Purpose of the Regulation The purpose is to prohibit the issuing of permits for siting and construction of wireless telecommunication facilities and ancillary improvements until the Town has adopted new regulations relating to the siting and construction of wireless telecommunications facilities and ancillary improvements.

Authority. The Selectboard of the Town of Norwich, Vermont, acting under the authority of Title 24 V.S.A. § 4407 (18) hereby establish a moratorium on issuing permits to allow the siting and construction of wireless telecommunications facilities and ancillary improvements.

Time Period. The moratorium shall take effect upon the effective date of this regulation and then shall run for 180 days or shall terminate upon the effective date of new regulations relating to the siting and construction of wireless telecommunication facilities and ancillary improvements , whichever comes first.

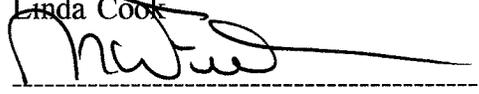
Land Affected. This regulation applies to all land in Norwich.

Date signed 19 May 1998

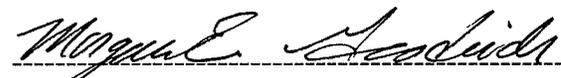
  
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Linda Cook

Effective date 18 July 1998

  
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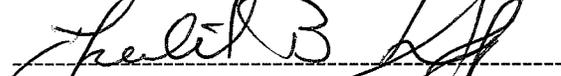
Neil Fulton

  
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Morgan Goodrich

  
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John Lawe

  
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Fred Smith, Jr.

Norwich Selectboard.

Town of Norwich  
 P.O. Box 376  
 Norwich, VT 05055-0376

NOTICE

The Selectmen of the Town of Norwich have adopted an ordinance which establishes a policy on the possession and consumption of alcohol on Town Property.

"An Ordinance to Regulate the Possession and Consumption of Alcohol on Town of Norwich Property."

The sections of this ordinance are as follows:

Authority	Civil Ordinance
Definitions	Prohibition
Exceptions	Enforcement
Collection of fines and waivers	Severability

This ordinance was adopted on November 16, 1998, and will become effective on January 17, 1999. The full text may be inspected in the Town Clerk's Office in Norwich between 8.30 am and 4.30 pm, Monday through Friday or Saturday from 10.00 to noon. Copies are available from the Town Clerk.

Title 24, Chapter 59, V.S.A., Section 1972 states that the rule will become effective 60 days after signature. Section 1973 (a) states that "an ordinance or rule adopted by a municipality may be disapproved by a vote of a majority of the qualified voters of the municipality voting on the question at an annual or special meeting duly warned for the purpose pursuant to a petition signed and submitted in accordance with subsection (b). Subsection (b) states that "a petition for a vote on the question of disapproving an ordinance or rule shall be signed by not less than five percent of the qualified voters of the municipality and presented to the legislative body within 45 days following the date of adoption of the ordinance or rule by the legislative body".

For further information please call the Norwich Town Clerk at 649-1419

**Town of Norwich  
P.O. Box 376  
Norwich, VT 05055-0376  
Tel: 802-649-1419**

**AN ORDINANCE TO REGULATE THE POSSESSION AND CONSUMPTION  
OF ALCOHOL ON TOWN OF NORWICH PROPERTY.**

1. **AUTHORITY.**

The Selectboard of the Town of Norwich, in the State of Vermont, acting under the authority of Title 24 VSA, §2291 hereby enact the following ordinance.

2. **CIVIL ORDINANCE.**

Any infraction of this ordinance will be considered a civil matter.

3. **DEFINITIONS.**

"Alcohol" is defined as ethanol present in beer, wine or distilled liquors at or above a 1% concentration.

An "open container" is a can, bottle or other container which has been opened or where the original cap has been removed or the original seal broken.

4. **PROHIBITION.**

(A) Use, possession or distribution of alcohol is not permitted:

(i) on any Town of Norwich land adjacent to the Marion Cross School property. This includes any portion of the School Green that may be owned by the Town of Norwich.

(ii) within all buildings owned by the Town.

(B) Consumption of alcohol is prohibited on any land owned by the Town of Norwich. Possession of an open container on Town of Norwich property is also prohibited.

5. **EXCEPTIONS.**

The rules for rental of Tracy Hall allow a champagne toast providing it complies with the policy for rental of Tracy Hall.

6. **ENFORCEMENT.**

Any violation of this ordinance will result in the following penalties

First offense: Written warning.

Second offense: \$50 fine

Third and subsequent offenses: \$100 fine.

7. PAYMENT OF FINES, WAIVER FOR NON-CONTESTED VIOLATIONS AND COLLECTION BY THE JUDICIAL COURT.

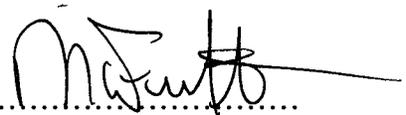
All fines must be paid within 10 days of issuing a citation under this ordinance. A waiver of one half of the fine will be made if the fine is paid to the Treasurer, Town of Norwich within the 10 days. If the fine has not been paid after 10 days, a Judicial Court ticket will be submitted to the Judicial Court.

8. SEVERABILITY.

Any part or provision of this ordinance shall be considered severable, and the invalidity of any part or section will not be held to invalidate any other part or provision of this ordinance.

  
.....  
Linda Cook

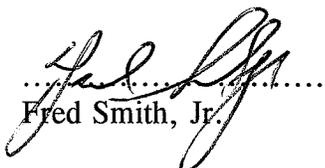
November 16, 1998  
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Date adopted

  
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Neil Fulton

  
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Morgan Goodrich

January 17, 1999  
.....  
Effective date

  
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John Lawe

  
.....  
Fred Smith, Jr.

Town of Norwich  
P.O. Box 376  
Norwich, VT 05055-0376  
Tel: 802-649-1419

## PRIVATE HIGHWAY SPECIFICATIONS ORDINANCE.

Design, Layout and Construction Standards.  
(See also the graphic design standards in Appendix A)

**Introduction:** The following specifications for construction of highways must be met for any highway serving two or more, but less than eleven, lots or single family dwelling units. Please note, however, that paragraphs two and five, have two sets of specifications. There are standards for highways serving two to five lots and for six to ten lots

Any highway serving eleven or more lots or units must meet the Specifications for Town Highways. Any highway to be transferred to Town ownership and maintenance must meet the Specifications for Town Highways. Any highway serving a subdivision which, considered as a whole, involves eleven or more lots or units must meet the Specifications for Town Highways.

**1. Right of Way:** The right of way shall be 50 feet in width, with additional slope rights where necessary. The highway shall be built in the center of the right of way and shall be cleared to permit and facilitate snow removal and proper maintenance of drainage ditches, culverts, slopes and banks, turnoff and turnarounds.

**2. Highway Sub-grade and Surface Preparation:** The highway shall have a minimum depth of 12 inches of packed gravel. The travelled portion of the Highway shall be of the following minimum width:

Serving two to five lots - 17 feet (no shoulders needed).

Serving six to ten lots - 18 feet plus a one foot gravel shoulder on each side of the highway giving a total width of 20 feet.

The Planning Commission may consider granting a waiver permitting portions of the highway to be narrower if it finds that, due to special circumstances of a particular site, a wider road will adversely affect significant natural resources, the rural character, or aesthetics, and that provisions can be made for a narrower road to provide access for vehicles using or servicing the highway or area including emergency equipment. In granting a waiver, the Commission shall require such reasonable conditions as additional turnoffs and greater width on corners, that will in its judgement, and with the concurrence of the Fire Chief and Police Chief, provide access substantially the same as with the wider road.

3. Drainage Ditches: Drainage ditches shall be provided where necessary and shall be constructed to prevent infiltration of water into the gravel sub-base and to conduct storm drainage to waterways and adsorption areas. Accordingly, drainage ditches adjacent to highways are normally to be at least 6 inches below the gravel sub-base or 18 inches below finished grade to minimize spring break-up.

4. Culverts: Culverts shall be installed during the construction of the highway and prior to highway sub-base and surface preparation and placement. Backfill in excavations for culverts shall be compacted to prevent or minimize settling in surface, shoulders or slopes. Culverts shall be of adequate size to handle drainage areas and volumes involved. Culverts shall be at least 15 inches in diameter. Culvert sections shall be properly joined and shall extend at least 2 feet beyond highway surface and shoulder width.

Culverts shall be of corrugated or helical coated steel, aluminum, PVC or similar strength material. Inlet and outlet ditches, boxes and other protection necessary shall be provided to minimize erosion damage at culvert inlet and outlet areas, and to banks, slopes, or ditches. Culverts on access ways, approaches, or driveways entering upon the highway, shall conform to these requirements and standards and shall be of adequate length to permit easy turning on or off the highway. Culvert elevations shall be keep as low as possible.

5 Grades: Highway grades shall meet the following standards:

Highways serving two to five lots: grades shall not average more than 15% A maximum grade of 17% is permissible in stretches not exceeding 200 feet.

Highways serving six to ten lots: grades shall not average more than 13% A maximum grade of 15% is permissible in stretches not exceeding 200 feet.

6. Turnarounds: Turnarounds on dead end highways shall accommodate equipment and vehicles using or servicing the highway and area including emergency equipment. Drainage should be provided to prevent impounding of water.

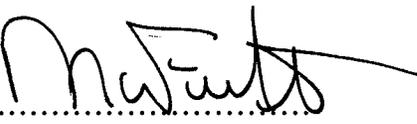
7. Turnoffs: Turnoffs with adequate elevation, surface, drainage ditches and culverts shall be provided to permit safe passing under summer and winter conditions, and shall be dimensioned and constructed to enable effective and efficient snow removal.

8. Driveways and approaches: Driveways and approach roads entering upon a private highway shall be constructed to the same specifications as a driveway entering upon a town highway (see Norwich Driveway Access Specifications Ordinance. Private highways shall be required to get a Town of Norwich Highway Access Permit and shall conform to the conditions listed on the application form.

9. Slopes and Banks: Vertical or sharp cut faces, excepting ledge, shall not be permitted. Slopes and banks shall not be greater than 1½ : 1 (length to height). When the slope or bank exceeds four feet in vertical height then the slopes and banks shall not be greater than 2 : 1. Soil stability of a bank shall be a design consideration, and slope or bank shall be designed and constructed to prevent instability, slides, washes, or other disturbances to the slope or bank surface or sub-surface. Banks shall not interfere with snow removal. After construction and final grading banks will be seeded to minimize surface erosion. Cribbing or rip rap shall be provided where needed.

10. Alignment and Curves: Highways shall be aligned and constructed to provide visibility, curves and accesses required for safe travel and maintenance under both summer and winter conditions. The minimum horizontal curve, measured at the centerline radius, shall be 50 feet.

  
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Linda Cook

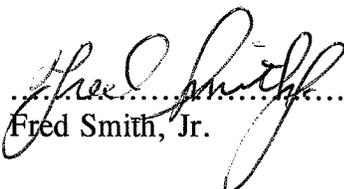
  
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Neil Fulton

22 February 1999  
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Date adopted

  
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Morgan E. Goodrich

  
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John E. Lawe

16 April 1999  
.....  
Date effective

  
.....  
Fred Smith, Jr.

**Town of Norwich**  
**P.O. Box 376**  
**Norwich, VT 05055-0376**  
**Tel: 802-649-1419**

ORDINANCE TO REGULATE THE SPEED OF MOTOR VEHICLES.

1. The Selectmen of the Town of Norwich, in the County of Windsor and the State of Vermont, acting under the authority of Title 24 VSA, Section 2291(4) hereby establish a maximum speed limit on the following listed roads in the Town of Norwich.
2. This speed limit has been adopted taking into account the largely residential nature of these roads and the number of children who use the roads. They both have narrow and curved sections and the proposed speeds are consistent with these conditions. A traffic engineering study on Hawk Pine Road confirmed the speed recommendations..
3. Fines for violation of this ordinance shall be as provided in Title 23, VSA, Chapters 13 and 23.
4. (a) A maximum speed of 35 MPH shall be permitted on Chapel Hill Road starting at its intersection with Mitchell Brook Road and ending at the intersection of Chapel Hill Road and Beaver Meadow Road  
 (b) A maximum speed of 30 MPH shall be permitted on Hawk Pine Road along its entire length with the following additional advisory signs:
  - (i) A speed advisory sign limiting speed to 10 MPH and a curve warning sign be placed at the hairpin turn
  - (ii) A speed advisory sign limiting speed to 15 MPH and a curve warning sign be placed at the curve at Penny Lane
  - (iii) A speed advisory sign limiting speed to 15 MPH and a curve warning sign be placed at the curve at 262 Hawk Pine Road.



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Linda Cook



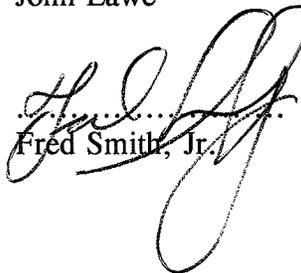
.....  
Neil Fulton



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Morgan Goodrich



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John Lawe



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Fred Smith, Jr.

Signed: July 19, 1999.

Effective: September 17, 1999.

**Town of Norwich  
P.O. Box 376  
Norwich, VT 05055-0376  
Tel: 802-649-1419**

Addition to the Norwich Parking Ordinance.

Introduction.

This is an addition to the Norwich Parking Ordinance 1996. It is intended to improve the safety of pedestrians using the Main Street pedestrian crossing in front of the Norwich Inn by prohibiting parking on the approach to the crossing.

Statutory background.

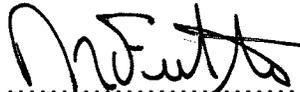
The Norwich Selectboard adopted the "Norwich Parking Ordinance, 1996" on October 14, 1996, which became effective on December 13, 1996. This ordinance provides for the Selectboard to regulate parking areas in addition to those described in the original ordinance. Additions to the Parking Ordinance become effective 14 days after approval.

**Parking is prohibited.**

Parking is prohibited on the east side of Main Street between the junction of Carpenter Street and the pedestrian crossing located directly in front of the Norwich Inn.



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Linda Cook

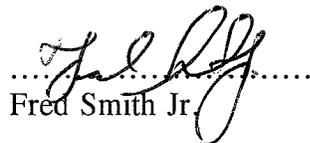


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Morgan Goodrich



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John Lawe



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Fred Smith Jr.

Approved by the Selectboard, February 28, 2000

Town of Norwich  
 PO Box 376  
 Norwich, VT 05055-0376

ORDINANCE TO REGULATE THE ROAD SPEED OF MOTOR VEHICLES

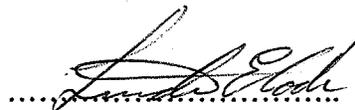
1. The Selectmen of Norwich, in the County of Windsor and the State of Vermont, acting under the authority of Title 24, VSA, Section 2291(4) hereby establish a maximum speed limit on the following listed roads in the Town of Norwich.
2. These speed limits have been adopted to promote public safety and welfare and to reduce the accident potential related to excessive speed. These speed limits were adopted after a Road Speed Engineering Study was carried out by the Board of Selectmen. The results of this study are on file.
3. Fines for violation of this ordinance shall be as provided in VSA, Title 23, Chapters 13 and 23.
4. A maximum speed of 30 MPH shall be permitted on Maple Hill Road from Union Village Road to Willey Hill.
5. A maximum speed of 30 MPH shall be permitted on the section of Willey Hill Road, from Hawk Pine north to Maple Road.



.....  
 Neil Fulton



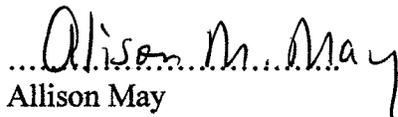
.....  
 Morgan Goodrich



.....  
 Linda Cook



.....  
 Douglas Hoffman



.....  
 Allison May

Signed: August 22, 2000

Effective Date: October 21, 2000

**TOWN OF NORWICH**  
P.O. Box 376  
NORWICH, VERMONT 05055-0376  
TEL. (802) 649-1419

Criteria for accepting Roads.

Introduction:

From time to time individuals or developers build private roads in Norwich and then petition the Board of Selectmen to accept the road for ownership and maintenance by the Town.

The decision to take over a road is a balance between the general public interest and the specific interests of those people served by the road. In order that the process should be fair and orderly, the Board of Selectmen have adopted the following criteria to guide their decisions.

The criteria are in two sections. All three criteria in Section A must be met. A road must meet at least one of the Criteria in Section B as well.

Section B 3 introduces the term "Density Index". This is a measure of the intensity of vehicle traffic over the section of road being considered. The factors involved are the number of year-round houses being served and the length of the road. (The density index is similar to counting the number of vehicle trips that are generated by the dwellings and the relating this number to the length of the road).

Section A. Before a private road can be considered for acceptance by the Town, the following criteria must be met:

1. The private road must meet current Town Public Highway Specifications. All work necessary to bring the road up to these standards will be the responsibility of those petitioning for acceptance.
2. All driveways and other private roads intersecting the road must meet current Town Access specifications.
3. All owners of land in the road right of way and those having a legal right of way over the road, must agree to provide a permanent easement to the Town for the road. It will be the responsibility of the petitioners to have the right of way pinned and provide a recordable mylar plat of the road. The necessary deeds will be prepared at the expense of the petitioners.

Section B. In deciding if a road should be accepted by the town, the road must meet one or more of the following conditions.

1. The road connects two or more town roads.
2. The road provides access to land which is open to the public by permanent easement or by public ownership and the actual or anticipated usage warrants public road access.
3. The density index must be 200 or lower for roads in the Fire District.  
For all other roads, the density index must be 300 or lower.

Method for calculating the density index.

1. The length (L) of the road section under consideration measured in feet, is multiplied by two.
2. The number (N) of driveways that lead from the road to year round inhabited houses are counted. If a single driveway serves more than one house then its number equals the number of year round houses that the drive serves.
3. The density index is  $\frac{2 \times L}{N}$

Notes.

- a. If a lot abutting the road has a driveway which does not enter the road within the section being considered for acceptance it is not counted in 2 above.
- b. If the section of road being considered has a density index of more than 200 (Fire District) or 300 (all other), then the road segment can be shortened until the appropriate density index is reached.
- c. If, after acceptance of a road, some further development occurs beyond the section that is accepted, then an additional section can be considered for acceptance. In this case the whole road including any section that was previously accepted by this process, from its original intersection with a town road, will be used in recalculating the density index.

Adopted by the Board of Selectmen, December 21, 1992

roadcrit.nor

**An Ordinance  
Relating to Use of Trails  
Town of Norwich**

**1. AUTHORITY.**

This is a civil ordinance adopted under authority of 24 V.S.A. §1971, 24 V.S.A. §2291(14), 19 V.S.A. §304(5) and 19 V.S.A. §1105 by the Selectboard of the Town of Norwich

**2. CIVIL ORDINANCE.**

Any infraction of this ordinance will be considered a civil matter.

**3. PURPOSE.**

The purpose of this ordinance is to assist in the implementation of long range plans and objectives of the Town of Norwich, as set forth in Chapters 5 and 9 of the Norwich Town Plan, including the protection and preservation of scenic roads, trails, walkways, and natural areas and to prevent environmental damage and pollution caused by vehicular traffic on designated trails in Norwich. Such damage and pollution are hereby deemed to be a public nuisance. This ordinance regulates the place and manner of potentially destructive means of vehicle access over trail rights of way and others uses and maintenance of trail rights of way within the Town of Norwich. Information concerning the location of trail rights of way shall be available at the Norwich Clerk's Office.

**4. DEFINITIONS**

For purposes of this ordinance, the following definitions shall apply:

**Motor Vehicle** shall include all vehicles propelled or drawn by power other than muscular power, except tractors used entirely for work on the farm, snowmobiles, or implements of husbandry used entirely for work on the farm.

**Operate, operating, or operated** as applied to motor vehicles shall include drive, driving and driven and shall also include an attempt to operate, and shall be construed to cover all matters and things connected with the presence and use of motor vehicles, whether they be in motion or at rest.

**Trail** shall mean a legal Trail extending as designated by the Norwich Selectboard under 19 V.S.A. §775.

**5. USE OF TRAIL RIGHTS OF WAY.**

5.1 Trail rights of way may be used for hiking, walking, bicycling, cross-country skiing, snowmobiling, horseback riding and other similar activities all at the risk of the user.

5.2 The operation of a motor vehicle is prohibited on any Trail, as defined herein, unless the operator of the motor vehicle has a valid permit issued by the Norwich Selectboard.

5.3 No person may alter or injure the right of way of any Trail by obstructing or diverting a

**An Ordinance  
To Regulate Intersections  
In the Town of Norwich, Vermont**

**1. PURPOSE**

This ordinance, adopted in accordance with 23 VSA Chapter 13 is designed to promote the safety of persons operating motor vehicles in the Town of Norwich and for pedestrians making proper use of public highways.

**2. ESTABLISHMENT OF "STOP" INTERSECTIONS**

The following intersections of Town highways, in addition to those previously designated, are hereby designated as "Stop" Intersections pursuant to 19 VSA Chapter 1.

- a. The intersection of Bragg Hill Road with Beaver Meadow Road.
- b. The intersection of Dutton Hill Road with Beaver Meadow Road.
- c. Each end of Huntley Road where it intersects with Beaver Meadow Road.

**3. TRAFFIC REGULATION**

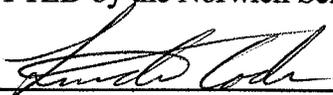
Except when directed to proceed by an enforcement officer every driver of a vehicle approaching a stop intersection indicated by a stop sign shall stop at a clearly marked stop line, but if none, before entering the crosswalk on the near side of the intersection, or, if none, then at the point nearest the intersecting roadway where the driver has a view of approaching traffic on the intersecting roadway before entering the intersection. After having stopped, the driver shall yield the right of way to any vehicle which has entered the intersection from another highway or which is approaching so closely on said highway as to constitute an immediate hazard during the time when such driver is moving across or within the intersection.

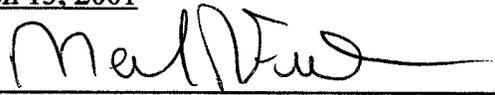
**4. PENALTY**

A violation of any provision of this ordinance shall constitute a traffic offence, and a penalty shall be imposed as provided by 23 VSA Chapter 23.

This ordinance shall take effect following the expiration of sixty (60) days from the date of its adoption by the Board of Selectmen as provided by 24 VSA Chapter 59.

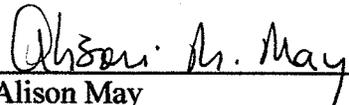
ADOPTED by the Norwich Selectboard on March 13, 2001

  
\_\_\_\_\_  
Linda Cook

  
\_\_\_\_\_  
Neil Fulton

\_\_\_\_\_  
Morgan Goodrich

  
\_\_\_\_\_  
Douglas Hoffman

  
\_\_\_\_\_  
Alison May

Effective Date: May 12, 2001

stream, water course or sluice, or by dragging logs or timber or any other objects within the right of way or cutting brush or trees, or altering drainage or grades and slopes, or any other modifications within the Trail right of way without first having received a permit from the Selectboard.

5.4 The Selectboard may impose conditions and limitations upon any permit issued pursuant to this ordinance, including that the permit may be of temporary duration, that the applicant post a cash bond or equivalent for the benefit of the Town to secure the applicant's obligations as set forth pursuant to any portion of this ordinance and further that the frequency or intensity of the permitted use may be subject to a daily limitation or cap, in the discretion of the Selectboard.

5.5 The Selectboard may grant permission for the construction of a driveway, consistent with adopted standards, for access to property abutting the trail where there is no other reasonable access.

## **6. PERMITS**

6.1 Permits for motor vehicle travel shall be only issued to residents of or persons owning property on the Trail for use by the resident, property owner or visitors to the resident or property owner or to persons who, in the judgment of the Selectboard, have been found to have a legitimate need to operate a motor vehicle on the Trail.

6.1.1 The Selectboard shall solicit the opinions of abutters to the trail and the Norwich Conservation Commission, who shall have 30 days to respond, prior to approving any permit application to operate a motor vehicle on a Trail.

6.1.2 Before issuing a permit to operate a motor vehicle on a Trail the Selectboard shall make findings that issuance of the permit will be in the public good, necessity and convenience of the inhabitants of Norwich.

6.2 Permits for repair, maintenance, improvement or restoration of any Trail right of way may be issued as needed when, in the judgment of the Selectboard, issuance of the permit will be in the public good, necessity and convenience of the inhabitants of Norwich.

6.3 General Permits may be issued consistent with the provisions of this ordinance.

6.4 Permits shall be valid for a term specified by the Selectboard.

## **7. PENALTY.**

7.1 A person who places or causes to be placed an obstruction or encroachment in a public trail, so as to hinder or prevent public travel, or to injure or impede a person traveling on the trail, shall be fined not more than \$1,000.00 plus the actual costs of repairing the damage and a reasonable attorney's fee, to be recovered in a civil action in the name of the town.

7.2 The penalty for any other violation of this ordinance shall be a fine of \$50 for each offense. However, the police may, at their discretion, issue a written warning for a first offense.

## **8. ENFORCEMENT.**

8.1 Payment of fines, waiver for non-contested offenses, and collection before the Traffic and Municipal Ordinance Bureau.

8.1.1 Any fine assessed pursuant to Section 7.2 of this ordinance shall be paid within 10 days of the issuance of a ticket. For a non-contested violation, a waiver of one half the assessed fine will be made if the fine is paid to the Treasurer, Town of Norwich, within 10 working days. Any fine not paid after this period may result in collection action through the Traffic and Municipal Ordinance Bureau, in respect of the full fine.

8.2 Injunctive relief and civil penalty collection in Superior Court.

8.2.1 Whenever the Selectboard believes that any person is in violation of the provisions of this ordinance, the Selectboard may bring an action in the name of the Town in a court of competent jurisdiction against the person to collect civil penalties as provided in Section 7 of this ordinance and to restrain by temporary or permanent injunction the occurrence, continuation or repetition of the violation. The court may issue temporary or permanent injunctions without bond, and any other relief as may be necessary and appropriate for abatement of any violation.

## **9. ENFORCEMENT OFFICERS**

Enforcement shall be performed by any officer of the Norwich Police Department, or by any other Vermont law enforcement officer.

## **10. SEVERABILITY.**

Any part or provision of this ordinance shall be considered severable, and the invalidity of any part or section will not be held to invalidate any other part or provision of this ordinance.

ADOPTED by the Norwich Selectboard on June 26, 2001.



Neil Fulton, Chair

Effective Date: August 25, 2001

**An Ordinance Amending an Ordinance  
Relating to Use of Trails  
Town of Norwich**

WHEREAS, the Norwich Selectboard adopted "An Ordinance Relating to Use of Trails" in the Town of Norwich on June 26, 2001, and

WHEREAS, it was the intent of the Selectboard to provide permissive authority for the Selectboard to grant a permit for driveway access within the trail right-of-way for lots that abutted trails covered by this ordinance that existed on the date that the Selectboard made a decision to classify the right-of-way as a trail and where there was no other reasonable access, and

WHEREAS, there may be some misunderstanding of the intent of the Selectboard as expressed in the ordinance, and

WHEREAS, it is in the interest of the town to clarify the intent of the ordinance;

NOW, THEREFORE, BE IT ORDAINED BY THE SELECTBOARD OF THE TOWN OF NORWICH AS FOLLOWS:

Paragraph 5.5 of "An Ordinance Relating to Use of Trails" in the Town of Norwich and adopted on June 26, 2001 is hereby revised to read as follows:

5.5 The Selectboard may grant permission for the construction of a driveway, consistent with adopted standards, for access to property abutting a trail where a lot existed that met the requirements of the zoning ordinance on the date that the Selectboard made a decision to classify the right-of-way as a trail as defined in this ordinance and where there is no other reasonable access.

Adopted on 10/09/01.

For the Norwich Selectboard,



Neil R. Fulton  
Chair

Effective Date: December 8, 2001



State of Vermont  
 Agency of Transportation  
 National Life Building  
 Drawer 33  
 Montpelier, VT  
 05633-5001

# VTTrans

*Working to Get You There*

PROGRAM DEVELOPMENT DIVISION  
 Traffic Operations Section  
 Amy L. Gamble, PE  
 Phone: (802) 828-1055  
 Fax: (802) 828-2640

July 23, 2004

Liz Blum, Chair  
 Norwich Select Board  
 PO Box 376  
 Norwich VT 05055

**RE: No Parking request, US 5, Norwich**

**RECEIVED**  
August 2 AD. 2004  
 AT 8 O'CLOCK 30 MIN. A M  
 AND RECORDED IN Highway Book 5  
 BOOK 5 PAGE 36-37  
 ATTEST Amy L. Gamble  
 TOWN CLERK, NORWICH, VERMONT

Dear Ms. Blum:

This letter is in reference to the Town of Norwich's April 14, 2004 letter requesting a legal "no parking" zone on US 5 near the driveway of the Marion Cross Elementary School.

At their July 15, 2004 meeting, the Vermont Traffic Committee approved the following: on east side of US 5, establish a no parking zone beginning just north of existing crosswalk (mile point 1.47±) and extending northerly beyond the school driveways to mile point 1.52 ±.

A copy of the official Certificate is included with this letter. No further action is required by the Town, however, we recommend this Certificate copy be filed in the Town records. A work order will be issued in the near future and VTTrans will then install the required signs. The No Parking change will take effect upon completion of the work order.

Please do not hesitate to contact me at (802) 828-1055 if you have any questions or require additional information.

Sincerely,

Amy L. Gamble  
 Amy L. Gamble, P. E.  
 Traffic Systems Engineer

ALG:alg

c: Anne Kreis, DTA #4  
 Major James Dimmick, Dept. of Public Safety

www.aot.state.vt.us  
 Telecommunications Relay Service 1-800-253-0191

*Vermont is an Equal Opportunity Employer*

### State of Vermont

#### CERTIFIED STATEMENT TO ESTABLISH, CHANGE OR REPEAL A NO PARKING ZONE ON THE STATE HIGHWAY SYSTEM

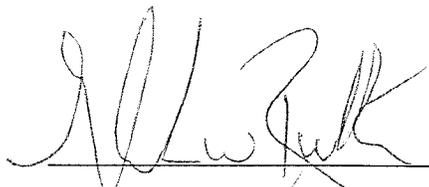
In accordance with Title 23, Vermont Statutes Annotated, Section 1005, the following No Parking Zone is hereby designated for the section of State Highway described:

Route No.: US 5 Town of: Norwich County of: Windsor

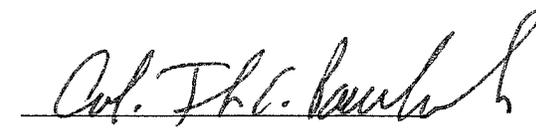
Exact Location of the zone: Parking prohibited along the easterly side of US-5, beginning at a point 0.17± miles south of TH-63 (MP 1.47±) and extending northerly 0.05± miles to a point 0.12± miles south of TH-63 (MP 1.52±).

Certified and signed by the Vermont Traffic Committee at Montpelier, Vermont.

Date: JULY 15, 2004

  
for Commissioner of  
Motor Vehicles

  
Secretary, Agency of  
Transportation

  
for Commissioner of  
Public Safety

(Town may use this space for a recording stamp)

(This space reserved for Traffic Committee)

The official signs designating the foregoing regulation were erected by the Vermont Agency of Transportation on: \_\_\_\_\_  
(W.O. No.: \_\_\_\_\_)

Town of Norwich, Vermont



CHARTERED 1761

P.O. Box 376  
Norwich, Vermont 05055-0376  
Tel. (802)-649-1419

RECEIVED

January 13 A.D. 20 05  
AT 2 O'CLOCK 30 MIN. P M  
AND RECORDED IN Ordinance Book #2  
BOOK 2 PAGE 33  
ATTEST: *Bernie J Munday*  
TOWN CLERK, NORWICH, VERMONT

**ORDINANCE TO REGULATE THE SPEED OF MOTOR VEHICLES**

1. The Selectboard hereby amends the ordinance to regulate the speed of motor vehicles on Willey Hill Road in the Town of Norwich.
2. The Selectboard of the Town of Norwich, in the county of Windsor and the State of Vermont, acting under the authority of Title 24 vsa, Section 2291 (4) hereby establishes a maximum speed limit on the following listed road in the town of Norwich.
3. This speed limit is amended and adopted to promote public safety and welfare, and to reduce the accident potential related to excessive speed.
4. Fines for violation of this ordinance shall be as provided in Title 23 vsa, Chapters 13 and 23.
5. A maximum speed of **30 MPH** shall be permitted on Willey Hill Road from its start at the intersection with Union Village Road to the point where it terminates at the four way junction of Maple Hill Road and Upper Pasture Road.

**Selectboard**

*Liz Blum*  
Liz Blum, Chair

*Jack Candon*  
Jack Candon

*Alison M. May*  
Alison May

*Suzanne Stofflet*  
Suzanne Stofflet

*Ben Ptashnik*  
Ben Ptashnik

Signed: 1/12/05

Effective: 3/14/05

## TOWN OF NORWICH Parking Ordinance

### 1. AUTHORITY.

This ordinance is adopted by authority of Vermont Statutes Annotated (V.S.A.) Title 24, Chapter 59, Section 1971-1973 and 24 V.S.A. Section 2291. The ordinance is further regulated by reference to V.S.A. Title 23, Chapter 13, Sections 1101, 1102, 1104 and 1105.

### 2. CIVIL ORDINANCE.

Any infraction of this ordinance will be considered a civil matter.

### 3. PURPOSE.

The purpose of this ordinance is to provide a lawful, fair and well defined parking ordinance which is enforceable at the municipal level with the ultimate goal of improving public safety. The ordinance lists the areas where parking is not permitted, and areas where parking is allowed to a limited degree.

### 4. DEFINITIONS, COMPOSITION, RULES AND PROCEDURES.

To the extent statutory sections define terms or conditions intended to be applied by this ordinance then they are incorporated by reference.

### 5. NO TOWN POLICE COURT.

This Ordinance does not establish a Town Police Court under 23 V.S.A. chapter 19.

### 6. LOCAL REGULATIONS ON PARKING.

#### 6.1 NO PARKING ZONES (Designated streets)

Parking, stopping, or standing is prohibited at all times at or in the following locations:

#### **BEAVER MEADOW ROAD**

- Area 1.* From the beginning of Beaver Meadow Road at the intersection of Main Street, westerly along the south side of Beaver Meadow road to the point where Hopson Road starts.
- Area 2.* North side of Beaver Meadow Road: westerly from a point 300 feet from Main Street to the south end of Bridge #39 (over Blood Brook and near St Francis' Church.)

#### **MAIN STREET**

- Area 1.* West side of Main Street: from the intersection of Beaver Meadow Road and Main Street, in a southerly direction along the west side of Main Street to the southern boundary of the Norwich Inn property.
- Area 2.* West side of Main Street: from the intersection of Beaver Meadow Road and Main Street, in a northerly direction along the west side of Main Street for a distance of 40 feet measured from the edge of the traveled way on the north side of Beaver Meadow Road.
- Area 3.* Opposite the entrance to Norwich Square: on the east side of Main Street at triangle at the intersection of Main Street and Route 5.
- Area 4.* East side of Main Street northerly from the corner of Carpenter Street to the pedestrian crossing located in front of the Norwich Inn.
- Area 5.* On the West side beginning at 100+ feet south of TH No. 60 (Elm Street, MP 1.37+) and extending northerly to 121+ feet north of TH No. 60 (MP 1.41+).
- Area 6.* On the East side beginning across from TH No. 60 (Elm Street, MP 1.39+) and extending northerly to 200+ feet north of TH No. 60 (MP 1.43+).

*Area 7.* On the East side of Main Street immediately south of the intersection of Hazen Street and Main Street near the library there shall be no parking from point of sign to corner of Hazen Street (in front of the library).

#### **US ROUTE 5 SOUTH**

*Area 1.* On both sides beginning 200 feet south of the drive to the Co-op Farmer's Market (MP 0.12+) extending northerly to 200 feet north of the drive to the Co-op Farmer's Market (MP 0.20+) for a total distance of 400+ feet.

#### **US ROUTE 5 NORTH**

*Area 1.* On the West side at (MP 4.48+) and extending northerly to (MP 4.67+) for a distance of 1000 feet. Location 713 US Route 5 North.

#### **CARPENTER STREET**

*Area 1.* North and south sides of Carpenter Street: from the intersection of Main Street and Carpenter Street easterly on the north side of Carpenter Street to the easterly boundary of the 1820 House property.

*Area 2.* From the intersection of Main Street and Carpenter Street easterly on the south side of Carpenter Street to the intersection of Carpenter Street and Lary Lane.

#### **TURNPIKE ROAD**

Both sides of Turnpike Road: from the east edge of the Huntley Meadow land, westerly along both the north and south sides of Turnpike Road to the intersection of Turnpike Road and Moore Lane.

#### **FIREHOUSE LANE**

Both sides of Firehouse Lane are restricted to parking for fire department use. The area between the East side of the Grange building and the front of the Fire Station is restricted to parking for fire department use and Grange members.

#### **MARKED TURNAROUND AREAS / OR TURNING CIRCLES:**

(HAPPY HILL ROAD)  
(BRADLEY HILL ROAD)  
(UPPER LOVELAND ROAD)  
(FOUR WHEEL DRIVE ROAD)

- A. Vehicles shall not park in a turnaround area ,so as to block entrance or egress to trail, obstruct snow removal, prevent free flow of traffic, or prevent vehicles from turning around at these locations.
- B. In addition, winter parking regulations shall apply to all turnaround areas.

### **6.2 LOADING ZONES**

The following areas are designated as LOADING ZONES for the temporary use of delivery vehicles. All other parking, stopping, or standing is prohibited.

*Area 1.* The south side of Beaver Meadow Road starting at 75 feet from Main Street and continuing for a distance of 25 feet.

*Area 2.* The west side of Main St. in front of the Norwich Inn.

*Area 3.* Any area designated as PUBLIC TRANSPORTATION ACCESS POINTS.

### **6.3 LIMITED TIME PARKING ZONES**

Between the hours of 7:00 am and 7:00 pm Monday through Friday parking is limited to four hours on the south side of Tracy Hall.

#### **6.4 DAYLIGHT PARKING AREAS**

Parking is permitted in these areas only during daylight hours. These are defined as one half-hour before sunrise to one half-hour after sunset. Overnight parking is not permitted.

*Area 1.* Huntley Meadow parking recreation area.

*Area 2.* Gile Mountain parking recreation area.

*Area 3.* Swimming pool / recreation parking area

#### **6.5 WINTER PARKING REGULATIONS**

Parking is prohibited on all roads and streets in the Town of Norwich between 11:00 pm and 8:00am during the period of November 1 to April 30. This prohibition is designed to facilitate snow removal. Violators of this section shall be ticketed and may have their vehicles towed. Vehicle owners shall be responsible for the costs of such towing and vehicle storage.

#### **6.6 OBSTRUCTING CROSS WALKS**

Parking, stopping or standing is prohibited in the following designated crosswalks:

*Area 1.* Main Street Pedestrian Crossings:

In front of Tracy Hall

In front of the Norwich Inn

Koch Road

Elm Street

Church Street at Marion Cross School

*Area 2.* On the east side of Main Street (traveling north) between the junction of Church Street and the pedestrian crossing.

*Area 3.* On the west side of Main Street (traveling south) between the bank driveway and the pedestrian crossing.

*Area 4.* Beaver Meadow Pedestrian Crossing at Main Street.

*Area 5.* Beaver Meadow Pedestrian Crossing at Fairview Cemetery.

#### **6.7 RESERVED HANDICAPPED PARKING**

Any posted and properly marked handicapped parking space is for use by handicapped persons only. All other parking, standing and stopping is prohibited. Any such handicapped parking space that is being used by a bona-fide handicapped person must display a valid handicapped plate or placard at all times.

#### **6.8 OBSTRUCTING EMERGENCY SERVICE ACCESS FOR FIRE / POLICE VEHICLES**

Except when necessary to avoid conflict with other traffic, or in compliance with law or the directions of an enforcement officer or official traffic control device, no person may stop, stand or park a vehicle in the following areas:

*Area 1.* In front of a fire hydrant or within six feet on either side of a fire hydrant measured along the curb or street edge from the centerline of the hydrant projected to the curb or street edge.

*Area 2.* Parking within 20 feet of the intersection of Firehouse Lane and Main Street on the east side of Main Street.

*Area 3.* Parking within 75 feet of the fire station driveway on the west side of Main Street except for vehicles that are parked so that all tires are off of the paved portion of the road.

(A fire hydrant is any upright pipe installed for the purpose of obtaining water from a water main, pond, cistern or river and includes what are commonly referred to as wet and dry hydrants.)

**6.9 VEHICLES PARKED FOR SALE**

No person or entity shall park or cause to be placed on any public highway (or on public property in the Town of Norwich) any motorized vehicle, trailer, boat, snowmobile, farm equipment or other property; registered or un-registered, for the purpose of selling said vehicle, trailer, boat, snowmobile, farm equipment or other property. Registered and operating vehicles bearing "For Sale" signs, or the like, that are otherwise properly parked in the Town for a bona-fide non-sale purpose must be moved from any public parking area between the hours of ten PM and eight AM every evening.

**7. ADDITIONAL REGULATION OF PARKING**

The Selectboard may regulate parking in addition to or otherwise as provided in this ordinance, by notice of the designation and description of such parking areas recorded in the office of the Town Clerk and posted in three conspicuous places in the Town of Norwich, together with a publication in the local area paper within (14) fourteen days of the adoption of such changes or additional parking areas and the erection of suitable signs.

**8. PENALTY**

The fine for a first violation of any provision of this Ordinance is \$5.00, and a second or subsequent violation committed within 30 days shall be \$15.00. An exception hereto is number 18 below. A violation of the provision for handicapped parking is penalized under 23 V.S.A. section 304a (e) and shall be \$25.00 for each offense, plus the cost of towing and storage costs.

1. Overtime or overnight prohibited parking
2. Parked facing wrong direction
3. Obstructing a crosswalk
4. Obstructing a sidewalk
5. Parking within a bus stop
6. Obstructing a driveway
7. Parking within 20 feet of intersecting way
8. Double parking
9. Restricted place or prohibited area or prohibited time
10. Parking within 6 feet of hydrant
11. Snow removal (obstructing)
12. Fire lane violation
13. Obstructing travel lane
14. Where signs prohibit
15. Obstructing loading zone
16. Winter parking ban
17. Vehicle parked for sale
18. Handicapped parking violation (including failure to display valid plate or placard)
19. Violation of Town Ordinance

In addition to the fines contained in this ordinance the police may arrange for the vehicle violating this ordinance to be towed away and the operator/owner shall be responsible for any towing and storage charges that may be incurred.

**9. PAYMENT OF FINES, WAIVER FOR NON-CONTESTED VIOLATIONS AND COLLECTION**

All fines must be paid within 20 working days of the issuance of the ticket. If the fine has not been paid within this period, the ticket may be sent to the District Court for collection of the fine. Additional fees

may be applied for the collection of all fines. Such fees may include but not limited to administrative processing fee(s) and/or postage (certified mail).

**10. GRIEVANCE PROCEDURE**

If a person believes that s/he has unfairly received a parking violation ticket, s/he may appeal in writing to the Norwich Parking Enforcement Officer, by filling out a grievance form (forms available at the Norwich Police Department). Return form by mailing or in person to the Norwich Police Department, 10 Hazen Drive, Norwich, VT 05055. Requests for appeals must be submitted within three (3) working days of the issue date on the ticket. If the person is not satisfied with the disposition rendered by the Parking Enforcement Officer, s/he may appeal in writing to the Police Chief. The decision of the Police Chief shall be final. A PERSON MUST MAINTAIN POSSESSION OF HIS/HER PARKING TICKET UNTIL NOTIFIED OF ITS DISPOSITION BY THE PARKING ENFORCEMENT OFFICER.

**11. SEVERABILITY.**

Any part or provision of this ordinance shall be considered severable, and the invalidity of any part or section will not be held to invalidate any other part or provision of this ordinance.

**12. CONSOLIDATION AND REPLACEMENT**

This ordinance is a consolidation of previous ordinances and it supercedes all existing parking-related Town ordinances.

**13. EFFECTIVE DATE**

Qualified voters of the Town of Norwich are hereby notified that they have forty-four days from the date of adoption hereof by the Selectboard to petition for a vote on this ordinance at an annual or special meeting as provided in 24 V.S.A. section 1973.

**RECEIVED**  
July 12 A.D. 2004  
AT 8 O'CLOCK 30 MIN. A M  
AND RECORDED IN Highway  
BOOK 5 PAGE 31-35  
ATTEST  
Berrie J. Murray  
TOWN CLERK, NORWICH, VERMONT

Adopted by Norwich Selectboard on June 23, 2004

Christine Blum  
Selectboard Chair

TOWN OF NORWICH  
**SEWAGE ORDINANCE**

---

RELATING TO WASTEWATER SYSTEMS

Adopted April 13, 2005

Effective June 13, 2005

**RECEIVED**  
*July 6* A.D. 20 *05*  
AT *9* O'CLOCK *30* MIN. *A* M  
AND RECORDED IN *Miscellaneous*  
BOOK *19* PAGE *334-348*  
ATTEST. *Carleen Crockett*  
TOWN CLERK, NORWICH, VERMONT  
1

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**11. SEVERABILITY.**

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Crystal Plum  
Selectboard Chair

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## Section 1. Purpose

This ordinance is adopted under V.S.A. Title 24, Chapter 102 (On-site Sewage Systems). The purpose of this ordinance is to preserve the public health and prevent pollution and to secure the sanitary protection of waters. This ordinance is intended to ensure that sewage is discharged into an approved wastewater system and to accomplish the following:

- (A) prevent the creation of health hazards;
- (B) prevent surfacing sewage or the pollution or contamination of drinking water supplies, groundwater, and surface water;
- (C) insure the provision of adequate drainage as related to the proper functioning of wastewater systems; and
- (D) insure that wastewater systems are designed, constructed, operated, and maintained in a manner that will promote sanitary and healthful conditions during operation and maintenance.

## Section 2. Definitions

- (A) As used in these Rules, the following terms shall have the specified meaning. If a term is not defined, it shall have its common meaning:
  - (1) **Applicant** - the legal owner of the property requiring a wastewater system construction permit.
  - (2) **Change in use** - Changes in use shall include, but are not limited to, the addition of plumbing or running water, addition of bedrooms, conversion of seasonal dwellings to single or multifamily dwellings, conversion of any residential use to commercial or industrial use, or conversion of an industrial or commercial building to residential use.
  - (3) **Designer** - means a professional engineer or a site technician acting within the scope of his or her license, as specified in section 1-313 of the Wastewater System and Potable Water Supply Rules, effective January 1, 2005.
  - (4) **Failed System** – means
    - (a) a wastewater system that is functioning in a manner:
      - (i) that allows wastewater to be exposed to the open air, pool on the surface of the ground, discharge directly to surface water, or back up into a building or structure, unless in any of these instances the approved design

- of the system specifically requires the system to function in such a manner;
- (ii) that results in a potable water supply being contaminated and rendered not potable; or
  - (iii) that represents a threat to human health.
- (b) Notwithstanding the provisions above, a system shall not be a failed system if:
- (i) these effects can be and are remedied solely by a minor repair or replacement; or
  - (ii) the effects have lasted only for a brief period of time, the cause of the failure has been determined to be an unusual and non-recurring event, and the system has recovered from the state of failure. Systems that have recurring, continuing, or seasonal failures shall be considered to be failed systems.
- (c) If a project is served by multiple wastewater systems, the failure of one system will not require the issuance of a permit or permit amendment for any other system that is not in a state of failure.
- (5) **Improved Lot** - means a lot that has a substantially complete building or structure on it, and an associated substantially complete potable water supply and wastewater system that may or may not be located on the lot.
- (6) **Minor Repair or Replacement** – means the repair or replacement of a pipe leading from a building or structure to the septic tank, repair or replacement of a pump and/or associated valves, switches, and controls, or the repair or replacement of a toilet. Other repairs or replacements may be determined to be a minor repair on a case by case basis by the sewage officer.
- (6) **Person** - means any individual, partnership, company, corporation, association, unincorporated association, joint venture, trust, municipality, the state of Vermont or any agency, department, or subdivision of the state, federal agency, or any other legal or commercial entity.
- (7) **Primitive Camp** -means a residential building on its own individual lot with no interior plumbing consisting of more than a sink with water that is not used for more than three (3) consecutive weeks per year and no more than sixty (60) days per year.
- (8) **Professional Engineer** - means an engineer licensed and in good standing by the Board of Professional Engineering under 26 V.S.A. Chapter 20.

- (9) **Seasonal Dwelling** - means a building or structure, such as a summer cottage, constructed or erected prior to June 1, 1970, that has not been used as a primary single family residence, and is not used for more than six months per year. This definition does not include primitive camps.
- (10) **Sewage** - means sanitary waste or used water from any building including, but not limited to carriage water, shower and wash water, and process wastewater.
- (11) **Sewage Officer** - the legally designated authority of the municipality acting under the authority of this ordinance. The governing body of the municipality shall appoint the sewage officer. The sewage officer may also be the health officer, administrative officer, or other official of the municipality. The sewage officer may also be a licensed designer, employed or contracted by the municipality, to administer this ordinance.
- (12) **Site Technician** - means a person who is certified under the provisions of Title 3 V.S.A. §2827.
- (13) **Wastewater System** - a system for disposal of sewage using soil as the disposal medium. A system includes a tank for the separation of solids and a leaching area for disposal of liquids.
- (14) **Wastewater System Permit** - a written authorization issued by the town for the construction of any wastewater system.
- (15) **Wastewater System and Potable Water Supply Rules, effective January 1, 2005**, are the rules adopted by the Vermont Department of Environmental Conservation that serve as the minimum standards for this ordinance. These rules and any amendments to these rules are incorporated into this ordinance by reference.

## Section 3 Wastewater System Permit

### 3-101 Permit required

- (A) A wastewater system permit shall be obtained prior to the construction, alteration, replacement, or repair of any wastewater system including, but not limited to, systems for single and multifamily homes, seasonal dwellings, mobile home parks, campgrounds, and municipal, commercial and industrial properties.
- (B) A permit issued by the Agency of Natural Resources under the referenced Wastewater System and Potable Water Supply Rules that authorizes construction, alteration, replacement, or repair of a wastewater system may be considered evidence that the proposal is in accord with this ordinance.

- (C) A wastewater system permit shall be obtained prior to beginning construction of any structure that will require interior plumbing or installation of a wastewater system. Any occupied structure, including any dwelling or place of employment, shall be presumed to require these systems
- (D) No alteration of an existing structure or any change in use that would increase the design sewage flow for the building shall be made unless the wastewater system is constructed in accord with these rules based on the design sewage flow for the proposed use. Change in use includes conversion from or to use as a single-family dwelling, a multiple family dwelling, a commercial use, or an industrial use. Conversion from a seasonal dwelling to year around use is considered to be an increase in design flow. If the existing system is in accord with the requirements of this ordinance, the sewage officer shall issue a written authorization for the change. If the existing system does not meet the requirements, a wastewater system permit shall be obtained authorizing the work required to bring the system into compliance, prior to beginning any construction.
- (E) Some single family dwellings also require a Wastewater System and Potable Water Supply Permit from the Agency of Natural Resources when they are located on a lot that required a state permit when the lot was created or any lot that was not an improved lot prior to November 1, 2004, and that did not have an approved Norwich Septic permit. (See **Wastewater System and Potable Water Supply Rules, effective January 1, 2005** § 1-402, 1-403, 1-404 state permit requirements and exemptions)
- (F) Multiple family dwellings, including duplexes and accessory apartments, require Wastewater System and Potable Water Supply Permits from the Agency of Natural Resources for any work on wastewater systems, in addition to the town permit. Commercial and industrial buildings also require the same state permit. A copy of the state permit shall be submitted with the application for a permit under this ordinance. The town may consider a state permit to be evidence of compliance with the requirements of this ordinance.

### 3-102 Permit Renewal –

- (A) If the wastewater system is not constructed within five (5) years of the date of issuance of the wastewater system permit, the permit expires unless the permit is renewed within one (1) year of the expiration. Renewal shall occur prior to the construction of the wastewater system. The sewage officer can set terms and conditions on the renewal of the permit. The permit shall be renewed when the applicant submits a statement from a designer to the sewage officer that verifies that the conditions under which the original permit was issued have not changed, including, but not limited to, site conditions and location of water supplies.
- (B) Permits that are denied renewal are void. A new application must be made for a

wastewater system permit. The conditions of the ordinance in effect at the time of application shall apply to this new permit.

### 3-103 Existing systems

- (A) Wastewater systems existing on the effective date of this ordinance that were installed in accord with any rules regulating their design and installation may remain in use provided that such systems are not failed. Whether an existing system is failed shall be determined by the sewage officer based on the definition of a failed system in these rules. Existing systems determined to be a failed system shall be replaced in accord with the standards of this ordinance, using the variance procedures as needed.

### 3-104 Variances for replacement systems

- (A) Variances from the technical standards of these Rules for replacement systems may be granted in the following limited circumstances:
- (1) Replacement systems shall be constructed in accordance with the requirements for new systems whenever possible.
  - (2) Replacement systems that serve lots, buildings or structures, or campgrounds under these Rules may be granted the minimum necessary variances from technical standards when full compliance cannot be obtained or when it would not be cost effective, meaning the value of the incremental increase in environmental and human health protection does not outweigh the cost of achieving the incremental increase.
  - (3) A wastewater system does not have to be a failed system in order to qualify for a variance.
  - (4) Any replacement system must result in equal or better environmental and human health protection than the previous system.
  - (5) Variances may not be granted if they would allow a replacement system to remain a failed system.
  - (6) Variances will not be granted for replacement systems when:
    - (a) the replacement system is for a project that requires a permit under the Norwich Septic Ordinance but never obtained the permit; or

- (b) the replacement system will allow an increase in design flow.
- (7) Requests for variances shall be accompanied by plans and specifications for the wastewater system for which a variance is being requested and a statement of the grounds for the request. The disposition of the variance request shall be in writing and shall state the reasons for a denial or the specifications and conditions of any approval.
- (8) Approval of a variance under this section shall not relieve the applicant of the responsibility to comply with all other applicable State and local laws, rules, or ordinances.
- (9) Variances related to isolation distances between a wastewater system and a potable water supply are governed by the Vermont Water Supply Rules.

### 3-105 Minor repairs

- (A) A minor repair requires filing of an application. Approval for a minor repair, other than those specified in the definition, is issued on a case by case basis and must be granted in writing specifying the work permitted.

### 3-106 Primitive Camps

A primitive camp, that does not require a permit from the Agency of Natural Resources, does not require a Wastewater System Permit. Addition of interior plumbing or occupancy beyond the express limits in the definition shall require a Wastewater System Permit with full compliance with the technical standards and is not subject to the variance portion of this ordinance.

## Section 4 Applications

### 4-101 Applications

- (A) Applications shall be made on forms provided by the municipality. Applications shall be complete with all names, signatures, fees, and required technical information. If any easements for off lot construction are required, copies of the executed easements shall be included.

### 4-102 Information required

- (A) Each application shall include all information required to determine compliance with this ordinance and to construct the system when approved. A designer shall prepare all technical information. The designer shall sign the application form that shall include a certification that states:

"I hereby certify that the design-related information submitted with this application is true and correct, and that, in the exercise of my reasonable professional judgment, the design included in this application for a permit complies with the Vermont Wastewater System and Potable Water Supply Rules and the Vermont Water Supply Rules except where a variance has been requested and granted."

- (B) Each application shall also include, at a minimum, the following information:
- (1) A plot plan drawn to scale. The minimum scale shall be 1"=100'. A larger scale, such as 1"=20' may be required to display all of the required details. The plan shall include contour information at a maximum of 5' contours. Contours at 2' or 1' intervals may be required to determine compliance for some systems such as mounds and at-grade systems. All water supplies, existing and proposed, on and off lot, within the isolation distances set forth in the Wastewater System and Potable Water Supply Rules, effective January 1, 2005 shall be shown on the plans. The location of all percolation tests and test pits shall be shown on the plan. The location of any surface waters, wetlands, drainage ways, or drains shall be shown. The location of any existing or proposed buildings, wastewater, driveways, lot lines, or any other feature that would affect a determination of compliance with the rules shall be included.
  - (2) Percolation test results and examination of test pits for soil characteristics are required for any new or replacement wastewater system.
  - (3) A design of the proposed wastewater system drawn to a minimum scale of 1"=50'. A larger scale, such as 1"-20' may be required in order to include all details. The design must include a plan and cross section with all dimensions labeled. The elevation of the system relative to the naturally occurring ground surface at the place of installation shall be specified. All material specifications needed to construct the system, such a pipe size and material, stone size, filter fabric, septic and pump tank size, pump size, etc. shall be specified.

#### 4-103 Application Fees

- (A) The Town Manager shall establish the application fees.

#### 4-104 Application review

- (A) Applications shall be reviewed by the sewage officer or by the designer who has been

employed or contracted by the municipality to do the review work. Each application shall be reviewed for compliance with this ordinance and the Wastewater System and Potable Water Supply Rules, effective January 1, 2005. Each application shall contain sufficient information to determine that the application complies with this ordinance.

- (B) The sewage officer or other designated person shall review applications within 14 days of receipt and a determination of administrative completeness shall be made. Applicants shall be notified in writing of any deficiencies within 5 days of this review.
- (C) A technical review shall be made to determine compliance with this ordinance. A determination that the application is approved, is denied, or that changes to the application or additional information is required shall be made and sent to the applicant in writing within 30 days of the determination of completeness.

#### 4-105 State permit in lieu of application review

- (A) A permit issued by the Agency of Natural Resources that authorizes construction, alteration, or repair of a wastewater system may be considered evidence that the application is in accord with this ordinance.

## Section 5 Technical Standards

#### 5-101 Incorporation by reference

- (A) The technical standards in the Wastewater System and Potable Water Supply Rules, effective January 1, 2005 are incorporated into this ordinance by reference and serve as the minimum requirements for approval under this ordinance.
- (B) All wastewater systems shall be designed to meet or exceed the minimum site conditions and design standards of the rules.

#### 5-102 Alternative Toilets

- (A) Properly sealed vault privies and similar facilities may be used provided they meet the isolation distances established in the Wastewater System and Potable Water Supply Rules, effective January 1, 2005, for disposal fields. The sewage officer will determine if proper isolation distances are maintained. The remaining sewage from other household uses such as bathing, clothes and dishwashing, and cooking shall be conveyed, treated, and disposed of in accord with this ordinance.
- (B) Written approval shall be obtained prior to construction of vault privies.

- (C) Composting and incinerating toilets may be permitted. The remaining sewage from other household uses such as bathing, clothes and dishwashing, and cooking shall be conveyed, treated, and disposed of in accord with this ordinance.
- (D) All waste removed from composting toilets shall be considered pathogenic and shall be disposed of by transport to an approved landfill or by burial in a location approved by the sewage officer.
- (E) For residences permitted to use waterless toilets, the leachfield may be reduced by a maximum of 35%, provided sufficient area to allow for the installation of full sized primary and replacement systems is identified and reserved.
- (F) Construction of a new single family residence, or an increase in design flow for an existing residence, will be permitted based on use of alternative toilet facilities only when there is sufficient area to construct full size complying primary and replacement systems. Use of alternative toilet facilities as part of a correction of a failed system does not require a full size primary area and does not require a replacement area.

#### 5-103 Innovative Systems

- (A) The sewage officer may approve innovative wastewater systems that have a general use approval from the Agency of Natural Resources. All conditions of design, operation, and maintenance in the approval shall be incorporated into any municipal permit. The municipality shall ensure that any maintenance and inspection requirements in a general use approval are met, including periodic inspections and having a maintenance contract in effect at all times.

## Section 6 Issuance or Denial of Permits

#### 6-101 Issuance of Permits

- (A) A permit shall be issued upon determining that the proposed system complies with this ordinance. The permit may contain conditions related to construction and use of the system and the building that it serves. Conditions may require periodic inspection and reports related to the ongoing use of the system. Conditions may require that the landowner allow access to the property at reasonable times to determine compliance with the permit and its conditions. Conditions may also include having a valid maintenance contract in effect for some or all portions of the wastewater system.
- (B) All permits, certifications of compliance, or notices of permit revocation run with the land and are binding on each and subsequent owners and shall be filed on the town land records.

- (C) Easements for off-lot wastewater systems must be conveyed to the permittee and recorded in the municipal land records for both the lot subject to the easement and the lot being permitted, prior to the issuance of a permit.

#### 6-102. Denial of Permits

- (A) A written denial shall be issued to the applicant that states the specific reasons why the application does not meet the requirements of the ordinance. A permit may be denied for one or more of the following reasons:
- (1) the site conditions are not suitable for installation of a wastewater system;
  - (2) the proposed project does not meet the technical requirements of the ordinance;
  - (3) the information submitted is not sufficient to determine compliance with this ordinance;
  - (4) the information submitted is determined to be in error; or
  - (5) conditions exist or may be created that may endanger public health

### Section 7 Installation Inspections and Certifications

- (A) The municipality shall receive a minimum of 48 hours notice to allow for a final inspection. At the time of final inspection the system shall be complete except for final covering of the leachfield, septic tank/s, distribution box/es, pump station/s or other features designated by the sewage officer. The sewage officer, or designee, may inspect all systems before they are covered with soil. The sewage officer, or designee, may also request to inspect systems at different stages during construction. A designer shall submit a written certification, signed and dated by the designer, that states:

“I hereby certify that the installation-related information submitted is true and correct and that, in the exercise of my reasonable professional judgment, the potable water supply and wastewater system have been installed in accordance with the permitted design and all permit conditions, were inspected, were properly tested, and have successfully met those performance tests.”

- (B) Wastewater systems shall be constructed in accord with the permitted design. The designer shall provide the installation certification in (A) above. When the installation is different from the permitted design, a designer shall specify any deviations from the approved plans, specifications, or permit conditions in “as-built” plans along with the recommendations that the project be accepted as is, based on his or her certification of the

revised design, or shall specify that alterations must be made to bring the project into compliance with the rules. If alterations must be made, an installation certification must be completed after the alterations are complete.

- (C) Any variation from the approved plans is subject to review by the sewage officer under the ordinance and a determination that the change does not comply with the ordinance shall result in a rejection of the inspection report until the system is brought into compliance with the ordinance.
- (D) No new structure may be occupied until the sewage officer accepts the final inspection report. Existing structures may be occupied provided that the final inspection report is submitted and accepted within a reasonable time as determined by the sewage officer.
- (E) Within 14 days of receipt of any final inspection report the sewage officer shall determine whether the final inspection report can be accepted and take action documented in writing. If the construction is acceptable, the sewage officer shall issue a written Certificate of Compliance. If not acceptable, a written denial, with reasons for the denial, shall be sent to the applicant and the designer.

## Section 8 Appeals

- (A) Any person aggrieved by a decision of the sewage officer may appeal that decision in writing to the selectboard within thirty (30) days of such decision. The selectboard shall hold a hearing within thirty (30) days of receipt of the request and shall render a decision within fifteen (15) days after the close of such hearing. Following the hearing, any person aggrieved by a decision of the selectboard may appeal that decision to Superior Court. The administrative appeal process must be exhausted before appeal can be made to Superior Court.

## Section 9 Revocation of Permits

### 9-101 Grounds for revocation

- (A) A Wastewater System Permit, written approval for a minor repair, or acceptance of an installation certification may be revoked by the sewage officer for any of the following reasons:
  - (1) false, fraudulent, or misleading information contained in the permit application, request for approval of a minor repair, or installation certification;

- (2) installation of a system that does not comply with the conditions of the permit;
- (3) alteration of the proposed wastewater system site or replacement area, including the effluent dispersal areas downslope of the systems, so that the proposed or completed wastewater system does not comply with this ordinance;
- (4) information that demonstrates that the proposed septic system or replacement area will not comply with this ordinance including, but not limited to, insufficient isolation distances to water supplies; or
- (5) failure to comply with this ordinance or any terms or conditions of permits issued under this ordinance.

#### 9-102 Petition for revocation

- (A) A written petition for revocation shall be addressed to the sewage officer and shall set forth the name and address of the petitioner, the petitioner's interest in the matter, and a brief statement outlining the basis for revocation of the permit. The sewage officer or the governing body of the municipality may file a request for revocation.

#### 9-103 Revocation procedures

- (A) Revocation of a permit, written authorization of a minor repair, or acceptance of a certification of installation requires a contested case proceeding conducted in accordance with 3 V.S.A., Chapter 25.
- (B) Receipt of the petition shall initiate the revocation process. The selectboard shall hold a hearing within thirty (30) days of the sewage officer receiving a revocation petition. The selectboard shall render a decision within fifteen (15) days of the conclusion of the hearing.
- (C) The sewage officer shall issue written notification to the permit holder within 72 hours of a decision to revoke a permit, a written approval for a minor repair, or the acceptance of a certification of installation. All construction approved by the permit, including construction of the wastewater system and/or associated buildings must cease immediately upon notification of revocation of the permit, written approval for a minor repair, or acceptance of a certification of installation.

### Section 10 Enforcement

- (A) Any infraction of this ordinance will be considered a civil matter.
- (B) A person who neglects or refuses to comply with the provisions of this ordinance may be

fined not more than \$250.00 for each offense by the judicial bureau. Each day that a violation continues shall constitute a separate offense. (24 V.S.A. §1974a and § 1977 et seq.)

If the violator agrees to pay the fine without contesting it in court, the town will accept a waiver fine of 50% of the assessed fine. The fine must be paid to the Treasurer, Town of Norwich within ten days of issuing. Otherwise the violator will be called to Judicial Court.

Section 11 Severability

- (A) If any portion of this ordinance is held unconstitutional or invalid by a court of competent jurisdiction, the remainder of the ordinance shall remain in effect.
- (B) Approval of any wastewater system design and installation by the granting of a permit or Certificate of Compliance shall not imply that the approved system will be free from malfunction. Proper maintenance of wastewater systems is vital to their proper functioning. The provisions of this ordinance shall not create liability on the part of the municipality, or any municipal official, or employee of the municipality for the wastewater system.

Adopted by the Norwich Selectboard

Signatures of the Selectboard

Alison M. May

Edw S. Wheeler

John Caudon

Herb Chaplain

Date 4/13/05

Approved by the Vermont Department of Environmental Conservation

Jeffery Wennberg  
Jeffery Wennberg  
Commissioner, DEC

5/25/05  
Date

and made effective June 13, 2005  
Date

## TOWN OF NORWICH Parking Ordinance

### 1. AUTHORITY.

This ordinance is adopted by authority of Vermont Statutes Annotated (V.S.A.) Title 24, Chapter 59, Section 1971-1973 and 24 V.S.A. Section 2291. The ordinance is further regulated by reference to V.S.A. Title 23, Chapter 13, Sections 1101, 1102, 1104 and 1105.

### 2. CIVIL ORDINANCE.

Any infraction of this ordinance will be considered a civil matter.

### 3. PURPOSE.

The purpose of this ordinance is to provide a lawful, fair and well defined parking ordinance which is enforceable at the municipal level with the ultimate goal of improving public safety. The ordinance lists the areas where parking is not permitted, and areas where parking is allowed to a limited degree.

### 4. DEFINITIONS, COMPOSITION, RULES AND PROCEDURES.

To the extent statutory sections define terms or conditions intended to be applied by this ordinance then they are incorporated by reference.

### 5. NO TOWN POLICE COURT.

This Ordinance does not establish a Town Police Court under 23 V.S.A. chapter 19.

### 6. LOCAL REGULATIONS ON PARKING.

#### 6.1 NO PARKING ZONES (Designated streets)

Parking, stopping, or standing is prohibited at all times at or in the following locations:

#### **BEAVER MEADOW ROAD**

*Area 1.* From the beginning of Beaver Meadow Road at the intersection of Main Street, westerly along the south side of Beaver Meadow road to the point where Hopson Road starts.

*Area 2.* North side of Beaver Meadow Road: westerly from a point 300 feet from Main Street to the south end of Bridge #39 (over Blood Brook and near St Francis' Church.)

#### **MAIN STREET**

*Area 1.* West side of Main Street: from the intersection of Beaver Meadow Road and Main Street, in a southerly direction along the west side of Main Street to the southern boundary of the Norwich Inn property.

*Area 2.* West side of Main Street: from the intersection of Beaver Meadow Road and Main Street, in a northerly direction along the west side of Main Street for a distance of 40 feet measured from the edge of the traveled way on the north side of Beaver Meadow Road.

*Area 3.* Opposite the entrance to Norwich Square: on the east side of Main Street at triangle at the intersection of Main Street and Route 5.

*Area 4.* East side of Main Street northerly from the corner of Carpenter Street to the pedestrian crossing located in front of the Norwich Inn.

*Area 5.* On the West side beginning at 100+ feet south of TH No. 60 (Elm Street, MP 1.37+) and extending northerly to 121+ feet north of TH No. 60 (MP 1.41+).

*Area 6.* On the East side beginning across from TH No. 60 (Elm Street, MP 1.39+) and extending northerly to 200+ feet north of TH No. 60 (MP 1.43+).

*Area 7.* On the East side of Main Street immediately south of the intersection of Hazen Street and Main Street near the library there shall be no parking from point of sign to corner of Hazen Street (in front of the library).

**US ROUTE 5 SOUTH**

*Area 1.* On both sides beginning 200 feet south of the drive to the Co-op Farmer's Market (MP 0.12+) extending northerly to 200 feet north of the drive to the Co-op Farmer's Market (MP 0.20+) for a total distance of 400+ feet.

**US ROUTE 5 NORTH**

*Area 1.* On the West side at (MP 4.48+) and extending northerly to (MP 4.67+) for a distance of 1000 feet. Location 713 US Route 5 North.

**CARPENTER STREET**

*Area 1.* North and south sides of Carpenter Street: from the intersection of Main Street and Carpenter Street easterly on the north side of Carpenter Street to the easterly boundary of the 1820 House property.

*Area 2.* From the intersection of Main Street and Carpenter Street easterly on the south side of Carpenter Street to the intersection of Carpenter Street and Lary Lane.

**TURNPIKE ROAD**

Both sides of Turnpike Road: from the east edge of the Huntley Meadow land, westerly along both the north and south sides of Turnpike Road to the intersection of Turnpike Road and Moore Lane.

**FIREHOUSE LANE**

Both sides of Firehouse Lane are restricted to parking for fire department use. The area between the East side of the Grange building and the front of the Fire Station is restricted to parking for fire department use and Grange members.

**MARKED TURNAROUND AREAS / OR TURNING CIRCLES:**

- (HAPPY HILL ROAD)
- (BRADLEY HILL ROAD)
- (UPPER LOVELAND ROAD)
- (FOUR WHEEL DRIVE ROAD)

- A. Vehicles shall not park in a turnaround area ,so as to block entrance or egress to trail, obstruct snow removal, prevent free flow of traffic, or prevent vehicles from turning around at these locations.
- B. In addition, winter parking regulations shall apply to all turnaround areas.

**6.2 LOADING ZONES**

The following areas are designated as **LOADING ZONES** for the temporary use of delivery vehicles. All other parking, stopping, or standing is prohibited.

*Area 1.* The south side of Beaver Meadow Road starting at 75 feet from Main Street and continuing for a distance of 25 feet.

*Area 2.* The west side of Main St. in front of the Norwich Inn.

*Area 3.* Any area designated as **PUBLIC TRANSPORTATION ACCESS POINTS**.

**6.3 LIMITED TIME PARKING ZONES**

Between the hours of 7:00 am and 7:00 pm Monday through Friday parking is limited to four hours on the south side of Tracy Hall.

**6.4 DAYLIGHT PARKING AREAS**

Parking is permitted in these areas only during daylight hours. These are defined as one half-hour before sunrise to one half-hour after sunset. Overnight parking is not permitted.

- Area 1.* Huntley Meadow parking recreation area.
- Area 2.* Gile Mountain parking recreation area.
- Area 3.* Swimming pool / recreation parking area

**6.5 WINTER PARKING REGULATIONS**

Parking is prohibited on all roads and streets in the Town of Norwich between 11:00 pm and 8:00am during the period of November 1 to April 30. This prohibition is designed to facilitate snow removal. Violators of this section shall be ticketed and may have their vehicles towed. Vehicle owners shall be responsible for the costs of such towing and vehicle storage.

**6.6 OBSTRUCTING CROSS WALKS**

Parking, stopping or standing is prohibited in the following designated crosswalks:

- Area 1.* Main Street Pedestrian Crossings:  
In front of Tracy Hall  
In front of the Norwich Inn  
Koch Road  
Elm Street  
Church Street at Marion Cross School
- Area 2.* On the east side of Main Street (traveling north) between the junction of Church Street and the pedestrian crossing.
- Area 3.* On the west side of Main Street (traveling south) between the bank driveway and the pedestrian crossing.
- Area 4.* Beaver Meadow Pedestrian Crossing at Main Street.
- Area 5.* Beaver Meadow Pedestrian Crossing at Fairview Cemetery.

**6.7 RESERVED HANDICAPPED PARKING**

Any posted and properly marked handicapped parking space located on a public highway or public parking area which is open to the general flow of vehicular and pedestrian traffic within the Town of Norwich is for use by handicapped persons only. All other parking, standing and stopping are prohibited. The operator /owner of a vehicle using a handicapped parking space must display a valid handicapped registration plate or a valid placard.

**6.8 OBSTRUCTING EMERGENCY SERVICE ACCESS FOR FIRE / POLICE VEHICLES**

Except when necessary to avoid conflict with other traffic, or in compliance with law or the directions of an enforcement officer or official traffic control device, no person may stop, stand or park a vehicle in the following areas:

- Area 1.* In front of a fire hydrant or within six feet on either side of a fire hydrant measured along the curb or street edge from the centerline of the hydrant projected to the curb or street edge.
- Area 2.* Parking within 20 feet of the intersection of Firehouse Lane and Main Street on the east side of Main Street.
- Area 3.* Parking within 75 feet of the fire station driveway on the west side of Main Street except for vehicles that are parked so that all tires are off of the paved portion of the road.

(A fire hydrant is any upright pipe installed for the purpose of obtaining water from a water main, pond, cistern or river and includes what are commonly referred to as wet and dry hydrants.)

**6.9 VEHICLES PARKED FOR SALE**

No person or entity shall park or cause to be placed on any public highway (or on public property in the Town of Norwich) any motorized vehicle, trailer, boat, snowmobile, farm equipment or other property; registered or un-registered, for the purpose of selling said vehicle, trailer, boat, snowmobile, farm equipment or other property. Registered and operating vehicles bearing "For Sale" signs, or the like, that are otherwise properly parked in the Town for a bona-fide non-sale purpose must be moved from any public parking area between the hours of ten PM and eight AM every evening.

**7. ADDITIONAL REGULATION OF PARKING**

The Selectboard may regulate parking in addition to or otherwise as provided in this ordinance, by notice of the designation and description of such parking areas recorded in the office of the Town Clerk and posted in three conspicuous places in the Town of Norwich, together with a publication in the local area paper within (14) fourteen days of the adoption of such changes or additional parking areas and the erection of suitable signs.

**8. PENALTY**

The fine for a first violation of any provision of this Ordinance is \$5.00, and a second or subsequent violation committed within 30 days shall be \$15.00. An exception hereto is number 18 below. A violation of the provision for handicapped parking is penalized under 23 V.S.A. section 304a (e) and shall be \$25.00 for each offense, plus the cost of towing and storage costs.

1. Overtime or overnight prohibited parking
2. Parked facing wrong direction
3. Obstructing a crosswalk
4. Obstructing a sidewalk
5. Parking within a bus stop
6. Obstructing a driveway
7. Parking within 20 feet of intersecting way
8. Double parking
9. Restricted place or prohibited area or prohibited time
10. Parking within 6 feet of hydrant
11. Snow removal (obstructing)
12. Fire lane violation
13. Obstructing travel lane
14. Where signs prohibit
15. Obstructing loading zone
16. Winter parking ban
17. Vehicle parked for sale
18. Handicapped parking violation (including failure to display valid plate or placard)
19. Violation of Town Ordinance

In addition to the fines contained in this ordinance the police may arrange for the vehicle violating this ordinance to be towed away and the operator/owner shall be responsible for any towing and storage charges that may be incurred.

**9. PAYMENT OF FINES, WAIVER FOR NON-CONTESTED VIOLATIONS AND COLLECTION**

All fines must be paid within 20 working days of the issuance of the ticket. If the fine has not been paid within this period, the ticket may be sent to the District Court for collection of the fine. Additional fees may be applied for the collection of all fines. Such fees may include but not limited to administrative processing fee(s) and/or postage (certified mail).

**10. GRIEVANCE PROCEDURE**

If a person believes that s/he has unfairly received a parking violation ticket, s/he may appeal in writing to the Norwich Parking Enforcement Officer, by filling out a grievance form (forms available at the Norwich Police Department). Return form by mailing or in person to the Norwich Police Department, 10 Hazen Drive, Norwich, VT 05055. Requests for appeals must be submitted within three (3) working days of the issue date on the ticket. If the person is not satisfied with the disposition rendered by the Parking Enforcement Officer, s/he may appeal in writing to the Police Chief. The decision of the Police Chief shall be final. A PERSON MUST MAINTAIN POSSESSION OF HIS/HER PARKING TICKET UNTIL NOTIFIED OF ITS DISPOSITION BY THE PARKING ENFORCEMENT OFFICER.

**11. SEVERABILITY.**

Any part or provision of this ordinance shall be considered severable, and the invalidity of any part or section will not be held to invalidate any other part or provision of this ordinance.

**12. CONSOLIDATION AND REPLACEMENT**

This ordinance is a consolidation of previous ordinances and it supercedes all existing parking-related Town ordinances.

**13. EFFECTIVE DATE**

Qualified voters of the Town of Norwich are hereby notified that they have forty-four days from the date of adoption hereof by the Selectboard to petition for a vote on this ordinance at an annual or special meeting as provided in 24 V.S.A. section 1973.

Signed:

*Alison M. May*

Alison M. May, Chair

Date Adopted: 10/12/2005

*John C. Candon*

John C. Candon

Benjamin Ptashnik

*Edwin S. Childs*

Edwin S. Childs

*Gerard Chapdelaine*

Gerard Chapdelaine

Date Effective: 12/12/2005

**ADOPTION HISTORY:**

1. Agenda item at regular Selectboard meeting held on October 12, 2005.
2. Read and approved at regular Selectboard meeting on October 12, 2005 and entered in the minutes of that meeting which were approved on 10/26/05.
3. Posted in public places on 10/14/05.
4. Notice of adoption published in the Valley News newspaper on 10/15/05 with a notice of the right to petition.
5. Other actions [petitions, etc.]

**NORWICH ANIMAL CONTROL ORDINANCE  
2005**

**1. AUTHORITY**

This ordinance is adopted under the provisions of VSA T20, §3549.

**2. CIVIL ORDINANCE**

Any infraction of this ordinance will be considered a civil matter.

**3. DEFINITIONS**

**"Animals"**: shall include dogs and wolf-hybrids.

**"At Large"**: shall mean off the premises of the owner, and not under the control of the owner, a member of his immediate family or an agent of the owner either by leash, cord, chain or otherwise within the control of such person, so that at all times the animal can be prevented from causing any damage, disturbance, or annoyance.

**"Restraint"**: shall mean physical restriction of the animal by chaining, leashing, use of electronic fencing, placing in a fenced or enclosed area, or other similar action.

**"Confinement"**: shall mean being kept in a closed space from which the animal shall not be allowed to leave. The inside of a house or closed garage or kennel is such a place. Note that an outdoor wire pen is not sufficient to confine a bitch in heat.

**"Impoundment"**: shall mean the taking of an animal into physical custody by the Animal Control Officer and transport to the nearest available animal shelter. The owner will be required to pay all expenses incurred during the period that an animal is impounded.

**"Sustained Period"**: shall mean a period of 20 minutes or longer of continuous or frequent occurrence.

**"Repeatedly"**: shall mean more than twice within a seven day period.

**4. GENERAL PROVISIONS**

A. Each person owning and/or keeping an animal or animals within the Town of Norwich shall bear sole responsibility for the actions of his or her animal(s). The owner or keeper shall be held responsible for preventing his or her animal(s) from becoming a nuisance, as defined below, and shall be responsible for payment of all damages and expenses caused by his or her animal(s), including impoundment fees.

B. Under this section, an animal is causing a nuisance, or is a menace to persons or property, under any of the following conditions:

1. If it runs at large off the premises of the owner on any public or private property.
2. If it barks or howls continuously for sustained periods of time, causing annoyance to persons.
3. If the dog damages or destroys property, spreads garbage, defecates on private property or maintained public areas and the person responsible refuses to remove fecal matter, or if it chases vehicles, game, domestic animals, or humans.
4. While it runs at large, it bites, attacks or otherwise menaces persons using the streets or sidewalks.
5. If a bitch is unconfined while in heat.

- C. Any person who considers an animal to be a menace, or in any way to be a threat to persons or property may complain to the Norwich Police Department, who will cause the complaint to be investigated promptly.

## 5. LICENSING OF ANIMALS

*Note: This section refers only to dogs, and wolf hybrids.*

- A. All dogs and wolf hybrids kept within the Town of Norwich must be licensed by the Town Clerk, in accordance with the provisions and fee schedule described in VSA T20, §3581. All animals will be licensed by April 1 each year. A penalty of 50% of the license fee will be added after April 1.

New dogs and wolf hybrids, not yet six months old on April 1, and dogs and wolf hybrids that have moved into Norwich with their owners are exempt from the 50% penalty.

All animals when they reach the age of six months must be licensed within 30 days. Newly acquired animals older than 6 months must be licensed immediately.

When an animal has been registered for the current year (4/1 to 3/31) in another town in Vermont, and the owner then moves to Norwich, a current Norwich tag will be issued for \$1.00 on presentation of the other town's license (T20, §3591). No reciprocity is provided with any other State's license.

- B. By April 15, the Town Clerk will prepare a list of licenses issued during the current year and a list of those animals licensed in the previous year that have not yet been licensed in the current year (T20, §3590). The Town Clerk will notify each owner of an animal thus identified that the animal is unlicensed and will explain the penalties involved. This notice may be in writing or by telephone.
- C. When a designated animal control officer or Norwich Police find an animal that is unlicensed for the current period, they will inform the owner of the need to license and the penalties that will be collected.

## 6. ANIMAL BITES (PROTECTION FROM RABIES)

*Note: These regulations are based on the recommendations of the Vermont Department of Health.*

- A. When a complaint is received that an animal has bitten a human, the Animal Control Officer, or Police Officer shall identify the animal, if it has a license tag, and will order the owner to confine the animal for 10 days. If no facilities exist for confining the animal at the owner's home, the animal will be placed in the care of a Veterinarian for 10 days and all expenses thus incurred will be the responsibility of the owner.

If the animal has a current tag, but the owner can not be found, the animal will be delivered to a veterinarian for the 10 day observation period.

In the event the animal has no identification and the owner can not be found, the animal will be delivered to a veterinarian for observation.

If any animal appears ill during the 10 day confinement this animal must be evaluated by a Veterinarian. No animal may be destroyed during the 10 day observation period, except on the order of a Veterinarian and after an attempt has been made to contact the owner.

- B. The Norwich Health Officer or Deputy will be informed of the bite and he will ensure that the person bitten received medical attention.

The Health Officer will determine that the period of confinement is carried out. At the end of 10 days the Health Officer will contact the animal owner and determine if the animal is healthy. The Health Officer may decide that a veterinarian should examine the animal and issue a certificate of freedom from rabies; the cost of such an examination will be paid by the animal's owner.

If there is any doubt about the animal's health at the end of the confinement the animal will remain confined and advice will be obtained from the Department of Health.

The Health Officer will file an Animal Bite Report Form with the Vermont Department of Health.

- C. Should rabies be confirmed in the confined animal the matter shall be handled as directed by the Board of Health with the advice of the Department of Health and after an attempt has been made to contact the owner.

## **7. DOGS CAUSING INJURY OR DEATH OF DOMESTIC/FARM ANIMALS**

When the animal control officer or Norwich Police Officer receives a complaint that animal(s) have harassed, injured or killed any domestic/farm animals, the officer shall investigate the complaint and submit a copy of the report to the Chief of Police. The Chief of Police will provide the Town Manager with the investigative report describing the incident and extent of injury inflicted, along with an estimated dollar value. The Town Manager will consider the facts, information and circumstances surrounding the incident and may request that the owner(s) of the animals causing the injury or death pay fair compensation to the owner of the injured or killed domestic/farm animals. The Town Manager may also initiate additional actions as may be provided by statute to prevent the reoccurrence of a similar incident.

## **8. ENFORCEMENT OF THIS ORDINANCE**

- A. The Town Manager may appoint an Animal Control Officer to carry out and enforce the provisions of this ordinance. The appointment will detail the duties of the officer. The Animal Control Officer will be paid an agreed hourly rate.

In the event that the position of Animal Control Officer is vacant, all complaints will be handled by the Norwich Police Department who are authorized to employ temporary qualified staff to catch or restrain animals, to transport and/or impound animals or to cause animals to be destroyed, which actions shall be in compliance with the provisions of this ordinance. References to the Animal Control Officer shall include the Police Officers when they are acting as Animal Control Officers.

- B. The Animal Control Officer or the Norwich Police shall have one or more of the following administrative alternatives at their disposal:
1. A verbal warning.
  - 2.(a) A written warning, to alert an owner that his/her animal is in violation of a provision(s) of this ordinance.
    - (b) After written warning. A citation for violation shall be \$50.00. A second violation and subsequent citations up to a \$100 fine. (See appendix A for guidelines for the Police.)
  3. An order to restrain the animal. Such order shall be in writing and a copy shall be delivered to the Town Manager.
  4. Temporary impoundment of the animal, until such time as its owner can be located. This will result in a \$50.00 charge if the Animal Control Officer or Norwich Police Officer goes out to collect the animal.
  5. An Order of Confinement for biting animals or bitches in heat.
  6. Such other action as the Town Manager shall determine.

**9. APPEALS**

Any person receiving a citation (and fine), an order to restrain or an order to confine an animal may appeal that action in writing to the Town Manager, within twenty-one days of receipt of the notice of violation. Upon receiving such an appeal, the Town Manager will schedule a hearing for the appeal within fourteen days. The owner of the animal, the Animal Control Officer/Norwich Police Officer and the person making the complaint about the animal will be notified to attend the hearing. The Town Manager will hear the merits of the case and shall affirm, reduce or eliminate the penalty as justice may require. The decision may be delivered to the respondent immediately following the hearing or shall be delivered no later than five days following the hearing.

If the person making the original complaint about an animal declines to attend the hearing and the Animal Control Officer or Norwich Police Officer affirms the action taken by him was solely upon the information of the complainant and not corroborated by his personal observation, the fine or order shall be dismissed by the Town Manager.

**10. PAYMENT OF FINES, WAIVER FOR NON-CONTESTED VIOLATIONS AND COLLECTION BY THE TRAFFIC & MUNICIPAL COURT**

All fines must be paid within 35 days of issuing of a citation. A waiver of one half of the fine will be made if the fine is paid to the Treasurer, Town of Norwich within 21 days from mailing or receipt of the citation. If the fine has not been paid after 35 days, a Traffic and Municipal Court Citation will be issued for collection of the full fine.

**11. EFFECTIVE DATE**

This ordinance will become effective 60 days after adoption.

**12. SEVERABILITY**

Any part or provision of this ordinance shall be considered severable, and the invalidity of any part or section will not be held to invalidate any other part or provision of this ordinance.

**13. REPLACEMENT**

This ordinance supersedes all existing Norwich animal control ordinances.

**APPENDIX A  
GUIDELINES FOR THE POLICE OR  
ANIMAL CONTROL OFFICER**

1. When an animal is running at large but causing no other nuisance, the owner should receive a warning for the first offense and a \$50.00 fine for a second offense and fines up to \$100 for subsequent violations. This procedure will apply to these situations:
  - the animal is brought to the police station
  - the police find and pick up the wandering animal; for example: an animal wandering in traffic
  - the police find a dog running at large and take the animal to a shelter.
2. When a first citation is issued for an animal biting, attacking or being a physical threat, the owner should consider appropriate restraint of the animal both to protect the public from injury and the owner from civil action.

A second citation for the same reason must result in restraint of the animal, which may be verified by the police.
3. A restraining order shall remain in effect for one year. After this period the owner may relax the restraint if he/she is convinced the animal no longer poses a threat. However, a further citation will result in a full fine and re-imposition of the restraining order.

**APPENDIX B  
ADDITIONAL PROVISIONS**

Norwich residents should be aware of the following additional restraining provisions. The owner or keeper of an animal shall be held responsible for restraining his or her dog(s) in the following situations.

1. All dogs kept within the Norwich Fire District must be restrained to the confines of their owner's or keeper's property lines, or under the direct control of their owners or keepers when away from that property. Dogs found running at large in the Fire District will be subject to impoundment and a fine of \$50.00. The fine will increase up to \$100 for subsequent violations.
2. No dogs will be allowed on the premises of the Norwich Swimming Pool during supervised hours. After supervised hours dogs are only allowed when they are under the immediate control of their owners or keepers.

Signed:

*Alison M. May*

Alison M. May, Chair

Date Adopted: 10/12/2005

*John C. Candon*

John C. Candon

Benjamin Ptashnik

*Edwin S. Childs*

Edwin S. Childs

*Gerard Chappelaine*

Gerard Chappelaine

Date Effective: 12/12/05

ADOPTION HISTORY:

1. Agenda item at regular Selectboard meeting held on September 28, 2005.
2. Read and approved at regular Selectboard meeting on October 12, 2005 and entered in the minutes of that meeting which were approved on 10/26/05.
3. Posted in public places on 10/14/05.
4. Notice of adoption published in the Valley News newspaper on 10/15/05 with a notice of the right to petition.
5. Other actions [petitions, etc.]

**TOWN OF NORWICH  
SELECTBOARD**

Amendments to the Norwich Zoning Regulations

The attached amendments to Sections 6,10, 12, and 18 of the Norwich Zoning Regulations, and the attached map of the Village Residential II District are hereby adopted by the Norwich Selectboard

Signatures of the Selectboard

Alison M. May  
Edw J Chubb  
Jack Caudle

Samuel Chandalgine  
Ben Hashim

Date December 7, 2005

and made effective: December 28, 2005

RECEIVED  
December 28 A.D. 2005  
AT 9 O'CLOCK 45 MIN. A M  
AND RECORDED IN MISC 19 Land Ordinance Book  
BOOK 19 PAGE 372-383  
ATTEST.  
Kevin J Munday  
TOWN CLERK (NORWICH, VERMONT)

6. GENERAL STANDARDS

6.1 Odors: There shall be no objectionable odors (see 5.24).

6.2 Noise:

6.2.1 In Residential Districts the noise, whether pulsing, intermittent or continuous may not exceed 60 decibels at or beyond the boundaries of the property from which it originates during daylight hours or 50 decibels at night. Temporary noise of maintenance or construction is exempted.

6.2.2 In the Business and Commercial/Industrial Districts, the noise may not exceed 70 decibels. Temporary noise of maintenance or construction is exempted.

6.2.3 At the boundary of Commercial/Industrial Districts with Residential Districts, noise may not exceed that permitted in the Residential District.

6.3 Maximum Height within District

	<u>Rural Residential</u>	<u>Village Residential I &amp; II</u>	<u>Business</u>	<u>Commercial/Industrial</u>
Agricultural Building	No Limit	No Limit	No Limit	No Limit
Building Height	35 feet	35 feet	35 feet	35 feet
Windmill Height	Not to exceed the distance to the nearest lot line.	Not to exceed the distance to the nearest lot line.	Not to exceed the distance to the nearest lot line.	Not to exceed the distance to the nearest lot line.
Other Structures	35 feet	25 feet	25 feet	25 feet

6.3.1 The Zoning Board of Adjustment may permit an increase of building height over the maximum heights in Section 6.3 for architectural or historic preservation enhancements such as spires, cupolas, or towers, providing the additional height of the structure will not be used for human occupancy or storage, alter the character of the neighborhood or district in which the property is located, substantially or permanently impair the appropriate use or development of adjacent property, or be detrimental to the public welfare.

6.4 Minimum Areas and Minimum Setbacks within Districts

Rural Residential, Village Residential I & II, Business and Commercial/Industrial Districts

Land development within the Rural Residential, Village Residential I & II, and Business Districts shall conform to the following conditions:

	Rural Residential	Village Residential I	<b><u>Village Residential II</u></b>	Business	Commercial/Industrial
Minimum Area of Lot	2 Acres*	20,000 sq ft	<b><u>2 Acres*</u></b>	20,000 sf	60,000 sq ft
Minimum lot width at depth of front yard setback along a public highway or deeded right-of-way (of at least 50 ft. in width)	90 ft.	80 ft.	<b><u>80 ft.</u></b>	80 ft.	80 ft.
Minimum setback of any structure from lot boundary on highway or right-of-way	20 ft.	20 ft.	<b><u>20 ft.</u></b>	10 ft.	20 ft.
Minimum distance of any structure from other lot boundaries	10 ft.	8 ft.	<b><u>8 ft.</u></b>	2 ft.	20 ft.

\* Under Section 3.2 of the Norwich Subdivision Regulations adopted July 16, 2002 minimum lots of 20,000 square feet are permitted as part of an approved subdivision, if the maximum density throughout the subdivision is not less than one **lot** per two acres of “developable area”, as defined in the subdivision regulations.

6.5 Fence Setback Requirements: (See 5.45)

The minimum setback from the property line for a fence which exceeds four feet in height shall be equal to or greater than the height of the fence above four feet, except:

6.5.1 Property owners in a residential district may erect fences up to 7' on the boundary of the Business or Commercial/Industrial district without having to meet setback requirements.

6.5.2 A fence exceeding 4 feet but not more than 7 feet may be erected on a side or rear boundary line if the application for the permit is signed by the landowners on both sides of the boundary.

6.6 Signs: (See 5.41)

6.6.1 No sign may be flashing, moving or illuminated in color.

6.6.2 Signs may be made to be read from both sides.

6.6.3 Lighting shall be by exterior light and hooded or covered so that the glare of the lamp is not visible from the highway or beyond the property boundary and does not distract operators of motor vehicles.

6.6.4 Setbacks: For purposes of establishing setbacks when a property line forms the

boundary line of a zoning district the more restrictive setback standards of the two districts shall apply.

6.6.5 Signs: Permitted Signs and Setback Requirements:

Residential Districts

One free standing sign or one wall mounted sign may be erected on the lot as specified in the Residential and Village Residential **I & II** Sign Setback and Size Requirements.

Residential/Village Sign Set Back and Size Requirements

Applicants may choose to erect one of the following:

	Minimum Setback from Right of Way	Maximum Size	Maximum Height	Minimum Setback from other Lot Lines
1. Free Standing & Lighted	20'	4 sq. ft.	8'	20'
2. Free Standing & Unlighted	None	4 sq. ft.	8'	10'
3. Wall Mounted & Lighted	20'	4 sq. ft.	8'	20'
4. Wall Mounted & Unlighted	None	4 sq. ft.	8'	10'

Buildings with multiple businesses may have one additional wall mounted sign per business, not to exceed 1.5 square feet in area including frame.

Non-residential uses such as schools, churches, and municipal buildings, allowed under VSA Title 24, Section 4409 (a), may have one sign with a maximum size of 8 square feet.

Business/Commercial/Industrial Districts

One free standing sign and one wall mounted sign may be erected on a lot as specified below for the Business/Commercial/Industrial Sign Setback and Size Requirements.

Buildings with multiple businesses may have one additional wall mounted sign per business not to exceed 2.0 square feet in area including frame.

**10. ZONING DISTRICTS**

**10.1 General**

10.1.1 The **five** primary districts (Business, Commercial and Industrial, Rural Residential, Village Residential I and Village Residential II are shown on Map 1 in the Appendix. Others (Aquifer Protection, Shoreline, Flood Hazard) are overlaid on these and are separately defined. They impose slightly different regulations than the zones they overlie, and their requirements, when in conflict, take precedence.

10.1.2 In all zones in accordance with 4409 of the state statue, public utilities, state or community owned and operated institutions and facilities, public and private schools and other educations institutions, etc., may be regulated only for size, height, setback, parking, loading and landscaping.

10.1.3 One permitted residential use or one conditional residential use is allowed per lot. This restriction does not apply to secondary uses such as Accessory Uses and Structures, Home Occupations or Home Industries, or Agricultural and/or Forestry Uses. Non-residential permitted or conditional uses , as listed in 10.1 to 10.4, may be combined on a single lot, but may not be combined with a residential use without a conditional use permit.

**10.2 BUSINESS**

**Objective:**

The business district is intended for shopping facilities, offices, banking, food and lodging and governmental operations. Utility and safety in this district require adequate off street parking and minimization of traffic congestion.

**Uses:**

**Permitted Uses**

ONE-UNIT DWELLING  
 TWO-UNIT DWELLING  
 ACCESSORY USES OR STRUCTURES  
 HOME OCCUPATION  
 HOME INDUSTRY  
 PROFESSIONAL OFFICE/SERVICES  
 RETAIL BUSINESS  
 STANDARD RESTAURANT  
 DAY CARE (6 children or less)  
 BANK  
 RESIDENTIAL/GROUP HOME  
 (6 persons or less)

**Permitted Upon Issuance of  
 Conditional Use Permits**

HOTEL  
 MOTEL  
 BED AND BREAKFAST  
 BOARDING HOUSE  
 MEMBERSHIP CLUB  
 ASSEMBLY HALL  
 WHOLESALE BUSINESS  
 RESEARCH/TESTING  
 LIGHT INDUSTRY  
 PARKING LOT  
 DAY-CARE (7 or more children)  
 RESIDENTIAL/GROUP HOME  
 ( 7 persons or more)

10.5 Village Residential I

**Objective:**

This area is intended for dwellings and home occupations .

**Uses:**

PERMITTED USES

- ONE-DWELLING UNIT
- TWO-UNIT DWELLING
- ACCESSORY USE OR STRUCTURE
- AGRICULTURAL USE
- HOME OCCUPATION
- DAY CARE (6 children or under)
- RESIDENTIAL/GROUP HOME

(6 persons or under)\*

\*Except that no such home shall be so considered if it locates within 1000 feet of another such home.

PERMITTED UPON ISSUANCE OF  
CONDITIONAL USE PERMITS

- DAY CARE (7 children or more)
  - RESIDENTIAL CARE/GROUP HOME
- (7 persons or more)

**10.5A Village Residential II**

**Objective:**

This area is intended for dwellings **including affordable housing** and home occupations

**Uses:**

PERMITTED USES

**As per Village Residential I**

PERMITTED UPON ISSUANCE OF  
CONDITIONAL USE PERMITS

**As per Village Residential I**

### 12.3 Planned Residential Developments (PRDs)

12.3.1 Planned Residential Development (PRD) provisions may be applied, at the request of an applicant, to any sized parcel to be subdivided within the Rural Residential District or any Village Residential District and any other subsequently created district which expressly so provides. Any change to an approved PRD shall require an amendment to the prior approval in accordance with this section.

Any residential use permitted in the district in which the PRD is located are permissible under the PRD, including home occupations as provided in Section 5.16. A PRD may include, at the discretion of the Planning Commission, dwelling units of varied types, including single- and two-family dwellings and multi-unit dwellings.

Certain non-residential uses, designed primarily to service the residents of a PRD, also are permitted. Examples of such uses include: recreation facilities; day care facilities; and accessory uses.

12.3.2 Application for a PRD shall be submitted simultaneously with applications for major subdivision review in accordance with the requirements set forth in the Subdivision Regulations and for site plan review. In addition to the application materials set forth in Table 2.2 thereof, the application for a PRD must set forth: (i) the nature of all proposed modifications or changes of existing land use and development regulations, including those in Section 3.3 of the Subdivision Regulations, and the standards and criteria which the applicant proposes for the development, including standards for the design, bulk and spacing of buildings and sizes of lots and open spaces; and (ii) a brief summary of the project and how it meets the standards set forth in this Section 12.3.

12.3.3 In addition to the standards set forth in the Subdivision Regulations, a PRD shall meet the following standards:

A. The PRD shall be an effective and unified treatment of the development possibilities on the site, and the development plan shall make appropriate provision, where applicable, for the protection of: wetlands; steep slopes, prominent knolls and ridgelines; wildlife habitat and natural areas; historic and cultural resources; farm land; forest resources; scenic areas and other unique features.

B. The overall density of the project shall not exceed:

- i. in the case of property within the Rural Residential District: the number of units permitted based upon maximum allowable density calculated pursuant to Section 3.2 of the Subdivision Regulations; or
- ii. in any other district, the number of units permitted if the land were subdivided into lots in accordance with the standards for the district(s) in which the land is situated;

**provided, however that, in each of the above instances, the permitted density so determined may be increased as permitted below to reflect:**

- a. a density bonus of up to 25% of the permitted overall density may be permitted in the Rural Residential District in instances in which not less than 60% of the total acreage is set aside as open space in accordance with Section 3.10 of the Subdivision Regulations; or
- b. a density of up to 25% of the permitted overall density may be permitted in the Village Residential **I** District in instances where the PRD complies with the standards set forth in subsection (G) below; or
- c. **except in the Village Residential II District**, a density bonus of 25% of the permitted overall density may, in accordance with Section 4407(3) of the Act, be permitted in instances in which not less than 20% of the total number of dwelling units created are affordable housing units, as defined in Section 5.1A; or
- d. **except in the Village Residential II District**, a density bonus of up to 50% of the permitted overall density may, in accordance with Section 4407(12) of the Act, be permitted in instances in which not less than 50% of the total number of dwelling units created are affordable housing units, as defined in Section 5.1A
- e. **a density bonus of up to 195% of the permitted overall density may be permitted in the Village Residential II District in instances in which not less than 70% of the total number of dwelling units created are Affordable Housing units as defined in Section 5.1A, which housing shall remain affordable**

**in perpetuity.**

- C. A greater concentration or intensity of residential development may be located within some portion(s) of the site provided there is an offset by a lesser concentration in another portion or an appropriate reservation of open space on the remaining land.
- D. The PRD shall be consistent with the goals and objectives of the Town Plan.
- E. The PRD shall result in no greater burden on present and projected municipal services than would result from traditional development and the PRD will be served by adequate public or private facilities including streets, fire protection, and utilities. The Planning Commission may restrict points of access to state or town highways and, subject to Norwich Selectboard approval where necessary, require improvements to roads to meet town road or private highway specifications.
- F. In addition to the standards set forth in (A) through (E) above, a PRD within the Rural Residential District shall be designed to blend new development into the rural landscape and maintain important natural, scenic and cultural resources as described in the Town Plan. Accordingly, PRDs in that district are encouraged to be designed in accordance with the standards for either crossroads hamlets or farmstead clusters, as described below:
- a. Crossroads hamlet – A proposed PRD may be designed in a manner which replicates a traditional crossroads hamlet, characterized by a concentration of residential buildings and one or more prominent cultural, community or civic structures, located at a road intersection.
  - b. Farmstead cluster – A proposed PRD may be designed in a manner which replicates a traditional Vermont farmstead, characterized by a variety of building scales, which visual character is typified by the appearance of a principal dwelling and a mix of agricultural buildings (e.g., barns and outbuildings) located within a compact area surrounded by open farmland. Such a farmstead cluster shall be designed to include:
    - (i) a contiguous grouping of dwellings within a compact area, in which the inclusion of multi-family and affordable housing is encouraged; and
    - (ii) no fewer than three nor more than nine dwelling units shall be located within a single farmstead cluster. Multiple farmstead clusters may be placed on a single parcel provided they are separated by

adequate open space.

G. In addition to the standards set forth under (A) through (E) above, a PRD within **any** Village Residential District shall be designed so that the layout and configuration of the lots and placement of buildings are consistent with the historic pattern and scale of development found within the village. At a minimum, PRDs located within **any** Village Residential District shall be designed in the following manner:

- a. Development envelopes should be established so that buildings front upon and are oriented toward roads or common areas.
- b. Roads and driveways shall be laid out in a manner that reflects historic village street design characterized by a well defined streetscape comprised of street trees, sidewalks and/or a consistent building setback.
- c. Adequate provision for open space and common areas shall be included in the design.

## 18. APPENDICES - (Including Maps)

- 18.1 The zoning districts adopted with this Regulation are shown on official copies of the Zoning Maps A and B, in the offices of the Town Clerk and the Planning Commission. The reproductions of these maps included herewith are not sufficiently detailed for full accuracy. The official maps list owners of lots within Business Districts A, B, and C, and the Commercial and Industrial District, as they appeared in the Listers' records at the time these Regulations were adopted.

The outer boundary of the Village Residential I District coincides with the boundary of the Fire District as adopted at the annual meeting of the Fire District in January, 1979. The minutes of that meeting also list the owners of lots within the District, as of that date.

**The Village Residential II District shall be that approximately 42 acre area bounded and defined by Church Street to the North, the VR District to the West and I-91 to the South and East as shown on the Village Residential II District map dated 12/7/05.**

All other parts of the Town, exclusive of the Village Residential **I**, the Village Residential **II**, the Business, and the Commercial and Industrial Districts, are included in the Rural Residential District. Areas which are subject to flooding are shown on the Flood Hazard Boundary Maps of the U.S. Department of Housing and Development, as revised August 8, 1980, which maps may also be consulted in the offices of the Town Clerk and the Planning Commission. These flood-prone lands are also governed by the Flood Hazard Zoning District of this ordinance..

The Aquifer Protection District Map is adopted with these regulations.



16-049

16-053.000

16-052.000

16-054.000

16-055.000

Church Street

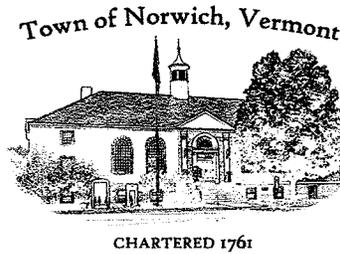
16-017.000

I-91

16-057.000

VILLAGE RESIDENTIAL II DISTRICT MAP  
ADOPTED 12/7/05  
EFFECTIVE 12/28/05

VILLAGE RESIDENTIAL II DISTRICT  
Lots included:  
16-017  
16-052  
16-053  
16-054  
16-055  
16-057  
~~16-052~~ 19



## TOWN OF NORWICH

### ORDINANCE REGULATING STREET VENDORS AND DOOR-TO-DOOR SOLICITORS

#### 1. AUTHORITY

This ordinance is adopted under the provisions of Vermont Statutes Annotated Title 24 Section 1971.

#### 2. CIVIL ORDINANCE

Any infraction of this ordinance will be considered a civil violation.

#### 3. GENERAL PROVISIONS

- A. No person shall, in person or by his/her employees or agents, sell, peddle, or solicit orders for any goods, wares, merchandise or services within the sidewalks or public streets of the Town of Norwich, or by traveling from door-to-door within the Town of Norwich without first securing a permit from the Chief of Police or his/her designee.
- B. No person shall, in person or by his/her employees or agents, sell, peddle, or solicit orders for any goods, wares, merchandise or services within the sidewalks or public streets of the Town of Norwich, or by traveling from door-to-door within the Town of Norwich between the hours of 7:00 PM on one day and 9:00 AM the next day.
- C. A permit must be obtained seven (7) days in advance of the start date of solicitation.
- D. The permit fee will be set by the Selectboard and printed on the permit application.

- E. The permit will be valid for seven (7) days. The permit may be extended for additional seven (7) day periods by requesting such extensions from the Chief of Police or his/her designee.
  
- F. Authorized representatives of religious, charitable, educational, or service organizations desiring to solicit or raise money through the sale of goods or through the sponsoring of an activity in a public place, municipal property, buildings, sidewalks or rights of way shall be exempt from paying any fees required by any section of this ordinance. All such organizations shall be required to submit in writing to the Chief of Police the name and purpose of the cause for which such sale of goods or activity is being conducted, the name and address of the immediate director of such activity, and the period during which such activity is to be carried out in the Town of Norwich and the time, place and location of such activity. If the Chief of Police investigation, shall find that the organization is a bona-fide charitable, religious, educational or service organization, and that the activity will not jeopardize public health, safety and welfare, he shall issue, free of charge, a permit to carry on such sale of goods or activity at a specified time and place and upon such other conditions as the Town Manager shall require. Such permit shall cover all persons engaged in the activity for which the permit was issued.
  
- G. Minors, independent of an organization, may have a lemonade stand or similar stand and not trigger this ordinance.

#### 4. ENFORCEMENT OF THIS ORDINANCE

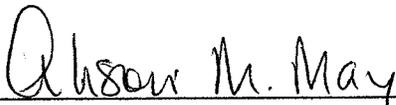
- A. Any person, employee or agent who fails to obtain the necessary permit/s will be fined \$75.00 and shall cease operation within the Town of Norwich until the proper permit/s are obtained and all fines have been paid.
  
- B. The Chief of Police or his/her designee has the right to revoke a permit to peddle at any time.

#### 5. PAYMENT OF FINES, WAIVER OF NON-CONTESTED VIOLATIONS AND COLLECTION BY THE TRAFFIC AND MUNICIPAL COURT

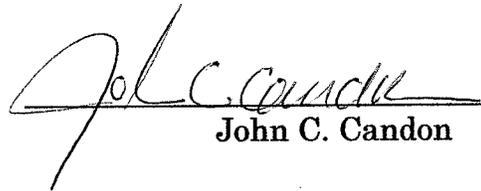
All fines must be paid within seven (7) days of issuing a notice of violation. A waiver of one half (1/2) of the fine will be made if the fine is paid to the Finance Officer of the Town of Norwich within seven (7) days. If the fine has not been paid after seven (7) days a Traffic and Municipal court citation will be issued for collection of the full fine.

6. REPLACEMENT

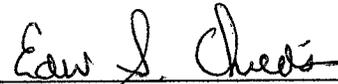
This ordinance supercedes all existing ordinances to regulate street vendors and door-to-door solicitors.



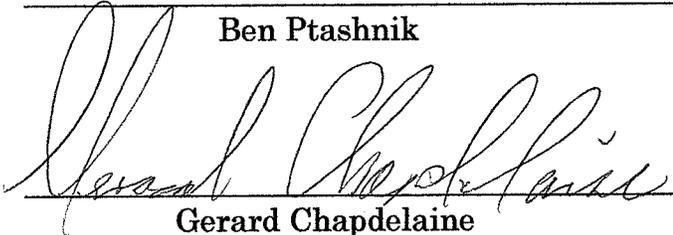
Alison M. May (Selectboard Chair)



John C. Candon



Edwin S. Childs



Ben Ptashnik

Gerard Chapdelaine

8/22/05

Effective Date

**ORDINANCE**  
**REGULATING ENFORCEMENT OF TRUCK WEIGHT LIMITS**

WHEREAS, the Town of Norwich has, by authority granted in 23 V.S.A. § 1400a, the power to adopt, amend, repeal, and enforce ordinances, and to manage and regulate weight limits for trucks that travel on Class 2, 3 and 4 Town Highways situated within the boundaries of the Town of Norwich;

NOW, THEREFORE, to protect public safety and well being, and to promote the responsible use of Town-owned infrastructure, the Selectboard of the Town of Norwich hereby adopts this ordinance to regulate the use of Town Highways by Trucks.

**ARTICLE I. Definitions.**

- a. "Highway Administrator" means the head of the Norwich Highway Department.
- b. "Officer" means any Norwich Police Officer.
- c. "Town Highway" means any Class 2, 3 or 4 highway, road, street or other public way, as defined in 19 V.S.A. § 302.
- d. "Truck" means any motor truck (as defined by 23 V.S.A. § 4(22)), tractor trailer or other motor vehicle that desires to operate on Town Highways with weights exceeding base limits as defined by 23 V.S.A. § 1932(1)-(3).
- e. "Truck Operator" means either the owner or lessee of the vehicle or the person who moves or operates a Truck.
- f. "Weight Limits" means weight limits as defined in 23 V.S.A. Sections 1391, 1392(4)-(21) and 1400.

**ARTICLE 2. Requirements.**

With the adoption of this ordinance, a Truck Operator will be required to be in compliance with State of Vermont requirements and registration for operation of an excess weight vehicle.

The Truck Operator shall be required to maintain the following information:

- a) Proof of compliance with current State requirements (e.g. a copy of necessary state permit(s) and/or registration)
- b) Copy of current insurance coverage including general liability coverage

When in compliance as required in this provision, a Truck Operator may operate a Truck on Norwich Class 2 and Class 3 roads; **and** with specific, prior written approval of the Highway Administrator, on Class 4 roads.

**ARTICLE 3. Special Provisions:**

Mud Season Requirements: During mud season when roads are posted, a resident of Norwich may receive permission for their truck to make trips from and to the owner's home IF it is determined by the Highway Administrator for the Town of Norwich that the trips will not cause undue damage to the posted roads. All Truck Operators seeking to utilize Class 4 roads during mud season must establish a travel pattern that is acceptable to the Highway Administrator to assure that such trips do not cause undue damage to such roads. Permission granted by the Highway Administrator may be rescinded if road conditions warrant it.

**ARTICLE 4. Enforcement:**

A Truck which is in compliance with State of Vermont requirements for its weight by authority granted in 23 V.S.A. Sections 1391, 1392(4)-(21) and 1400 is **in compliance** with this Ordinance

If a Truck is *not* in compliance with State of Vermont requirements, the Town may assess the penalties provided in 23 V.S.A. § 1391a.

**ARTICLE 5. Severability.** If any section of this ordinance is held by a court of competent jurisdiction to be invalid, such finding shall not invalidate any other part of this ordinance.

**ARTICLE 6. Effective Date.** This ordinance shall become effective 60 days after its adoption by the Town of Norwich Selectboard and shall remain effective for a period of two years following adoption, unless then extended by a vote of the Selectboard or; unless earlier amended as engineering information demands.

June 28, 2006

Date

TOWN OF NORWICH SELECTBOARD

Alison M. May  
Alison M. May, Chair

John C. Candon  
John C. Candon

Ben Ptashnik

Gerard Chapdelaine  
Gerard Chapdelaine

Edwin S. Childs  
Edwin S. Childs

ADOPTION HISTORY:

1. Agenda item at regular Selectboard meeting held on 6/28/06.
2. Read and approved at regular Selectboard meeting on 6/28/06 and entered in the minutes of that meeting which were approved on 7/12/06.
3. Posted in public places on 6/30/06.
4. Notice of adoption published in the Valley News newspaper on 7/1/06 with a notice of the right to petition.
5. Other actions [petitions, etc.]

## TOWN OF NORWICH Parking Ordinance

### 1. AUTHORITY.

This ordinance is adopted by authority of Vermont Statutes Annotated (V.S.A.) Title 24, Chapter 59, Section 1971-1973 and 24 V.S.A. Section 2291. The ordinance is further regulated by reference to V.S.A. Title 23, Chapter 13, Sections 1101, 1102, 1104 and 1105.

### 2. CIVIL ORDINANCE.

Any infraction of this ordinance will be considered a civil matter.

### 3. PURPOSE.

The purpose of this ordinance is to provide a lawful, fair and well defined parking ordinance which is enforceable at the municipal level with the ultimate goal of improving public safety. The ordinance lists the areas where parking is not permitted, and areas where parking is allowed to a limited degree.

### 4. DEFINITIONS, COMPOSITION, RULES AND PROCEDURES.

To the extent statutory sections define terms or conditions intended to be applied by this ordinance then they are incorporated by reference.

### 5. NO TOWN POLICE COURT.

This Ordinance does not establish a Town Police Court under 23 V.S.A. chapter 19.

### 6. LOCAL REGULATIONS ON PARKING.

#### 6.1 NO PARKING ZONES (Designated streets)

Parking, stopping, or standing is prohibited at all times at or in the following locations:

#### **BEAVER MEADOW ROAD**

*Area 1.* From the beginning of Beaver Meadow Road at the intersection of Main Street, westerly along the south side of Beaver Meadow road to the point where Hopson Road starts.

*Area 2.* North side of Beaver Meadow Road: westerly from a point 300 feet from Main Street to the south end of Bridge #39 (over Blood Brook and near St Francis' Church.)

#### **MAIN STREET**

*Area 1.* West side of Main Street: from the intersection of Beaver Meadow Road and Main Street, in a southerly direction along the west side of Main Street to the southern boundary of the Norwich Inn property.

*Area 2.* West side of Main Street: from the intersection of Beaver Meadow Road and Main Street, in a northerly direction along the west side of Main Street for a distance of 40 feet measured from the edge of the traveled way on the north side of Beaver Meadow Road.

*Area 3.* Opposite the entrance to Norwich Square: on the east side of Main Street at triangle at the intersection of Main Street and Route 5.

*Area 4.* East side of Main Street northerly from the corner of Carpenter Street to the pedestrian crossing located in front of the Norwich Inn.

*Area 5.* On the West side beginning at 100+ feet south of TH No. 60 (Elm Street, MP 1.37+) and extending northerly to 121+ feet north of TH No. 60 (MP 1.41+).

*Area 6.* On the East side beginning across from TH No. 60 (Elm Street, MP 1.39+) and extending northerly to 200+ feet north of TH No. 60 (MP 1.43+).

*Area 7.* On the East side of Main Street immediately south of the intersection of Hazen Street and Main Street near the library there shall be no parking from point of sign to corner of Hazen Street (in front of the library).

**US ROUTE 5 SOUTH**

*Area 1.* On both sides beginning 200 feet south of the drive to the Co-op Farmer's Market (MP 0.12+) extending northerly to 200 feet north of the drive to the Co-op Farmer's Market (MP 0.20+) for a total distance of 400+ feet.

**US ROUTE 5 NORTH**

*Area 1.* On the West side at (MP 4.48+) and extending northerly to (MP 4.67+) for a distance of 1000 feet. Location 713 US Route 5 North.

**CARPENTER STREET**

*Area 1.* North and south sides of Carpenter Street: from the intersection of Main Street and Carpenter Street easterly on the north side of Carpenter Street to the easterly boundary of the 1820 House property.

*Area 2.* From the intersection of Main Street and Carpenter Street easterly on the south side of Carpenter Street to the intersection of Carpenter Street and Lary Lane.

**TURNPIKE ROAD**

Both sides of Turnpike Road: from the east edge of the Huntley Meadow land, westerly along both the north and south sides of Turnpike Road to the intersection of Turnpike Road and Moore Lane.

**FIREHOUSE LANE**

Both sides of Firehouse Lane are restricted to parking for fire department use. The area between the East side of the Grange building and the front of the Fire Station is restricted to parking for fire department use and Grange members.

**MARKED TURNAROUND AREAS / OR TURNING CIRCLES:**

- (HAPPY HILL ROAD)
- (BRADLEY HILL ROAD)
- (UPPER LOVELAND ROAD)
- (FOUR WHEEL DRIVE ROAD)

- A. Vehicles shall not park in a turnaround area ,so as to block entrance or egress to trail, obstruct snow removal, prevent free flow of traffic, or prevent vehicles from turning around at these locations.
- B. In addition, winter parking regulations shall apply to all turnaround areas.

**6.2 LOADING ZONES**

The following areas are designated as **LOADING ZONES** for the temporary use of delivery vehicles. All other parking, stopping, or standing is prohibited.

*Area 1.* The south side of Beaver Meadow Road starting at 75 feet from Main Street and continuing for a distance of 25 feet.

*Area 2.* The west side of Main St. in front of the Norwich Inn.

*Area 3.* Any area designated as **PUBLIC TRANSPORTATION ACCESS POINTS**.

*Area 4.* The north side of Elm Street starting 25 feet from Main Street and continuing westerly 50 feet on Elm Street.

**6.3 LIMITED TIME PARKING ZONES**

Between the hours of 7:00 am and 7:00 pm Monday through Friday parking is limited to four hours on the south side of Tracy Hall.

**6.4 DAYLIGHT PARKING AREAS**

Parking is permitted in these areas only during daylight hours. These are defined as one half-hour before sunrise to one half-hour after sunset. Overnight parking is not permitted.

- Area 1.* Huntley Meadow parking recreation area.
- Area 2.* Gile Mountain parking recreation area.
- Area 3.* Swimming pool / recreation parking area

**6.5 WINTER PARKING REGULATIONS**

Parking is prohibited on all roads and streets in the Town of Norwich between 11:00 pm and 8:00am during the period of November 1 to April 30. This prohibition is designed to facilitate snow removal. Violators of this section shall be ticketed and may have their vehicles towed. Vehicle owners shall be responsible for the costs of such towing and vehicle storage.

**6.6 OBSTRUCTING CROSS WALKS**

Parking, stopping or standing is prohibited in the following designated crosswalks:

- Area 1.* Main Street Pedestrian Crossings:  
In front of Tracy Hall  
In front of the Norwich Inn  
Koch Road  
Elm Street  
Church Street at Marion Cross School
- Area 2.* On the east side of Main Street (traveling north) between the junction of Church Street and the pedestrian crossing.
- Area 3.* On the west side of Main Street (traveling south) between the bank driveway and the pedestrian crossing.
- Area 4.* Beaver Meadow Pedestrian Crossing at Main Street.
- Area 5.* Beaver Meadow Pedestrian Crossing at Fairview Cemetery.

**6.7 RESERVED HANDICAPPED PARKING**

Any posted and properly marked handicapped parking space located on a public highway or public parking area which is open to the general flow of vehicular and pedestrian traffic within the Town of Norwich is for use by handicapped persons only. All other parking, standing and stopping are prohibited. The operator /owner of a vehicle using a handicapped parking space must display a valid handicapped registration plate or a valid placard.

**6.8 OBSTRUCTING EMERGENCY SERVICE ACCESS FOR FIRE / POLICE VEHICLES**

Except when necessary to avoid conflict with other traffic, or in compliance with law or the directions of an enforcement officer or official traffic control device, no person may stop, stand or park a vehicle in the following areas:

- Area 1.* In front of a fire hydrant or within six feet on either side of a fire hydrant measured along the curb or street edge from the centerline of the hydrant projected to the curb or street edge.
- Area 2.* Parking within 20 feet of the intersection of Firehouse Lane and Main Street on the east side of Main Street.
- Area 3.* Parking within 75 feet of the fire station driveway on the west side of Main Street except for vehicles that are parked so that all tires are off of the paved portion of the road.

(A fire hydrant is any upright pipe installed for the purpose of obtaining water from a water main, pond, cistern or river and includes what are commonly referred to as wet and dry hydrants.)

**6.9 VEHICLES PARKED FOR SALE**

No person or entity shall park or cause to be placed on any public highway (or on public property in the Town of Norwich) any motorized vehicle, trailer, boat, snowmobile, farm equipment or other property; registered or un-registered, for the purpose of selling said vehicle, trailer, boat, snowmobile, farm equipment or other property. Registered and operating vehicles bearing "For Sale" signs, or the like, that are otherwise properly parked in the Town for a bona-fide non-sale purpose must be moved from any public parking area between the hours of ten PM and eight AM every evening.

**7. ADDITIONAL REGULATION OF PARKING**

The Selectboard may regulate parking in addition to or otherwise as provided in this ordinance, by notice of the designation and description of such parking areas recorded in the office of the Town Clerk and posted in three conspicuous places in the Town of Norwich, together with a publication in the local area paper within (14) fourteen days of the adoption of such changes or additional parking areas and the erection of suitable signs.

**8. PENALTY**

The fine for a first violation of any provision of this Ordinance is \$5.00, and a second or subsequent violation committed within 30 days shall be \$15.00. An exception hereto is number 18 below. A violation of the provision for handicapped parking is penalized under 23 V.S.A. section 304a (e) and shall be \$25.00 for each offense, plus the cost of towing and storage costs.

1. Overtime or overnight prohibited parking
2. Parked facing wrong direction
3. Obstructing a crosswalk
4. Obstructing a sidewalk
5. Parking within a bus stop
6. Obstructing a driveway
7. Parking within 20 feet of intersecting way
8. Double parking
9. Restricted place or prohibited area or prohibited time
10. Parking within 6 feet of hydrant
11. Snow removal (obstructing)
12. Fire lane violation
13. Obstructing travel lane
14. Where signs prohibit
15. Obstructing loading zone
16. Winter parking ban
17. Vehicle parked for sale
18. Handicapped parking violation (including failure to display valid plate or placard)
19. Violation of Town Ordinance

In addition to the fines contained in this ordinance the police may arrange for the vehicle violating this ordinance to be towed away and the operator/owner shall be responsible for any towing and storage charges that may be incurred.

**9. PAYMENT OF FINES, WAIVER FOR NON-CONTESTED VIOLATIONS AND COLLECTION**

All fines must be paid within 20 working days of the issuance of the ticket. If the fine has not been paid within this period, the ticket may be sent to the District Court for collection of the fine. Additional fees may be applied for the collection of all fines. Such fees may include but not limited to administrative processing fee(s) and/or postage (certified mail).

**10. GRIEVANCE PROCEDURE**

If a person believes that s/he has unfairly received a parking violation ticket, s/he may appeal in writing to the Norwich Parking Enforcement Officer, by filling out a grievance form (forms available at the Norwich Police Department). Return form by mailing or in person to the Norwich Police Department, 10 Hazen Drive, Norwich, VT 05055. Requests for appeals must be submitted within three (3) working days of the issue date on the ticket. If the person is not satisfied with the disposition rendered by the Parking Enforcement Officer, s/he may appeal in writing to the Police Chief. The decision of the Police Chief shall be final. A PERSON MUST MAINTAIN POSSESSION OF HIS/HER PARKING TICKET UNTIL NOTIFIED OF ITS DISPOSITION BY THE PARKING ENFORCEMENT OFFICER.

**11. SEVERABILITY.**

Any part or provision of this ordinance shall be considered severable, and the invalidity of any part or section will not be held to invalidate any other part or provision of this ordinance.

**12. CONSOLIDATION AND REPLACEMENT**

This ordinance is a consolidation of previous ordinances and it supercedes all existing parking-related Town ordinances.

**13. EFFECTIVE DATE**

Qualified voters of the Town of Norwich are hereby notified that they have forty-four days from the date of adoption hereof by the Selectboard to petition for a vote on this ordinance at an annual or special meeting as provided in 24 V.S.A. section 1973.

Signed:

*Edwin S. Childs*

Edwin S. Childs, Chair

Date Adopted: 8/22/2007

*John C. Candon*

John C. Candon

*Gerard Chapdelaine*

Gerard Chapdelaine

*Alison M. May*

Alison M. May

*Suzanne Lupien*

Suzanne Lupien

Date Effective: 10/22/2007

**ADOPTION HISTORY:**

1. Agenda item at regular Selectboard meeting held on August 22, 2007.
2. Read and approved at regular Selectboard meeting on August 22, 2007 and entered in the minutes of that meeting which were approved on 9/12/07.
3. Posted in public places on 8/27/07.
4. Notice of adoption published in the Valley News newspaper on 8/29/07 with a notice of the right to petition.
5. Other actions [petitions, etc.]

TOWN OF NORWICH  
AN ORDINANCE TO AMEND THE TOWN OF NORWICH PARKING ORDINANCE TO  
PROHIBIT PARKING ON MAIN STREET IN FRONT OF THE LEDYARD BANK

WHEREAS, The Norwich Selectboard received a petition from many residents of Carpenter Street expressing concern about the safety of entering Main Street from Carpenter Street because of parking in front of the Ledyard Bank; and

WHEREAS, the Norwich Police Department investigated their concerns and concurred that there was a safety hazard; and

WHEREAS; the parking space does not comply with the sight distance recommendations of the American Association of State Highway and Transportation Officials; and

WHEREAS; a meeting was held with concerned residents and businesses in the area who concurred that there was a safety hazard and that the parking space should be removed; and

NOW THEREFORE BE IT ORDAINED by the Norwich Selectboard as follows:

SECTION 1

Section 6.1 of the Town of Norwich Parking Ordinance adopted on August 22, 2007 with the heading of Main Street is hereby amended by adding the following language after Area 4 and renumbering the following paragraphs:

*Area 5* On the east side of Main Street southerly to the driveway on the south side of the Ledyard Bank.

SECTION 2 SEVERABILITY

Any part or provision of this ordinance shall be considered severable, and the invalidity of any part or section will not be held to invalidate any other part or provision of this ordinance.

SECTION 3 EFFECTIVE DATE

This ordinance shall become effective 60 days after its adoption by the Norwich Selectboard. If a petition is filed under 24 V.S.A. § 1973, that statute shall govern the effective date of this ordinance.

Amendment to Parking Ordinance

Page 2 of 2

Signed on this 24<sup>th</sup> day of September, 2008, at Norwich Vermont.

Gerard Chapdelaine

Gerard Chapdelaine, Chair

Edwin S. Childs

Edwin S. Childs

Alison M. May

Alison M. May

Suzanne Lupien

Suzanne Lupien

Sarah H. Nunan

Sarah Nunan

Effective Date: 11/24/08

ADOPTION HISTORY:

1. Agenda item at regular Selectboard meeting held on 9/24/08.
2. Read and approved at regular Selectboard meeting on 9/24/08 and entered in the minutes of that meeting which were approved on 10/17/08.
3. Posted in public places on 9/30/08.
4. Notice of adoption published in the Valley News newspaper on 10/1/08 with a notice of the right to petition.
5. Other actions [petitions, etc.]

TOWN OF NORWICH  
AN ORDINANCE TO AMEND THE TOWN OF NORWICH PARKING ORDINANCE TO  
CHANGE WINTER NO PARKING HOURS

WHEREAS, The Norwich Selectboard received a reasonable request from a resident to change the winter no parking hours from 8:00 am to 7:00 am; and

NOW THEREFORE BE IT ORDAINED by the Norwich Selectboard as follows:

SECTION 6

Section 6.5 of the Town of Norwich Parking Ordinance adopted on August 22, 2007 with the heading of Winter Parking Regulations is hereby amended by changing the language to "Parking is prohibited on all roads and streets in the Town of Norwich between 11:00 pm and 7:00 am" during the period of November 1 to April 30."

SECTION 2 SEVERABILITY

Any part or provision of this ordinance shall be considered severable, and the invalidity of any part or section will not be held to invalidate any other part or provision of this ordinance.

SECTION 3 EFFECTIVE DATE

This ordinance shall become effective 60 days after its adoption by the Norwich Selectboard. If a petition is filed under 24 V.S.A. § 1973, that statute shall govern the effective date of this ordinance.

Signed on this 17 day of December, 2008, at Norwich Vermont.

Gerard Chapdelaine  
Gerard Chapdelaine, Chair

Edwin S. Childs  
Edwin S. Childs

Alison M. May  
Alison M. May

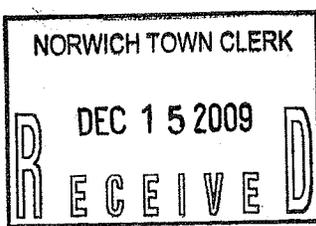
Suzanne Lupien  
Sarah H. Nunan  
Sarah Nunan

Effective Date: 02/09/09

RECEIVED  
December 18 AD. 20 08  
AT 10 O'CLOCK 00 MIN. A M  
AND RECORDED IN Ordinances  
BOOK \_\_\_\_\_ PAGE 42  
ATTEST.  
Bernice J. Munday  
TOWN CLERK, NORWICH, VERMONT

ADOPTION HISTORY:

1. Agenda item at regular Selectboard meeting held on 12/10/08.
2. Read and approved at regular Selectboard meeting on 12/10/08 and entered in the minutes of that meeting which were approved on 1/14/09.
3. Posted in public places on 12/18/08.
4. Notice of adoption published in the Valley News newspaper on 12/20/08 with a notice of the right to petition.
5. Other actions [petitions, etc.]



*TOWN OF NORWICH  
ORDINANCE*

*For Establishment of Historic Preservation Commission*

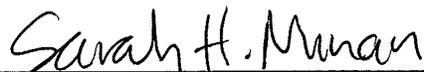
WHEREAS, the Town of Norwich contains historic sites, structures and districts of local, statewide and national significance and the Selectboard has determined that a Historic Preservation Commission would be beneficial to the cultural enrichment and general well-being of the community,

NOW, THEREFORE, pursuant to authority granted them by Title 24, Vermont Statutes Annotated the Selectboard hereby ordains and enacts as follows:

1. The Town of Norwich has agreed to enforce, within its jurisdiction, the provisions of the Vermont Municipal and Regional Planning and Development Act (24 V.S.A. Chapter 117), the Vermont Historic Preservation Act (22 V.S.A. Chapter 14), and any other State or local legislation which may be enacted for the designation and protection of historic properties.
2. The Town of Norwich hereby establishes a Historic Preservation Commission of not less than three nor more than seven members appointed by the Selectboard. The structure and responsibilities of the Commission shall be as follows:
  - A. The Commission shall be composed of professional and lay members, a majority of whom reside within the jurisdiction of the Town of Norwich.
  - B. All members of the Commission shall have a demonstrated interest, competence or knowledge in historic preservation.
  - C. To the extent available within the jurisdiction of the Town of Norwich, at least a majority of the members shall be professionals from the disciplines of history, archaeology, architectural history, architecture and historical architecture who meet the requirements outlined in Appendix A of the Regulations for the Vermont Certified Local Government Program. Members representing other historic preservation related disciplines, such as urban planning, American studies, American civilization, cultural geography, or cultural anthropology, and lay members are encouraged. When a discipline is not represented on the Commission, the Commission shall seek the assistance of the Vermont Division for Historic Preservation (Division) in obtaining the necessary expertise when considering National Register nominations and other actions that will impact properties which are normally evaluated by a professional in such discipline.
  - D. All activities of the Commission shall be in accord with the terms of the Vermont Open Meeting Law (1 V.S.A. Chapter 5, Subchapter 3), and the Commission shall take additional steps as it deems appropriate to stimulate public participation in Commission activities, such as, publishing its minutes, publishing the procedures by which assessments of potential National Register nominations will be carried out or using public service announcements to publicize Commission activities.

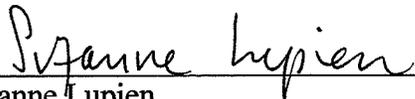
- E. The Commission shall meet no less than four times each year, and maintain an attendance rule for Commission members.
- F. The Commission shall have written rules of procedure, including conflict of interest provisions in compliance with the Historic Preservation Fund Grants Manual.
- G. The Commission shall have the following responsibilities, to be carried out in coordination with and in accord with format and standards established by the Division:
  - 1) Creation and maintenance of a system for the survey and inventory of historic properties within its jurisdiction that is coordinated with the *Vermont Historic Sites and Structures Survey* and the *Vermont Archaeological Inventory*.
  - 2) Preparation, for submission to the Division by the Selectboard, of a report concerning properties within its jurisdiction that are under consideration for nomination to the National Register of Historic Places. The report shall be prepared in cooperation with the Division and shall be prepared in a manner consistent with the requirements of the National Historic Preservation Act as described in the *Regulations for the Vermont Certified Local Government Program*.
  - 3) When determined to be appropriate in the discretion of the Commission, preparation and submission for approval by the Selectboard of grant applications to the Division for funds from the CLG share of the State's annual Historic Preservation Fund (HPF) grant award.
  - 4) Advising and assisting the Selectboard, Planning Commission, and other appropriate persons on matters related to historic preservation, but not to participate in the review by the Development Review Board of specific proposed development.
  - 5) Performance of additional responsibilities in accordance with a mutual written agreement between the Division and the Selectboard.

Signed:



Sarah Nunan, Chair

Date Adopted: 10/14/09



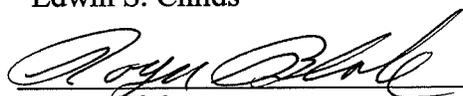
Suzanne Lupien



Sharon Racusin



Edwin S. Childs



Roger Blake

Date Effective: 12/14/09

ADOPTION HISTORY:

1. Agenda item at regular Selectboard meeting held on October 14, 2009.
2. Read and approved at regular Selectboard meeting on October 14, 2009 and entered in the minutes of that meeting which were approved on 10/28/09.
3. Posted in public places on 10/20/09.
4. Notice of adoption published in the Valley News newspaper on 10/22/09 with a notice of the right to petition.
5. Other actions [petitions, etc.]

**AN ORDINANCE TO  
REGULATE THE POSSESSION AND CONSUMPTION  
OF ALCOHOL ON TOWN OF NORWICH PROPERTY**

**1. AUTHORITY**

This ordinance is adopted pursuant to authority granted in 24 V.S.A. §2291 to the Selectboard of the Town of Norwich.

**2. CIVIL ORDINANCE**

Any infraction of this ordinance will be considered a civil matter.

**3. PURPOSE**

The purpose of this ordinance is to regulate the possession and consumption of alcohol in or on Town owned buildings and properties.

**4. DEFINITIONS**

4.1 "Alcohol": the product of distillation of spirits or any fermented malt or vinous beverage, including ethyl alcohol and non-potable alcohol.

4.2 "Caterer's permit": a permit issued by the Vermont Liquor Control Board authorizing the holder of first and third class licenses for a cabaret, restaurant or hotel premises to serve malt or vinous beverages or spirituous liquors at a function located on premises other than those occupied by a first, first and third, or second class licensee to sell alcoholic beverages.

4.3 "Malt beverages": all fermented beverages of any name or description manufactured for sale from malt, wholly or in part, or from any substitute therefor, known as beer, porter, ale, and stout, containing not less than one percent nor more than 16 percent of alcohol by volume at 60 degrees Fahrenheit. However, if such a beverage has an alcohol content of more than six percent and has a terminal specific gravity of less than 1.009, it shall be deemed to be a spirit and not a malt beverage.

4.4 "Vinous beverages": all fermented beverages of any name or description manufactured or obtained for sale from the natural sugar content of fruits, or other agricultural product, containing sugar, the alcoholic content of which is not less than one percent nor more than 16 percent by volume at 60 degrees Fahrenheit.

**5. PROHIBITION**

5.1 It shall be unlawful for any person to have possession of any alcoholic beverage on, under or above any land, premise or building owned or leased by the Town of Norwich.

5.1.1 This includes the portion of the Town Green owned by the Town of Norwich adjacent to the Marion Cross School property.

5.2 It shall be unlawful for any person to consume any quantity of an alcoholic beverage on, under or above any land, premise or building owned or leased by the Town of Norwich including in a motor vehicle.

## 6. WAIVER

6.1 The Selectboard may grant a written waiver of the provisions of this ordinance for the possession and consumption of “malt beverages” and “vinous beverages” in Tracy Hall subject to the following conditions:

6.1.1 That the request for the waiver be submitted to the Town Manager’s office not less than 45 days before the planned event and include the “Request to Cater Malt and Vinous Beverages & Spirituous Liquors” that will be submitted to the Vermont Liquor Control Board.

6.1.2 That the sponsoring organization requesting the waiver is a nonprofit Norwich organization that provides a direct and measurable benefit to Norwich.

6.1.3 That the caterer has a caterer’s permit from the Vermont Liquor Control Board.

6.1.4 That the caterer has a current insurance policy covering catered events at which alcohol is served and that the Town of Norwich is named as an additional insured.

6.1.5 That the caterer uses trained servers.

6.1.6 That the waiver be for not more than 12 hours in a two day period.

6.1.7 That a maximum of two waivers be granted in any 12 month period to the same sponsoring organization.

## 7. PENALTY

Any person who violates any provision of this ordinance shall be subject to the following fines and waiver penalties:

	<u>Fine</u>	<u>Waiver Penalty</u>
1 <sup>st</sup> offense	\$25.00	\$15.00
2 <sup>nd</sup> offense	\$50.00	\$35.00
3 <sup>rd</sup> & subsequent offenses	\$100.00	\$70.00

## 8. ENFORCEMENT

The Norwich Police Department shall be the designated enforcement officers. They shall issue complaints and may be the appearing officer at any hearing held pursuant to a complaint.

## 9. SEVERABILITY

Any part or provision of this ordinance shall be considered severable, and the invalidity of any part or section will not be held to invalidate any other part or provision of this ordinance.

**10. EFFECTIVE DATE**

This ordinance shall become effective 60 days after its adoption by the Selectboard. If a petition is filed under 24 V.S.A. §1973, that statute shall govern the effective date of this ordinance.

ADOPTED by the Norwich Selectboard on October 26, 2011.



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Edwin Childs, Chair

Effective Date: 12/25/2011

**AN ORDINANCE TO  
REGULATE STREET VENDORS AND  
DOOR-TO-DOOR SOLICITORS  
IN THE TOWN OF NORWICH**

**1. AUTHORITY**

1.1 This ordinance is adopted under the provisions of Vermont Statutes Annotated 24 V.S.A. §1971 and §2291(9).

**2. CIVIL ORDINANCE**

2.1 Any infraction of this ordinance will be considered a civil violation.

**3. GENERAL PROVISIONS**

3.1 No person shall, in person or by his/her employees or agents, sell, peddle, or solicit orders for any goods, wares, merchandise or services within the sidewalks or public streets of the Town of Norwich (Town), or by traveling from door-to-door within the Town without first securing a permit from the Chief of Police or his/her designee.

3.2 No person shall, in person or by his/her employees or agents, sell, peddle, or solicit orders for any goods, wares, merchandise or services within the sidewalks or public streets of the Town, or by traveling from door-to-door within the Town between the hours of 7:00 pm on one day and 9:00 am the next day.

3.3 A permit shall be obtained seven (7) days in advance of the start date of solicitation.

3.4 The permit fee(s) shall be set by the Selectboard.

3.5 The permit shall be valid for up to seven (7) days. The permit may be extended for additional seven (7) day periods by requesting such extensions from the Chief of Police or his/her designee.

3.6 Authorized representatives of religious, charitable, educational, or service organizations desiring to solicit or raise money through the sale of goods or through the sponsoring of an activity in a public place, municipal property, buildings, sidewalks or rights of way shall be exempt from paying any fees required by any section of this ordinance. All such organizations shall be required to submit in writing to the Chief of Police the name and purpose of the cause for which such sale of goods or activity is being conducted, the name and address of the immediate director of such activity, and the period during which such activity is to be carried out in the Town of Norwich and the time, place and location of such activity. If the Chief of Police investigation, shall find that the organization is a bona-fide charitable, religious, educational or service organization, and that the activity will not jeopardize public health, safety and welfare, he shall issue, free of charge, a permit to carry on such sale of goods or activity at a specified time and place and upon such other conditions as the Town Manager shall require. Such permit shall cover all persons engaged in the activity for which the permit was issued.

3.7 Minors, independent of an organization, may have a lemonade stand or similar stand and not trigger this ordinance.

#### **4. DENIAL OF PERMIT**

4.1 The Police Chief shall deny a permit if:

4.1.1 The applicant for a permit has been convicted within the last five (5) years of any felony or misdemeanor for violating any state or federal statute or any local ordinance, other than minor traffic offenses.

4.1.2 A permit previously issued to the applicant has been revoked.

4.1.3 The applicant has made any material misrepresentation in the application for a permit.

#### **5. APPLICATION INFORMATION**

5.1 The applicant's full legal name.

5.2 A copy of a picture ID.

5.3 Any and all other names under which the applicant has or does conduct business, or to which the applicant will officially answer to.

5.4 A physical description of the applicant (hair color, eye color, height, weight, any distinguishing marks or features, and the like).

5.5 Full address of applicant's permanent residence.

5.6 Telephone number of applicant's permanent residence.

5.7 Full legal name of any and all business operations owned, managed, or operated by applicant, or for which the applicant is an employee or an agent.

5.8 Full address of applicant's regular place of business, if any exists.

5.9 Any and all business-related telephone numbers of the applicant, including cellular phones and facsimile (fax) machines.

5.10 The type of business for which the applicant is applying for a license.

5.11 The dates during which the applicant intends to conduct business.

5.12 Any and all addresses and telephone numbers where the applicant can be reached while conducting business within the Town, including the location where a transient merchant intends to set up his or her business.

5.13 A statement as to whether or not the applicant has been convicted within the last five (5) years of any felony or misdemeanor for violating any state or federal statute or any local ordinance, other than minor traffic offenses.

5.14 A list of the three (3) most recent locations where the applicant has conducted business as a peddler or transient merchant.

5.15 Written permission of the property owner or the property owner's agent for any location to be used by a transient merchant.

5.16 A general description of the items to be sold or services to be provided.

5.17 Any and all additional information as may be deemed necessary by the Police Chief.

5.18 The applicant's driver's license number or other acceptable form of identification.

5.19 The license plate number, registration information, vehicle identification number (VIN) and physical description for any vehicle to be used in conjunction with the licensed business operation.

## **6. PROHIBITED ACTIVITIES.**

6.1 No peddler, solicitor, transient merchant, noncommercial door-to-door advocate, or other person engaged in other similar activities shall conduct business in any of the following manner:

6.1.1 Calling attention to his or her business or the items to be sold by means of blowing any horn or whistle, ringing any bell, crying out, or by any other noise, so as to be unreasonably audible within an enclosed structure.

6.1.2 Obstructing the free flow of traffic, either vehicular or pedestrian, on any street, sidewalk, alleyway, or other public right-of-way.

6.1.3 Conducting business in a way as to create a threat to the health, safety, and welfare of any specific individual or the general public.

6.1.4 Conducting business before 9 am or after 7 pm.

6.1.5 Failing to provide proof of license, or registration, and identification when requested.

6.1.6 Using the license or registration of another person.

6.1.7 Alleging false or misleading statements about the products or services being sold, including untrue statements of endorsement. No peddler, solicitor, or transient merchant shall claim to have the endorsement of the Town solely based on the Town having issued a license or certificate of registration to that person.

6.1.8 Remaining on the property of another when requested to leave.

6.1.9 Otherwise operating their business in any manner that a reasonable person would find obscene, threatening, intimidating or abusive.

## **7. EXCLUSION BY PLACARD.**

7.1 Unless specifically invited by the property owner or tenant, no peddler, solicitor, transient merchant, noncommercial door-to-door advocate, or other person engaged in other similar activities shall enter onto the property of another for the purpose of conducting business as a

3.7 Minors, independent of an organization, may have a lemonade stand or similar stand and not trigger this ordinance.

#### **4. DENIAL OF PERMIT**

4.1 The Police Chief shall deny a permit if:

4.1.1 The applicant for a permit has been convicted within the last five (5) years of any felony or misdemeanor for violating any state or federal statute or any local ordinance, other than minor traffic offenses.

4.1.2 A permit previously issued to the applicant has been revoked.

4.1.3 The applicant has made any material misrepresentation in the application for a permit.

#### **5. APPLICATION INFORMATION**

5.1 The applicant's full legal name.

5.2 A copy of a picture ID.

5.3 Any and all other names under which the applicant has or does conduct business, or to which the applicant will officially answer to.

5.4 A physical description of the applicant (hair color, eye color, height, weight, any distinguishing marks or features, and the like).

5.5 Full address of applicant's permanent residence.

5.6 Telephone number of applicant's permanent residence.

5.7 Full legal name of any and all business operations owned, managed, or operated by applicant, or for which the applicant is an employee or an agent.

5.8 Full address of applicant's regular place of business, if any exists.

5.9 Any and all business-related telephone numbers of the applicant, including cellular phones and facsimile (fax) machines.

5.10 The type of business for which the applicant is applying for a license.

5.11 The dates during which the applicant intends to conduct business.

5.12 Any and all addresses and telephone numbers where the applicant can be reached while conducting business within the Town, including the location where a transient merchant intends to set up his or her business.

5.13 A statement as to whether or not the applicant has been convicted within the last five (5) years of any felony or misdemeanor for violating any state or federal statute or any local ordinance, other than minor traffic offenses.

peddler, solicitor, transient merchant, noncommercial door-to-door advocate, or similar activity when the property is marked with a sign or placard mounted on a post at the entrance to the driveway or at the main entrance to the building:

7.1.1 At least fourteen inches long.

7.1.2 At least four inches high.

7.1.3 With text of a contrasting color at least 1½" high.

7.1.4 Stating "No Solicitation".

7.2 No person other than the property owner or tenant shall remove, deface, or otherwise tamper with any sign or placard under this section.

## **8. NO SOLICITORS LIST**

8.1 The "Do Not Solicit" list shall be maintained by the Police Department.

8.1.1 An owner or lawful occupant of any residence within the Town who wishes to prohibit solicitation at his or her residence may register the address of the residence with the Police Department by completing a form prepared by the Police Chief. The registration shall take effect seven (7) days after the form is submitted to the Police Department and be valid for two years.

8.1.2 The "Do Not Solicit" list shall consist solely of property addresses, and shall include no further identifying information concerning the ownership of each property.

8.1.3 The Police Department shall remove from the "Do Not Solicit" list any property which has changed ownership.

8.2 The Chief of Police or, in his absence, the officer in charge of the Police Department, shall provide a copy of the "Do Not Solicit" list to each and every applicant to whom a permit is issued pursuant to this ordinance. Upon request, the Chief of Police or his/her designee shall provide a copy of the "Do Not Solicit" list to any individual or entity otherwise exempt from the provisions of this ordinance which intends to engage in door-to-door canvassing, solicitation, campaigning, advocacy, education, proselytizing, or handbill distribution.

8.3 Solicitation at any address identified on the "Do Not Solicit" list shall constitute a violation of this ordinance. Each and every solicitation at an address identified on the "Do Not Solicit" list shall constitute a separate violation of the ordinance.

## **9. REPLACEMENT**

9.1 This ordinance supersedes all existing ordinances to regulate street vendors and door-to-door solicitors.

## **10. ENFORCEMENT**

10.1 This is a civil ordinance and shall be enforced by Police Department in the Vermont Judicial Bureau in accordance with 24 V.S.A. §§1974a et seq.

**11. PENALTIES AND COSTS**

11.1 First offense \$100.00 full penalty \$50.00 waiver penalty

11.2 Second offense \$200.00 full penalty \$100.00 waiver penalty and revocation of permit

**12. OTHER LAWS.**

12.1 This ordinance is in addition to all other ordinances of the Town and all applicable laws of the State of Vermont.

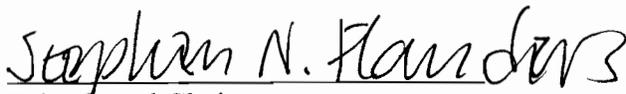
**13. SEVERABILITY**

13.1 If any section of this ordinance is held by a court of competent jurisdiction to be invalid, such finding shall not invalidate any other part of this ordinance.

**14. EFFECTIVE DATE.**

14.1 This ordinance shall become effective 60 days after its adoption by the Town of Norwich Selectboard. If a petition is filed under 24 V.S.A. § 1973, that statute shall govern the taking effect of this ordinance.

ADOPTED by the Norwich Selectboard on June 12, 2013.

  
Selectboard Chair

Effective Date: August 12, 2013