

**NORWICH DEVELOPMENT REVIEW BOARD
MINUTES**

October 19, 2017
Tracy Hall Meeting Room

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

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

Alternates not present: **Clerk:** Phil Dechert

Others: Skip Nalette, Stephen Pidgeon, Lee and Jan Winslow, Jeffrey and Nicole Chu

1. The meeting was called to order by Lawe, at 7:20 PM
2. **Agenda** – Approved
3. **Public Comments & Announcements** – None
4. **Minutes** – The 5-18-17 minutes were approved without changes
5. **Administrative Issues**
 - a. Future Schedule & Agendas:
 - i. November 2, 2017 – No Hearing Scheduled
 - ii. November 16, 2017 – No Hearing Scheduled
 - b. Other Administrative Issues
 - i. Dechert gave an update on the Town Plan
 - c. Future Meeting Potential Agenda Items:
 - i. Discussion of Update on Rules of Procedure, and
 - ii. PC Update on Draft Zoning Regulation
6. **Public Hearing: 7:30 PM**

#35BSUB17: Preliminary Plan Review of a Subdivision Application by Stephen J. Pidgeon and Danielle R. Cohen, Applicants and Landowners, to divide Lot 16-003.000 into 2 lots of approximately 3.8 acres and 8.4 acres at 66 Willey Hill Road. Application reviewed under the Norwich Subdivision Regulations.

The record in this case includes the following documents:

Submitted by Applicant

- A-1 Application #35BSUB17, dated 10-2-17
A-2 Subdivision Site Plan, by Pathways Consulting, LLC, dated 9-19-17

Submitted by Zoning Administrator

- ZA-1 Documents and Interested Parties list, dated 10-11-17
ZA-2 DE Review Table, dated 10-2-17
ZA-3 Ortho Base (2016) Photo of Site Plan, dated 10-11-17
ZA-4 Density Calculation Sheet, dated 10-11-17

The Chair opened the Public Hearing at 7:30 PM.

Present: Members: Lawe, Stucker, Dean, Teeter, Carroll, Rotman & Ciccotelli

Alternates present but not participating: Pitiger and McCabe

Clerk: Dechert

Applicants: Stephen Pidgeon and Skip Nalette, Pathways Consultants

Interested Parties: Lee and Jan Winslow, abutters at 80 Willey Hill RD and Jeffrey and Nicole Chu, abutters at 96 Willey Hill RD

Site Visit Report: Dechert reported - 4:00 PM at 66 Willey Hill Road – Present: Members: Lawe, Dean, Teeter, Carroll, Rotman and Pitiger - Clerk: Dechert – Applicants: Stephen Pidgeon and Skip Nalette, Pathways Consultants
Members looked at the proposed new lot, walked up proposed new driveway route and looked at potential building sites within the Development Envelopment.

Rotman moved to accept all of the Exhibits listed in Exhibit ZA-1 for the record. Carroll seconded the motion. The motion passed 7-0.

Skip Nalette of Pathways Consultants, as representative for the Applicants, presented the proposed Subdivision plan.

A State wastewater permit has been issued for the new lot. Nalette explained the proposed septic field area under the power line has been approved by Green Mountain Power. For the Final Hearing a driveway plan with centerline grades will be required. The plan may include alternative routes.

Development Envelope Review sheet (ZA-2) and the Density Calculation Table showing a total of 5 lots allowed based on formula (ZA-4) was discussed.

Final Plan Review will include:

1. Driveway Grades
 - a. The shared portion of the access road shall comply with the private highway specifications.
 - b. The new driveway to Lot A shall comply with the driveway specifications.
2. A driveway plan for Lot A with centerline grades. Alternative routes may be included
3. Utilities should be underground from closest pole unless not feasible due to ledge.
4. Allocation of 3 additional future lots to Lot B (**possible change to: “either Lot A or B”**) shall be noted on the Final Plan.

Rotman moved to close the hearing. The motion was seconded by Pitiger and passed 7-0. The hearing was closed at 8:39 PM.

The meeting adjourned at 8:45 PM

Phil Dechert, Clerk

APPROVED 12/7/17

Development Review Board Agendas & Minutes are available at:

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