

**NORWICH DEVELOPMENT REVIEW BOARD
MINUTES**

April 19, 2018
Tracy Hall Meeting Room

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

Members not present: Ciccotelli, Teeter **Alternates present:**

Alternates not present: Pitiger, McCabe **Clerk:** Phil Dechert

Others: Chris Holzwarth, Peter, April and Dashiell Andrews, Adam Madonia, Christine Richards, John Hanchett, Suzanne and Graham Wallis, John and Jean Lawe, Carla and John Vincent

The meeting was called to order by Chair Lawe at 7:08 PM

1. **Agenda** – Approved – Changed #5 order Draft DRB Rules of Procedure before 5a
2. **Public Comments & Announcements** – None
3. **Minutes:** 4-5-18 Minutes were approved without changes
4. **Administrative Issues**
 - a. Director of Planning and Zoning Status: New Planning Director Applications are being received by the Town Manager until 4:30 PM, April 23rd. Later applications may be considered.
 - b. Draft DRB Rules of Procedure – Newest draft was distributed at the meeting and will also be emailed to members for discussion at the next meeting.
 - c. Future Schedule & Agendas
 - i. May 3, 2018 – Hearing re-scheduled – Eller Appeal
 - ii. Draft DRB Rules of Procedure
5. **Public Hearing: 7:30 PM**
 - a. **#8BSUB18:** Preliminary Plan Review of a Subdivision Application by John H. Turco and Mary G. Turco, Applicants and Landowners, to divide Lot 20-237.000 into 2 lots of approximately .93 acres and .84 acres at 38 Church Street. Application to be reviewed under the Norwich Subdivision Regulations.

The record in this case includes the following documents:

Submitted by Applicant

- A-1 Application #8BSUB18, dated 3-7-18
- A-2 Narrative, by Millbrook Design, LLC, dated 3-6-18
- A-3 Subdivision Site Plan, by Millbrook Design, LLC
 - a. C1 - Site Development Plan, dated 11-27-17; and
 - b. C2 - Site Plan, dated 1-4-18
- A-4 DE Review Table, by Millbrook Design, LLC, dated 2-14-18

Submitted by Zoning Administrator

- ZA-1 Documents and Interested Parties list, dated 4-4-18
- ZA-2 Ortho Base (2016) Photo of Overall Site Plan, dated 4-18

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

Present: Members: Lawe, Stucker, Dean, Carroll, and Rotman

Clerk: Dechert

Applicants: Chris Holzworth, Millbrook Design

Interested Parties: Peter, April and Dashiell Andrews (47 Church ST), Adam Madonia (50 Church ST), and Christine Richards (Contract to purchase 38 Church ST)

Site Visit Report: Dechert reported - 7:00 PM at 38 Church Street – Present: Members: Lawe, Dean, Stucker, Carroll, and Rotman - Clerk: Dechert – Applicants: Chris Holzwarth, Interested Parties: Peter, April and Dashiell Andrews, Christine Richards, Adam Madonia
Members visited the site and looked at existing house and driveway, new house site, location of proposed new driveway and septic system, and the existing drainage swale protected by easement.

Chris Holzwarth of Millbrook Design, presented the Subdivision Plan. The approximate location of the proposed new house is shown in the southeast corner of the lot with a concept sketch. The history and current status of the “Carpenter Street drainage swale” was discussed. The swale starts above Carpenter Street, continues under Church Street, crosses the Turco lot east of the existing house and continues underground on school property. There is a deeded easement for the Carpenter Street Swale.

The Development Envelopment Checklist was reviewed.

April Andrews expressed concern with light pollution if trees are removed.

Clerk to review with fire chief on specifications for new bridge for the driveway to new lot. Shared driveway easement will be a condition for Final Notice of Decision.

Carroll moved to accept all of the Exhibits listed in Exhibit ZA-1 for the record. Rotman seconded the motion. The motion passed 5-0.

Carroll moved to close the hearing. The motion was seconded by Rotman and passed 5-0. The hearing was closed at 8:08 PM.

- b. #47BSUB17:** Preliminary Plan Review of a Subdivision Application by Glyn Jones Elwyn, Applicant and Landowner, to divide Lot 11-126.000 into 4 lots of approximately 3.9 acres, 2.2 acres, 2 acres and 98.2 acres at 720 Union Village Road. Application to be reviewed under the Norwich Subdivision Regulations.

John Lawe, an abutter to the subject property, recused from the hearing. Nancy Dean, the vice-chair, presided and opened the hearing at 8:19 PM.

A motion made by Stucker, seconded by Carroll, to accept the list of Interested Parties passed 4-0.

Another motion made by Carroll, seconded by Stucker, to accept the documents and exhibits listed on ZA-1 was passed 4-0.

Later in the hearing a new Interested Party Exhibit, Exhibit #IP-5, a document relating to wildlife in the stream and pond submitted by Suzanne Wallis on behalf of Susan Jennings, was entered as an exhibit on a motion by Rotman, second by Carroll, was passed 4-0.

The Project Manager, Chris Holzwarth, LD, from Millbrook Design, LLC, presented the proposed subdivision of an approximately 108 acre parcel into 3 new clustered lots

off of Union Village Road served by a private access road and individual short driveways with grades not to exceed 12%. Each lot will be served by private potable wells and wastewater disposal systems. The remaining 100 +/- acres has an existing house with a separate driveway.

The general area of the new development includes a stream, pond, and wetlands. The wetlands have been delineated by a wetlands specialist. The development envelopes designated on the new lots are outside of any designated wetlands or wetlands buffer area. The existing culverts where the access road will cross the stream are inadequate for a permanent residential development and will be replaced with a bridge as shown on Exhibit A-3e, Drawing C4.

The allowed maximum density for the entire lot based on Tables 3.1 and 3.2 in the Subdivision Regulations is 25 lots. (Exhibit ZA-2).

Stormwater and erosion control design will be based on Applicable state standards based on actual areas disturbed. Most areas will be "low risk". Some may be "medium risk". This will be determined based on the final site plan and the impacts on sensitive areas. Other state regulations address wetlands and the stream corridor. The details of site design addressing water issues will be finalized after a site visit, comments from IP's, and a final design.

Holzwarth indicated that if only one house was planned it would be on the east lot so the road being built for it would be the same as being built for the proposed three houses.

Graham Wallis questioned slope information in the calculation of max density for the entire 109 acres and the slopes in the area to be developed.

The DRB members would like list of all the State and town regulations that apply.

John Hanchett, a neighbor who has worked on the property, explained that the culverts under the existing access road had replaced a broken bridge on the road used for logging access. Hay bales had been placed to control erosion when the culvert work was done. Some sedimentation in stream is from a very active muskrat community. He commented that many of the existing trees were mature and should probably be cleared.

At 9:35 PM a motion was made and seconded to continue the hearing to May 17th at 7:30 PM. A Site Visit is scheduled for 4 PM on May 17th. The motion passed 4-0.

6. Adjournment

The meeting adjourned at 9:41 PM

Phil Dechert, Clerk

APPROVED 5-3-18

Future DRB Meetings:

May 3, 2018 – Hearing re-scheduled – Eller Appeal

May 17, 2018 – Hearing Continuation for Elwyn

Development Review Board Agendas & Minutes are available at:

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