

**NORWICH DEVELOPMENT REVIEW BOARD
MINUTES**

December 5, 2013

Tracy Hall Meeting Room

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

Members not present: Tuggle

Alternates present McCabe **Alternates not present:**

Clerk: Phil Dechert **Others:** Jeannie Kornfeld

1. The meeting was called to order by the Chair, John Lawe, at 7:00 PM

2. **Minutes** – November 7, 2013 Minutes were approved without changes.

3. Administrative Issues:

- **Future Schedule & Agendas**
 - December 17, 2013 – No Hearings Scheduled
- **Policy for DRB technical review** of applications by an independent consultant with costs to be paid by applicant was discussed. The following should be in the policy:
 - Selection of consultant –
 - By DRB with recommendations from ZA, Applicant can reject with cause
 - Include a Scope of Service
 - Consultant should appear at hearing if requested by DRB

Clerk will draft a policy for review at future meeting.

- **DRB: Hearings and Appeals Memo** for Interested Persons explaining process and “on the record” appeals
 - Draft (12-5-13) was revised and a new draft will be ready for next meeting.Discussion of the above items was suspended for the hearing and continued at the end of the meeting.

5. Public Hearing:

#49BSUB13 – Final Plan Review of a Minor Subdivision Application by Jeannie and Amos Kornfeld, Applicants and Daniel Crowe, Trustee and Gloria Crowe, Trustee, Landowners to divide Lot 10-134.000 into 2 lots of 6.0 acres and 8.0 acres at 96 Upper Turnpike Road.

Members Participating: Lawe, Teeter, Ciccotelli, Rotman, Dean, Carroll, McCabe

Applicant/Landowner: Jeannie Kornfeld,

Interested Persons: None

The Chair opened the hearing at 7:30 PM.

The record in this case includes the following documents:

Submitted by Applicants

A-1 Application #49BSUB13, submitted by Applicants, dated 10/15/13.

A-2 Driveway Access Permit #7ACC13, pre-approved by Director of Public Works, dated 11/23/13.

A-3 Final Site Plan, by Rockwood Land Services, LLC, dated 11/26/13.

Submitted by Zoning Administrator

- ZA-1 Documents and Interested Parties list, dated 11/27/13.
- ZA-2 Ortho Base (2011) Photo of Site Plan, dated 10/13.
 - a. Site Plan showing both Lots A and B
 - b. Site Plan showing new undeveloped Lot B with development envelope
 - c. Site Plan showing Agricultural Soils
- ZA-3 Checklist for Development Envelopes, submitted 10/29/13.
- ZA-4 Zoning Administrator Report, submitted 10/29/13.
- ZA-5 Density Calculation Sheet, revised 11/29/12, submitted 10/29/13.
- ZA-6 Development Review Board Preliminary Plan Review Decision, dated 11/14/13.

The Board reviewed the Final Plan (A-3) and the Driveway Access Permit (A-2).

The lots referred to as "Lots A and B" on earlier plans and sketches have been labelled Lots 1 and 2 on the Final Plan.

Carroll moved to close the final hearing and Rotman seconded the motion and the motion passed 7-0. The final hearing was closed at 7:52 PM.

The Board will deliberate and issue a final decision within 45 days.

Discussion continued on item #3 above, Administrative Issues.

The meeting was adjourned at 8:55 PM.

Phil Dechert, Clerk

APPROVED 4/3/14