

**NORWICH DEVELOPMENT REVIEW BOARD
MINUTES**

December 7, 2017
Tracy Hall Meeting Room

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

Members not present: Carroll, Ciccotelli **Alternates present:** McCabe

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

Others: Skip Nalette, Stephen Pidgeon

1. The meeting was called to order by Lawe, at 7:19 PM
2. **Agenda** – Approved
3. **Public Comments & Announcements** – None
4. **Minutes** – The 10-19-17 minutes were approved without changes.
5. **Administrative Issues**
 - a. Future Schedule & Agendas:
 - i. Dec. 21, 2017 & Jan 5, 2018 – No Hearings Scheduled
 - ii. January 18, 2018 – Hearing (not confirmed)
 - b. **Town Plan:** Dechert reported the Draft Town Plan approved by the Planning Commission has been “received” by the Selectboard. The Selectboard will schedule a hearing for after January 6th. A copy of the Draft Town Plan is on the Planning Commission web page at:
<http://norwich.vt.us/2017-town-plan-documents-Selectboard-Draft/>
 - c. **VLCT Opinion:** John Lawe reported that, based on his conversation with an attorney at VLCT, when hearing an application the Board is limited to the application’s conformance with the town land use regulations and should not rule based on private easements or other issues not related to the town land use regulations.
 - d. **Rules of Procedure:** The Clerk distributed draft revisions to the DRB Rules of Procedure to be reviewed at a future meeting.
 - e. **Draft Minutes Distribution:** The Board requested that a copy of draft minutes be sent to them at the same time they are posted.
6. **Public Hearing:**

#35BSUB17: Final 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 was 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
- A-3 Driveway Plan Alternate 2 for Lot A, by Pathways Consulting, LLC
 - a. Driveway Plan, dated 11-16-17
 - b. Driveway Profile, dated 11-16-17

Submitted by Zoning Administrator

- ZA-1 Documents and Interested Parties list, dated 11-20-17
- 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
- ZA-5 DRB Preliminary Plan Review, dated 10-30-17

The Chair opened the Public Hearing at 7:40 PM.

Present: Members: Lawe, Stucker, Dean, Teeter, Rotman & McCabe

Clerk: Dechert

Applicants: Stephen Pidgeon and Skip Nalette - Pathways Consulting

Interested Parties: None

Dean moved to accept all of the Exhibits listed in Exhibit ZA-1 for the record. Rotman seconded the motion. The motion passed 6-0.

Skip Nalette presented the proposed driveway plan for Lot A with centerline grades and slopes. (Exhibits A-3 a & b) Grades do not exceed 12%. The shared portion of the existing access road from Willey Hill Road to the new driveway to Lot A will need to be at least 14 feet wide. The Clerk reported that the Fire Chief visited the site and reviewed the plans. His only comment was to recommend a residential sprinkler system for the new house.

The applicant requested to not be required to put utility lines underground due to the extra cost especially if ledge needs to be removed. The existing utility pole is approximately 500' from the proposed house site. Nalette estimating the cost of digging a trench could be as high as \$20K. Board members suggested that without specific evidence they were not authorized to waive the requirement to bury the lines. The applicant can apply for an amendment to the permit later if a waiver is needed.

The maximum allowed density for the original lot is five lots (Exhibit ZA-4). Lots A and B account for two of those lots. The remaining three lots could be used for future subdivisions. The applicant has requested that these three lots be assigned to Lot B for potential future subdivision applications. [See NSR §3.2(B)(5)]. This assignment will be noted in the decision and on the recorded Final Plan (Mylar).

Rotman moved to close the hearing. The motion was seconded by Dean and passed 6-0. The hearing was closed at 8:35 PM.

The meeting adjourned at 8:37 PM

Phil Dechert, Clerk

APPROVED 2-1-18

Development Review Board Agendas & Minutes are available at:

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