

TOWN OF NORWICH  
DEVELOPMENT REVIEW BOARD  
DRAFT MINUTES  
Thursday, August 20, 2020

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Act 92 OML compliant meeting conducted via Town of Norwich Zoom account. These proceedings were recorded.

**Members Present:** Rotman (Chair), Lawe, Stucker, Carroll, Teeter, Pitiger

**Alternates Present:**

**Staff:** Francis (Clerk)

**Public:** Helen Ainsworth, Michael Costas, Linda Cook

- 1) **Call to Order**, Roll Call: 7:10pm
- 2) **Agenda:**  
Pitiger moved and Carroll seconded a motion to approve the agenda. Motion carried 5 – 0.
- 3) **Minutes:**  
Pitiger moved and Stucker seconded a motion to approve the minutes of June 18, 2020. Motion carried 4 – 0 – 1.
- 4) **Comments from Public:** None
- 5) **Administrative Issues and Updates**
- 6) **Boundary Line of Adjustments**

- a) **#26BLA20:** Cashdan Trust/Pang, Applicants and Landowners, 73 Needham RD (04-037.000) and 163 Needham RD (04-038.000). The Boundary Line Adjustment proposes to transfer +/- 3.63 acres from 04-038.000 (developed) to 04-037.000 (developed).

After discussion the Board were satisfied the above application could be considered a “minor realignment in accordance with the criteria in Article 2.1(D) (1) of the Norwich Subdivision Regulations” (page 4).

Carroll moved and Pitiger seconded a motion to authorize the Zoning Administrator to approve the filing with the Town of a final plat recording the boundary line adjustment between 04-037.000 and 04-038.000. Motion carried 6 – 0

- b) **#28BLA20:** Ainsworth-Cavin/Costa-Godek Applicants and Landowners, 80 Glen Ridge RD (10-014.000) and 64 Glen Ridge RD (10-015.000). The Boundary Line Adjustment proposes to transfer +/- 0.12 acres (5,441sf) from 10-015.000 (developed) to 10-014.000 (developed).

After discussion the Board were satisfied the above application could be considered a “minor realignment in accordance with the criteria in Article 2.1(D) (1) of the Norwich Subdivision Regulations” (page 4).

Carroll moved and Stucker seconded a motion to authorize the Zoning Administrator to approve the filing with the Town of a final plat recording the boundary line adjustment between 10-014.000 and 10-015.000. Motion carried 6 – 0

**7) Public Hearing: 7:15 PM**

- a) **#29BCU20:** Conditional Use and Site Plan Review for a Daycare and a Cultural Facility (school) with Apartment. Application by Tiny Seeds Village, LLC, Applicant and Landowner of Lot 11-093.000 at 251 US Route 5 N. Application to be reviewed under the Norwich Zoning Regulations.

Carroll moved and Pitiger seconded a motion to accept all of the documents identified in the document and interested parties list. Motion carried 6 – 0.

Carroll moved and Pitiger seconded a motion to continue the hearing to September 3, 2020. Motion carried 6 – 0.

Members agreed to enter into deliberative session after item 8) Other Business.

- b) **#30BSUB20:** Merger of parcels and Lot Line Adjustment. Applicants Rockwell and Leber landowners, 288 Route 5 (Lot 11-108.000, 11-112.000 and an unnumbered Lot).  
i) Boundary Line Adjustment proposes to transfer +/- 0.45 acres from Lot 11-108.000 (undeveloped) to Lot 11-112.000 (+/- 3.72 acres developed).

After discussion the Board were satisfied the above application could be considered a “minor realignment in accordance with the criteria in Article 2.1(D) (1) of the Norwich Subdivision Regulations” (page 4).

Pitiger moved and Stucker seconded a motion to authorize the Zoning Administrator to approve the filing with the Town of a final plat recording the boundary line adjustment between 11-108.000 and Lot 11-112.000. Motion carried 5 – 0 – 1.

- ii) Merge lots 4, 5 and the M Goodrich lot (an un-numbered lot) with parcel 11-108.000. Application to be reviewed under the Norwich Subdivision Regulations.

Pitiger moved and Stucker seconded a motion to accept all of the documents identified in the document and interested parties list. Motion carried 5 – 0 – 1.

Stucker moved and Pitiger seconded a motion to enter into deliberative session for the merging of lots 4, 5 and the M Goodrich lot (an un-numbered lot) with parcel 11-108.000. Motion carried 5 – 0 – 1.

Pitiger moved and Stucker seconded a motion to approve application #30BSUB20 to merge lots 4, 5 and the M Goodrich lot (an un-numbered lot) with parcel 11-108.000, recognizing the revised boundaries between Lot 11-108.000 (undeveloped) to Lot 11-112.000 (+/- 3.72 acres developed) which the DRB authorized the ZA to approve (see 7. b) i) [above]). Motion carried 5 – 0 – 1.

**8. Other Business**

- a. Amendment to #2BLA20 of February 2020.

The DRB unanimously accepted the ZA's recommendation that a minor revision to the plat for #2BLA20 of February 2020 prior to it being signed by the DRB Chair and filed in the Town land records.

- b. Zoning 101: Francis. This item was deferred.  
c. Background document – Lawe. This item was deferred.

**9) Deliberative Session**

**#29BCU20.** The board entered into Deliberative Session to discuss the application.

The DRB identified issues with the application and agreed that a site visit should be coordinated by the Clerk

**10) Adjournment:**

A motion to adjourn was entertained at 8:53pm. Motion carried 6 – 0.

Respectfully submitted,  
Rod Francis

**Future Meeting:**

Thursday, September 3, 2020 at 7:00PM

**DRB Minutes available at:**

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

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