

TOWN OF NORWICH  
DEVELOPMENT REVIEW BOARD  
DRAFT MINUTES  
Thursday, September 3, 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, McCabe, Pitiger

**Alternates Present:** Stuart

**Staff:** Francis (Clerk)

**Public:** Nate Stearns, Jeff Goodrich, Laura Golnabi, Austin Feula, Renee Harvey, Brenda Danielson

1) **Call to Order,** Roll Call: 7:09pm

2) **Agenda:**

Pitiger moved and Carroll seconded a motion to approve the agenda. Motion carried 7 – 0.

3) **Public Comments and Announcements:** None

4) **Public Hearing: Continued from September 3, 2020**

- 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.

After deliberating on the application at the last meeting (September 3, 2020) board members voted to conduct a site visit which took place at 3:00pm on August 26, 2020.

Members present at the Site Visit were: Rotman, Pitiger, Stucker, Carroll, Lawe

Public Present were: Nate Stearns, Jeff Goodrich, Laura Golnabi, Alberto Rodriguez

Francis read into the record an email communication from board member Teeter who visited the site separately because he was unable to attend the site visit (see attached).

Francis read into the record questions posed by board members at the site visit and responses provided (see attached).

The answer to Question #2 “How do you propose to accommodate event parking and overloads?” recorded at the site visit incorrectly stated as the driveway from Goodrich Four Corners could accommodate 25-30 vehicles. Whereas the answer should have referenced the flat area adjacent to the barn for parking 25-30 vehicles.

Members pursued questions raised at the site visit and focused their attention on establishing the proposed development under Sections of 5.03 (C)(2) Adequacy of circulation, parking and loading facilities and 5.03 (C) (5) Bicycle and Pedestrian Access.

Austin Feula from RSG Associates presented a Traffic Analysis for the site with regard to vehicle trips generated by the proposed use and what impact could occur on Route 5.

Questions focused vehicle circulation and parking, safety of student drop off and pick up

Other questions raised included:

- adequacy of emergency vehicle access
- contents of the Fire Marshal report
- if it was appropriate to review operational procedures for student arrival/departure versus the adequacy of site design
- if the development was a cultural facility (childcare/school), or a public facility (school) as provided for under 24 VSA Section §4413 and the Norwich Zoning Regulations §§ 4.03, 4.12 and definition of Cultural Facility and Day Care Facility

In light of the questions posed applicants requested further time to respond.

Stucker moved and Pitiger seconded a motion to continue the hearing to September 17, 2020 at 7:00pm. Motion carried 5–0–2

**10) Adjournment:**

A motion to adjourn was entertained at 8:53pm. Motion carried 7 – 0.

Respectfully submitted,  
Rod Francis

**Future Meeting:**

Thursday, September 17, 2020 at 7:00PM

**DRB Minutes available at:**

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

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