

**TOWN OF NORWICH  
DEVELOPMENT REVIEW BOARD**

**Minutes**

**Thursday, May 15th, 2025**

**Tracy Hall and Zoom**

**Members present:** Patrick Bradley (chair), Alec Orenstein, Linda Gray, Don McCabe, Emily Myers, Sue Pitiger, Matthew Stuart,

**Alternates present:** Barry Rotman, Elissa Close

**Members absent:** None

**Staff:** Steven True, Zoning Administrator

**Minute Taker:** Steven True

**Members of the Public:** None present

1. **Call to Order:** by Chair Bradley at 6:32 pm—roll call of Board members.
2. **Approve Agenda:** Gray moved, Pitiger seconded to approve the agenda. The motion carried unanimously.
3. **Approve Minutes:** True asked for clarification under item 6C. After the Board discussed the matter Myers moved, Linda Gray seconded a motion to approve April 24th, 2025, minutes as submitted. The motion carried unanimously.
4. **Public Comment:** none
5. **Announcements and Correspondence**
  - a. True announced that the Planning Commission would hold a public hearing on the proposed amendments to the Town's Zoning Regulations at its next regular meeting, June 10<sup>th</sup>, 2025.
  - b. The Board discussed their correspondence to the Planning Commission regarding Section 3.2(B)(5) of the Subdivision Regulations. True reported the Planning Commission discussion of the topic and the consensus that it warranted further discussion and would not be in the current update set. The Board felt strongly that the Planning Commission resolve this issue during this round and recommended removing the clause from the Regulations. Steven True will bring the matter to the Planning Commission.
6. **Review and Adopt Rules of Procedure:** After discussing and reviewing the existing and proposed Rules of Procedure, Gray made a **MOTION** to adopt the proposed (2025) Rules as amended regarding the meeting schedule and authorize the Chair to sign the Rules. Patrick Bradley seconded. The motion carried unanimously.
7. **Election of Officers**
  - a. Gray moved, seconded by Myers, to nominate and elect Patrick Bradley as the Chair for the upcoming year. Motion passed 6-0 (Bradley abstained)

- b. Myers moved, seconded by Pitiger, to nominate and elect Alec Orenstein as the Vice-Chair for the upcoming year. Motion passed 6-0 (Orenstein abstained)
- c. Stuart moved, seconded by McCabe, to nominate and elect Linda Gray as the Clerk for the upcoming year. Motion passed 6-0 (Gray abstained)

8. **Zoning Administrator update**

- a. True discussed an alternate date for the next meeting as the regular meeting falls on the Juneteenth holiday. After the discussion, the Board decided to circulate a tentative date of the 26th to members to reach a consensus.
- b. True discussed the possibility of a site visit for an upcoming matter. After the discussion, the Board agreed that a drive-by would be sufficient and a site visit would not be required.

9. **Meeting Adjournment:** Myers moved; Pitiger seconded a motion to adjourn. Motion carried unanimously; meeting adjourned at 7:24 pm.

APPROVED 06-26-2025

AUDIO and VIDEO RECORDING available [here](#)