

**TOWN OF NORWICH
DEVELOPMENT REVIEW BOARD
Draft Minutes
Thursday, September 18th, 2025
Tracy Hall and Zoom**

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

Alternates present:

Members absent: Sue Pitiger, Barry Rotman, Elissa Close

Staff: Steven True, Zoning Administrator

Minute Taker: Steven True

Members of the Public: None

1. **Call to Order:** by Chair Bradley at 6:33 pm
2. **Approve Agenda:** McCabe moved, Gray seconded to approve the agenda. The motion carried unanimously.
3. **Approve Minutes:** Orenstein moved, Meyers seconded a motion to approve June 26th, 2025, minutes as submitted. The motion carried unanimously.
4. **Public Comment:** none
5. **Review Boundary Line Adjustment #86BLA03 to correct an error in the land record:** True introduced the background to the matter: In 2004, the DRB approved, and the chair signed a Boundary Survey representing a boundary line adjustment #86BLA03. Subsequently in 2005, the landowner recorded another Boundary Survey which was not approved by the DRB. After receiving this background, and reviewing the materials, Linda Gray made a **MOTION** authorizing the Chair to sign the mylar, and to have the Zoning Administrator record the correct PLAT in the land records. Emily Meyers seconds. The motion carried unanimously.
6. **Zoning Administrator Update and Upcoming Matters:**
 - a. True had the Chair sign the Rules of Procedure and Conflict of Interest Policy approved May 25, 2025
 - b. True had the DRB review and the Chair sign a letter to the Selectboard requesting action to correct an error in the Norwich Consolidated Ordinance's document.
 - c. True introduced the two upcoming DRB hearings scheduled for the October 16th DRB regular meeting.
7. **Other Business:** None
8. **Meeting Adjournment:** 7:15 Motion to adjourn. All in favor.

AUDIO and VIDEO RECORDING available [here](#)