

NORWICH PLANNING COMMISSION  
Tuesday May 10, 2022, 6:30pm

DRAFT MINUTES

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Zoom Meeting:

<https://us02web.zoom.us/j/89339717735>

Meeting ID: 893 3971 7735

Members Present: Jaci Allen, Brian Loeb, Ernie Ciccotelli, Melissa Horwitz, Jeff Goodrich, Vince Crow,  
Marc Aquila

Public Present: Steven Bauer

Staff: Rod Francis

Meeting Opened: 6:36pm

**1. Approve Agenda:**

Horwitz moved and Aquila seconded a motion to approve the agenda. Motion carried 7-0. For: Allen, Loeb, Horwitz, Ciccotelli, Goodrich, Crow, Aquila.

**2. Public Comment:** none

**3. Welcome New Members and election of officers**

Jaci Allen welcomed new Commissioners Aquila and Crow.

Nominations for Chair

Loeb moved and Crow seconded a motion to nominate Allen. Motion carried 4-2-1. For: Loeb, Horwitz, Crow, Aquila. Against: Ciccotelli, Goodrich. Abstain: Allen.

Nominations for Chair

Goodrich moved and Ciccotelli seconded a motion to nominate Loeb to Vice-chair. Motion carried 6-0-1. For: Allen, Horwitz, Ciccotelli, Goodrich Crow, Aquila. Abstain: Loeb.

Nominations for Clerk

Loeb moved and Ciccotelli seconded a motion to nominate Francis as Clerk. Motion carried 5-0.

**4. Recommendation of Zoning Administrator to the Selectboard**

Francis introduced Steven Bauer a Senior Planner with Two Rivers Ottauquechee Regional Commission (TRORC). TRORC is providing Zoning Administrator services under contract to three towns (including Norwich). Francis explained that under 24 VSA §4448 the “administrative officer” (Zoning Administrator) must be recommended by the Planning commission to the Selectboard, who appoints the Zoning Administrator.

Aquila moved and Horwitz seconded a motion to recommend to the Selectboard the nomination of Steven Bauer as Zoning Administrator, or as the Acting Zoning Administrator, whichever the Selectboard deems appropriate. Motion carried 6 - 1. For: Allen, Loeb, Horwitz, Ciccotelli, Crow, Aquila. Against: Goodrich.

**5. Draft Land Use Regs (LUR) General Section**

Allen introduced a matrix of comments and questions from Commissioners. Ciccotelli expressed concern about the scope of the purpose statement, suggesting that the purpose statement should include ways in which preventing development advances principles of sustainability, or remove the purpose statement altogether. Loeb spoke to the virtue of purpose statements providing normative guidance, particularly in terms of encouraging development if it resulted in the construction of more (affordable) housing. Aquila sought clarification on the Land Use chapter of the Town Plan versus this section of the LURs. Francis responded to various questions and comments of Commissioners.

**6. Announcements, Reports, Updates, and Correspondence**

Francis updated the meeting on various work projects, including the density study and the wastewater project noting that with so many vacant positions (including Planner) and his workload as Town Manager that progress has been slow.

**7. Approve Minutes of April 12, 2022:**

Due to only two members being present for the last meeting approving the April 12, 2022, minutes was deferred to the next meeting.

**8. Other Business:** none

**9. Future Meeting Schedule**

June – Scoping Document for Paths and trails Committee

**10. Comments from the Public:** none

**11. Meeting adjourned: 8:31pm**

**Future Meetings:**

**Tuesday June 14, Regular Meeting**

**Tuesday, July 12, Regular Meeting**

Respectfully submitted,

Rod Francis