

NORWICH PLANNING COMMISSION

Meeting Minutes

Thursday, July 14, 2011, Tracy Hall

Regular Meeting

Members Present: Daniel Johnson, Tom Gray, Brooke Adler, Richard Stucker, Ralph Hybels, Jeff Goodrich

Members Absent: Anne Silberfarb **Clerk:** Phil Dechert **Others:** Justin Hybels

Tom Gray, Vice-Chair, called the meeting to order at 7:05 PM.

1. **Agenda** – Approved.

2. **Minutes** – 6-9-11 – Approved without changes.

3. **Correspondence/Announcements** –

Gray, the PC representative to the Capital Facilities Planning and Budgeting Committee, reported on a tour of town facilities and will email notes from the tour.

4. **Town Plan** –

Dechert attended a meeting with the Selectboard to discuss the process for reviewing and adopting the new town plan. The Selectboard voted to schedule the first public hearing on Wednesday, August 10 at 6 PM. The Planning Office will prepare warnings and public announcements on email, posters, and a sign. The Selectboard will schedule a second public hearing after determining what, if any, changes will be made.

5. **Municipal Planning Grant Projects** –

The FY'11 Municipal Planning Grant (MPG) is funded at \$3,342, and will be used for Phase I of developing and implementing a new land use plan for the area south and east of the Village. This Phase must be completed by May 2012. It was agreed that estimating potential onsite wastewater capacities of the various sites based on existing soils data and limited field work should be part of Phase I. Developing other criteria for determining potential densities based on existing GIS data and site inspections will be another goal of Phase I. Dechert will propose a more specific list of tasks and events for Phase I.

A MPG'12 application will be submitted in September for additional funding for Phase II which will include more detailed analysis of constraints and potentials, and include public participation through forums and a design charrette.

A draft Planning Commission work schedule was reviewed.

6. **Affordable Housing Committee**

Dechert reported that the Affordable Housing Revolving Fund, originally funded \$45,000 appropriated by the town in 2005 and renewed in 2008, was scheduled to end on June 30, 2011 with the current balance with interest of \$49,082 is being returned to the General Fund. The purpose of this fund is to have money available to initiate contracts to acquire land suitable for affordable housing. There was strong commission support for

renewing the Affordable Housing Revolving Fund and returning the money to it at the next town meeting.

Stucker moved that the Planning Commission support reinstating the Affordable Housing Revolving Fund at the next town meeting with an appropriation of \$50,000, essentially returning the funds removed June 30, 2011. The motion was seconded by Gray and passed 6-0. The Chair will communicate this position to the Selectboard and will encourage the Affordable Housing Committee to do the same.

7. **Subdivision Regulation Revisions**

Review continued with more discussion of criteria for allowing development on steeper slopes and controlling erosion and sedimentation on the disturbed areas on those slopes. Factors to be considered in developing a run-off control plan include:

- Watershed drainage area,
- Grades of the slopes,
- Types of soils, and
- Size of the area to be disturbed.

Additional criteria to be determined are:

- what threshold of site conditions will require a plan,
- the minimum level of detail on a plan, and
- the minimum credentials of the designer of the plan.

Dechert will continue research and start a revised draft.

8. Meeting adjourned at 9:05 PM.

Phil Dechert, Clerk

APPROVED 7/28/11

Future Meetings: Thursday, July 28 at 7 PM
Thursday, August 11 at 7 PM

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