

**NORWICH PLANNING COMMISSION**  
**MINUTES - February 16, 2005**  
Approved 3/2/05

Regular Meeting-6:30 PM

**Members Present:** Daniel Johnson, Lynn McGrew, Stuart Richards, Jeffrey Mathias, Warren Loomis, Jack Harned , Douglas Hoffman

**Absent:** Alison McCree, Dean Seibert

**Staff:** Phil Dechert

**Others:** Peter Gregory, Pete Fellows, Crystal Loffler, Jonathan Frishtick, Nancy Hoggson, Ann Day

**1. Approve Agenda** - Moved Old Business to after Mixed Use. Under new Business add: new members, educational activities, & post office. Add Town Plan to # 7 under priorities and schedule.

**2. Comments from the Public** - Jonathan Frishtick requested that the PC look at the ridgeline district mapping along the eastern side of New Boston Road. A large portion of the slope is not included in the district due to the 750 foot limit. Pete Fellows, the GIS planner at TRORC, suggested there are other ways to determine ridgeline districts using a viewshed analysis system.

**3. Announcements & Correspondence -**

The Chair read a letter from Dean Seibert to the Selectboard giving his resignation from the Planning Commission due to his other commitments dealing with international health issues.

**4. Chapter 117 Revisions**

Peter Gregory, Pete Fellows, and Crystal Loffler from the Two-Rivers Ottauquechee Regional Commission appeared to update the PC on changes to the state planning statutes (Chapter 117). A new Red Book with the new law, the old law, and other related statutes was distributed along with other materials relating to the changes. A PowerPoint presentation by Fellows highlighted the changes in the law and the when they take effect. Several specific issues relating to affordable housing were discussed.. The following questions will be investigated by Fellows:

Does Norwich definition of affordable housing comply with statute?

Does a duplex meet the definition of multi-unit housing as required in the statute?

Should the Norwich housing needs be based on both a NH and VT analysis rather than just VT?

By what point in the process does an interested party need to appear to have the right to appeal?

**5. Mixed-Use Project**

A revised project outline, a map of possible study sites, and a draft RFQ were discussed. It was emphasized sites to be used are only examples of what may be possible and are not specific. Dechert reported that at least one consultant indicated a willingness to work on the project and that it was possible to have a graduate student from UMass-Amherst work with the

consultant. Peter Gregory, the director of TRORC, said that they would be available also.

## **6. Mapping**

In a discussion of GIS/mapping with Pete Fellows, he was unable to advise the PC on using specific layers for zoning districts or development review as he was unfamiliar with some of the Norwich GIS layers. Fellows will meet with Dechert and review the Norwich GIS layers to determine if more accurate layers are available. They will also discuss other systems for determining ridgeline districts.

Peter Gregory, Pete Fellows, and Crystal Loffler left the meeting at 8:45 PM

## **7. Mixed Use Project (continued)**

After additional discussion, the RFQ was revised to eliminate the use of an intern and allocate \$ 7000 of the \$ 8000 grant funds to the consultant.

**Hoffman Motion, Second Mathias:** To send the revised RFQ to Two rivers Regional Planning commission - Passed. Dechert will also send out the RFQ to other consultants

## **8. Old Business**

Outstanding Issues and Questions were deferred to the next meeting.  
Solid Waste Ordinance - deferred to a later meeting

## **9. New Business**

Comments on the new Septic Ordinance should be sent to Dechert by February 21.

**Mathias Motion, Second Richards:** To request McGrew work on getting more information about keeping the Post Office downtown. Tabled to a later date.

**10. Minutes** - Deferred to later meeting.

**11. Adjournment** - 10:17 PM..

## **Future Meetings:**

Wednesday, March 2 - 6:30 PM

Wednesday, March 16 -6:30 PM

Wednesday, March 30 - Meet with DRB (to be confirmed)

Phil Dechert,  
Acting Secretary