

NORWICH PLANNING COMMISSION

Minutes Wednesday, March 2, 2005

Tracy Hall - Conference Room

Approved March 16, 2005

Present: Daniel Johnson, Chair, (arrived 6:50 PM), Lynn McGrew, Alison McRee, Douglas Hoffman, Stuart Richards, Warren Loomis,

Absent: Jack Harned, Dean Seibert (resigned)

Staff: Phil Dechert

Public: None

The Commissioners volunteered Richards to be Acting Secretary. McGrew was made Acting Chair by consensus until the arrival of Johnson. McGrew called the meeting to order at 6:40 PM.

1. Approve Agenda - the agenda was approved with additions to New Business.

2. Comments from the Public- None

3. Announcements & Correspondence - None

4. Minutes - 12/8/04 - tabled by consensus Mathias to resubmit comments
12/15/04 - tabled by consensus Mathias to resubmit comments
1/5/05 - Motion to approve by Mathias, Second McRee. - Passed with minor changes.
1/19/05 - Motion to approve by Mathias, Second McGrew - Passed with minor changes.
2/2/05 - Motion to approve by Mathias, Richards 2nd - Passed with minor changes.
2/16/05 Approved with corrections to RFQ and Post Office.

5. Mixed-Use Project

Response to RFQ - Two Rivers RFQ was received just before this meeting. Julie Campoli might be able to submit proposal perhaps in conjunction with Brian Shupe by next week. Bob White declined, Pete Owens was too busy, Jim Donovan will work with Two Rivers as a landscape architect. Should we wait for Julie Campoli? **Hoffman Motion, Loomis 2nd:** To Accept RFQ from Two Rivers and recommend that the Town Manager hire them. **Passed.** Meet with two Rivers on 3/16/05. Work has to be completed by 5/12/05, although billing could be delayed until approx. late June. Charette could be 4/9 or 4/30 depending on Two Rivers. A task week by week calendar shall be done by Two Rivers.

Site location discussion - Add police and fire station consisting of 2-3 acres(?) + senior housing is 3 acres as a possibility. Union village is a possible hamlet site. Other hamlet sites - Beaver meadow has wetlands or steep slopes as negative features, New Boston and Norford is limited.. Ompopanusic is flood plain. Include in the analysis of hamlets the reasons for not looking at some of these areas based on constraints. Should Dresden fields be included in Route 5 South site? How many sites are included in the quote? Phil will do map with site constraints of the parcels under consideration for 3/16/05. It was suggested that sufficient lead time for advertising the Charettes is important and that the PC would try and provide greater lead time in order to get greater turnout than occurred at the Zoning Forum. It was suggested that day care be provided during the Charette.

6. Zoning Regulation Revisions

Review Public Comment - Mathias - maybe we should look at boundary line adjustments for business and perhaps all subdivisions should be treated as PRD's. Alison May said she would like more Nursing homes in rural areas. Most important issues to review are Affordable Housing, quick fixes from and for the DRB, commercial development - more and if so where, multi-family housing , density, fragile features, habitat, zoning districts, dirt and snow storage, and length of document. If we change our zoning we need to incorporate Chap. 117 changes. The PC needs to decide whether to streamline the new proposed Ordinance or quick fixes to the old Ordinance? We will discuss this with the DRB on the 3/30/05.

Discuss Priorities/Goals and Schedule for further revisions - The PC is going to proceed with zoning revisions after the joint meeting with the DRB. The mixed use project is going forward at the same time. The Town Plan has been put off for now.

7. Survey

Richards recommended pursuing the Survey now rather than waiting for the Town Plan process. He felt the Survey would be helpful in telling the PC the direction that the Town wants to go in on the various hot button issues that the PC faces with proposed zoning revisions. Johnson suggested that forums and charettes would be helpful in that regard as well. There was a consensus that the PC should go forward now with the Survey and that there was precedent established by other towns for doing a survey before the Town Plan. In deference to Harned's absence and his strong feelings against doing a survey and in doing it before the town plan process, it was decided to hold off on voting to go forward on the survey until the next meeting. It was assumed that the vote to go forward with the Survey would be positive and in order not to lose time each member will submit a list of topics and or questions to Richards that (s)he would like to see covered by the Survey. There will be a vote at the next meeting to select a consultant and to determine the funding. Other boards, commissions and groups will be asked to submit topics and questions.

8. New Business - Delegation of PC member to do specific things.

Mathias suggested that appointing 1 or 2 members to handle a specific issue would help the PC by freeing up time to pursue other matters while still retaining oversight and direction on the delegated issue. For instance, dealing with the Post Office issue or survey could be done by an individual appointed by the Chair under Planning Commission By-Laws but care needs to be taken as to limits of authority and a clear charge. McGrew was asked by the Chair to gather information from the principals involved with the Post Office - with unanimous support of PC. The PC needs to know more about the fire dept and police relocation study.

Clerk duties - Minute taking will rotate among Richards, Mathias, McRee and Hoffman. Dechert will do the minutes of the joint DRB meeting on March 30, 2005. A permanent clerk-minute taker will likely be selected in May.

9. Old Business - Outstanding Issues & Questions - None discussed

10. Future Agenda Items - See above

11. Comments from the Public - None

12. Adjournment - 9:10 by consensus

Future Meetings: Wednesday, March 16 - 6:30 PM
Wednesday, March 30 - 6:30 PM - With DRB

Submitted by,

Stuart L. Richards
Acting Secretary