

NORWICH PLANNING COMMISSION SPECIAL MEETING

Meeting Minutes

Thursday, October 13, 2005

Tracy Hall - Meeting Room

Members Present: Daniel Johnson (Chair, arriving at 6:42), Adele Fulton, Douglas Hoffman, Ralph Hybels, Jaye Pershing Johnson, Jeffrey D. Mathias, Lynn McGrew, Stuart L. Richards

Members Absent: Alison McRee

Staff: Phil Dechert

Public: 33 members of the public, some speaking were: Irv Thomae, Ed Childs, Mary Ann Hankel, Virginia Magna (?), Creigh Moffat, Jim Adler, Cadusy Von Dory (?), Phil Hankel, David Sargent, Neil Fulton, Bob Haynes, John Callow (?), Alison May.

In absence of the Chair, the Vice Chair called the meeting to order at 6:37 PM.

1. Approve Agenda -

Procedure: Motion by D. Hoffman to approve agenda. Second by J. Mathias. Friendly amendments accepted: remove discussion of Articles 1-4 in # 4; add personnel review report update to #5 Old Business; add survey update and action items to #5 Old Business; move #5 to come after #9.

D. Johnson arrived at 6:42 PM and R. Hybels passed the gavel to D. Johnson.

Motion to approve agenda passed unanimous.

2. Comments from the Public - Several people spoke regarding affordable housing at the former Agway site. Neil Fulton clarified that the fire protection mentioned in the report included water supply but not service capacity, and added that in his opinion as deputy fire chief that there would be no service capacity issue with the proposed buildout.

3. Announcements & Correspondence - D. Johnson thanked the public who contributed comments by letters or e-mail. P. Dechert reported that correspondence from the District Environmental Commission and Verizon Wireless indicates that the cell tower on Upper Loveland Road will not be installed until next spring.

4. Zoning Regulation Revisions - Review two proposals, schedule public hearing

The Chair suggested that the board move both proposals to a public hearing.

J. Johnson gave an explanation of the proposal for Expansion of the Village Residential District.

Action: A. Fulton motioned to approve the proposal and report written by J. Johnson (e-mailed on 10/12/05 and available at the meeting). Second by R. Hybels. Friendly amendment by R. Hybels to send both proposals to the public hearing and not approve the reports at this time. Accepted by A. Fulton.

J. Mathias gave an explanation of the proposal for increasing the density bonus for Affordable Housing referencing materials e-mailed on 10/12/05 and available at the meeting).

S. Richards offered a friendly amendment to go to public hearing with both amendments and reports with the understanding the statute provides that amendments could be made to the

amendments or reports prior to presentation to the Selectboard. Accepted by A. Fulton and R Hybels.

Motion passed 5-0-3 (abstaining: J. Mathias, L. McGrew, S. Richards).

Action: Motion by J. Mathias to hold public hearing for the proposals on November 1. Second J. Johnson. Friendly amendments to begin at 7:00 PM and follow the public hearing with a special meeting accepted. Passed unanimous. [NOTE: Date changed to Nov. 2 later in meeting.]

As to the draft of revised zoning regulation: P. Dechert is to finish the draft and distribute to commissioners and DRB members on October 20.

6. *New Business* - none

7. *Minutes* -

Procedure: Motion by J. Johnson to postpone discussion of the minutes of 9/22/05 and 9/29/05. Second L. McGrew. Passed unanimous.

Procedure: Motion by S. Richards to approve minutes of 8/25/05 as rewritten by R. Hybels (e-mailed on 9/29/05). Second by L. McGrew. Friendly amendment by J. Mathias to accept his amendments to R Hybels revision (e-mailed on 10/11/05) was accepted. Passed 6-0-2 (abstaining: A. Fulton, J. Johnson).

8. *Future Agenda Items & Schedule*

Action: Unanimous consent was given to the Chair's request to change the public hearing and special meeting date from Nov. 1 to Nov. 2.

Action: Unanimous consent was given to the Chair's request to add a regular meeting on Nov. 3 and not have a meeting on Thanksgiving.

Thursday, October 27 - 6:00 PM Regular Meeting - @ 7:00 Meet with DRB
Wednesday November 2 - 7:00 PM Public Hearing followed by Special Meeting
Thursday, November 3 - 6:30 PM Regular Meeting
Thursday, November 10 - 6:30 PM Regular Meeting
Thursday, November 24 - Thanksgiving Holiday - no meeting

9. *Comments from the Public* - Additional comments were heard from the public in attendance concerning affordable housing.

5. *Old Business* -

+ *Joint Meeting with DRB - 10/27* - Scheduled for 7:00 PM, PC meeting starts at 6:00 PM.

+ *Review of Staff Report* - D Johnson has e-mailed and expects to receive responses, then rewrite, and resend until consensus is achieved on issues.

+ *Survey update and action* -

Survey 2005 is in the mail!

Many volunteer hours went into preparing the survey for mailing. Please offer high praises and warm thank yous to the following volunteers who offered of themselves to this effort:

Cynthia Cameron

Gerard Chapdelaine

Ralph Hybels (PC, who also generously donated the color printing of the survey maps)

Lynn McGrew (PC)

Daniel Johnson (PC)

Creigh Johnson

Jaye Pershing Johnson (PC)

Anna Johnson (daughter of Jaye Pershing Johnson)

Rosemary Mathias (acting floor manager)

Jeffrey D. Mathias (PC)

Alison McRee (PC)

Suzanne Stofflet

Also belated thanks go to Stuart Richards (PC) for the many hours dealing with consultants and vendors in initially researching and preparing the survey.

Action: Motion by J. Mathias to put a transaction ad in the newspaper concerning filling out and returning the survey. Second by R. Hybels. Passed unanimous.

Action: R. Hybels was delegated to write the transaction ad.

It was also suggested that a letter to the editor be written and signed urging return of the survey by residents and property owners, underscoring the anonymous nature of all completed returns and explaining that the reason for the return address was to enter respondents in the raffle.

Action: Motion by J. Mathias to add the 93 out of town land owners to the survey mailing and purchase the stamps needed to do this. Second L. McGrew. Passed 6-1-1 (against: A. Fulton; abstaining: J. Johnson). It was calculated to require an additional 74 stamps if reclaiming the stamped returned envelopes from mailed rejects and having 19 unused stamps from the mailing.

J. Mathias recommended that the procedure for returned surveys should be that none are opened, and on or about Nov. 10 several members with a neutral witness will open and separate the surveys from the return envelopes so that anonymity is protected. The raffle winners will then be drawn from the return envelopes and the envelopes then destroyed. The surveys will be each numbered for data entry purpose and sent to a data entry person yet to be determined and hired for this purpose.

Action: J. Mathias was delegated to provide copies of the survey, cover letter and maps to the town clerk, town manager, and library for archival records.

10. Adjournment -

Procedure: Motion by D. Hoffman to adjourn. Second R. Hybels. Passed unanimous.

Meeting adjourned at 9:15 PM.

Respectfully submitted,
Jeffrey D. Mathias, acting scribe

Approved: October 27, 2005

Jeffrey D. Mathias, Clerk, Norwich Planning Commission