

NORWICH PLANNING COMMISSION

Meeting Minutes

Thursday, December 8, 2005

Tracy Hall - Meeting Room

**Members Present:** Daniel Johnson (Chair), Adele Fulton, Ralph Hybels, Jeffrey Mathias, Jaye Pershing Johnson, Stuart Richards

**Absent:** Douglas Hoffman, Lynn McGrew, Alison McRee

**Staff:** Phil Dechert

**Public:** Henry Scheier, Ed Childs, Nancy Hoggson

The Chair called the meeting to order at 6:45 p.m.

*1. Approve Agenda -*

**Procedure:** Motion by R. Hybels to approve agenda. Second by J. Johnson. Passed unanimous.

*2. Comments from the Public -* Henry Scheier spoke as to the opening of the surveys and thanking all involved. He suggested that it may be nice to send copies of the results to the three volunteers from Youth In Action.

*3. Announcements & Correspondence -*

The Chair opened the envelope and announced the winners of the survey raffle.

Janine Scheiner won lunch for 2 at the Norwich Inn donated by Sally Wilson.

John Lawe won the color photograph made and donated by Rosamond Orford.

Kirsten Gehlbach won the Pt/Pd photograph made and donated by Jeffrey Mathias.

P. Dechert distributed an 11/10 letter from N.E. Wolff, a copy of memo presented to the Selectboard titled *Pedestrian & Bicycle Safety in the Town of Norwich*, and a paper from Funders' Network titled *Talking in Public About Growth and Development*.

*4. Zoning Regulation Revisions - Selectboard action on amendments*

The Selectboard passed the suggested amendment from the planning commission with typographical changes and a minor technical change in section 6.4. However, an issue was brought up that interpretation of the PUD according to the changes made by Act 115 may give densities for the smaller lots greater than that understood to be the decision of the PC. It was suggested that this issue might be resolved by adding a limitation to lots less than 4 acres in the table in section 6.4.

*5. Public Hearing - Amendments to Subdivision Regulations - 7 PM*

*The purpose of these amendments is to make minor technical and procedural changes in the Norwich Subdivision Regulations and to bring the Norwich Subdivision Regulations into compliance with the changes to Title 24, Chapter 117, effective September 1, 2005.*

**Procedure:** Public hearing called to order by the Chair at 7:00 p.m.

No public comment was made.

**Procedure:** Motion by J. Mathias to close the public hearing. Second by R. Hybels. Passed unanimous.

*6. Amendments to Subdivision Regulations*

*Review public hearing comments*

*Approve draft to forward to Selectboard*

**Action:** Motion by J. Mathias to approve the amendments to the Norwich Subdivision Regulations as described in the December 8, 2005 Proposed Revisions and send to the Selectboard for adoption. Second by S. Richards. Passed unanimous.

**Procedure:** Being that the time was 7:10, the Chair received unanimous consent to take up item #8.

*8. Survey*

Mention was made that about 25 additional surveys in the original return envelopes have been received since the survey opening.

**Action:** Motion by S. Richards to include the additional surveys. Second R. Hybels. Passed unanimous.

**Action:** The Chair delegated J. Mathias to talk to Nancy Kramer about including these surveys with the others.

*7. Meet with Peter Gregory, TRORC - 7:30 PM*

*Review of zoning, planning & development for Town manager*

Peter Gregory solicited information from members on issues of staffing, time management, organization and timely accomplishment of issues by the PC, impact of additional zoning, inter committee communication, use of subcommittees, and reactive issue effects. He plans to have his report finished and distributed to the Selectboard before the end of this year.

*8. Survey (continued) - Data Compilation*

Several resumes of data entry persons from three temp agencies were discussed as well as starting time and logistics.

**Action:** The Chair delegated R. Hybels and J. Mathias to set up the form for data entry. They plan to meet on Monday to do so.

**Action:** Motion by R. Hybels to hire Paul from Leddy Group, inform him that accuracy is more important than speed, use the guidelines 1 through 6 submitted by A. Fulton titled *Norwich PC discussion topics on data entry work 12/8/05*, check the accuracy of his work after half a day, Nancy Kramer to copy each of the first 25 surveys which R. Hybels and J. Mathias will enter independently so as to be used for the accuracy check. Second by J. Johnson. Passed unanimously.

**Action:** Motion by S. Richards to use Casey (Leddy Group), if Paul does not work out for whatever reason. Second by R. Hybels. Passed unanimously.

*9. Zoning Regulation Revisions - Continued from # 4. - Skipped.*

*10. Old Business -*

Comments for staff review should be in to Chair by 12/14. Chair will rewrite the review and e-mail to members under confidentiality with discussion to follow in an executive session at the following meeting.

11. *New Business* - none

12. *Minutes* - 11/02/05, 11/10/05

**Action:** Motion by J. Mathias to approve minutes of 11/02/05. Second by A. Fulton. Passed 5-0-1 (abstaining: S Richards).

Action: Motion by J. Mathias to approve minutes of 11/10/05. Second by R. Hybels. Friendly amendment to check and correct spelling of Julia (Smidth?; Schmit?) accepted. Passed 5-0-1 (abstaining: A. Fulton).

13. *Future Agenda Items & Schedule* - Future Meetings:

Wednesday, December 14 - 6:30 PM Regular Meeting

Thursday, January 12 - 6:30 PM Regular Meeting

Thursday, January 26 - 6:30 PM Regular Meeting

14. *Comments from the Public* - none at this time

15. *Adjournment* -

**Procedure:** Motion by A. Fulton to adjourn. Second R. Hybels. Passed unanimous.

Meeting adjourned at 9:50 p.m.

Respectfully Submitted,  
Jeffrey D. Mathias, clerk, planning commission

**approved December 14, 2005**

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Jeffrey D. Mathias, clerk, planning commission