

NORWICH PLANNING COMMISSION

Meeting Minutes

Thursday, February 2, 2006
Tracy Hall - Conference Room

Members Present: Daniel Johnson (Chair), Adele Fulton, Ralph Hybels (leaving at 9:25), Jaye Pershing Johnson, Lynn McGrew, Jeffrey Mathias, Stuart Richards

Absent: Douglas Hoffman, Alison McRee

Staff: Phil Dechert

Public: Suzanne Wallis

NOTE: Not having attained a quorum for the regular meeting on January 26, this special meeting was called in its place.

Meeting called to order by Chair at 6:45 p.m.

1. Approve Agenda -

Procedure: The Chair received **unanimous consent** to approve the agenda after moving item #4 to after #2 and adding Staff Review under #6 Old Business.

2. Comments from the Public - none

4. Town Plan

Data Research - Review RFQ

The RFQ was reviewed successfully. The schedule for this work was outlined as follows.

2/09/06 at regular meeting, 2 PC members delegated and Phil to work on scope

2/17/06 submissions due from prospective consultants

~ 2/17/06 submissions forwarded to PC members

2/23/06 at regular meeting, PC to select consultant

2/24/06 consultant is notified and begins work

~ 3/xx/06 at regular meeting, PC meets with consultant

~ 4/xx/06 at regular meeting, PC reviews draft report

~ 5/xx/06 public workshop

5/12/06 work completed

Survey - Data Compilation - Status Report

It was reported that the data entry was completed on January 13, 2006 and the data downloaded to both J. Mathias and R. Hybels. J. Mathias assembled the raw data into two spreadsheets and distributed to PC members and staff. R. Hybles to verify that spreadsheets are accurate. There are 990 survey entries, of which five contain only comments.

J. Mathias also created a summary of the data showing the total boxes check for each answer and the total responses for each of most of the questions without any analysis. This summary has had a

correction made and has been formatted and saved as a MSWord document and will be distributed to PC members by the weekend. R Hybels will generate a summary from SurveyMonkey.com where the data was recorded and the two summaries will be compared for accuracy. PC members were encouraged to review the summaries, check for accuracy against the data spreadsheets and report any errors or formatting requests to J. Mathias. J. Mathias will prepare an updated summary for discussion and possible approval at the 2/9/06 regular meeting. It was agreed that a summary will not be released until accuracy has been confirmed against the raw data. Some concern was expressed relating to analysis of the data for potential influence.

The PC felt that analysis could be carried out by the working groups involved with the Town Plan process or by individual members on their own, but that the PC would not be paying for an analysis at this time.

The destiny of two surveys received after the data entry had been completed, was discussed.

Action: Unanimous consent was given that these two surveys be destroyed and not included.

R. Hybels will destroy the two surveys.

3. Announcements & Correspondence - none

*5. Zoning Regulation Revisions -
Revisions of Draft Zoning - Starting at Section 4.8*

Section 4.9

There were questions concerning the details of Mobil Home Parks, size, minimum and maximum number of units, definitions, and manufactured housing. J. Johnson volunteered to check with the statute and rewrite the section.

Section 4.11

Action: Motion by A. Fulton to strike Section 4.11 and revise the tables in Section 2 with specific uses. Second by J. Johnson. **Passed 6-0-1** (Abstaining: S. Richards)

A. Fulton volunteered to draft the appropriate amendments to Section 2.

Section 4.12

Action: Motion by R. Hybels to strike 4.12 (A). Second by J. Johnson. **Passed 6-1-0** (Against: J. Mathias).

Action: Motion by J. Mathias to include the last sentence of former subsection 4.12 (A) in 4.12 (B). Second by S. Richards. **Failed 2-4-1** (For: J. Mathias, S. Richards; Against: D. Johnson, A. Fulton, R. Hybels, J. Johnson; Abstaining: Lynn McGrew).

Action: Unanimous consent to correct typo in 4.12 (C) Signs and Fencing, last sentence insert “so” between “Chosen” and “to”.

Section 4.13

Action: Motion by J. Mathias to delete the second and third sentences in 4.13 (A) (7). Second by A. Fulton. **Passed unanimous.**

J. Johnson volunteered to rewrite 4.13 for discussion purposes, consistent with statute including appropriate definitions and requiring sufficient septic capacity.

Zoning review continued next time starting with Section 5.

6. *Old Business* -

Long Range Schedule & Budget - postponed to 2/9/06 meeting.

Letter from N. Wolff

There was some discussion of the town being subject to some regulation and hearings as well as cases involving private funding of town projects. Discussion is to be added to future agenda items and continued at the next meeting.

R. Hybels left at 9:25 p.m.

Staff Review

D. Johnson will distribute the updated staff review for discussion at the next meeting (2/9/06).

7. *New Business* – none

8. *Minutes* - 1/12/06

Action: Motion by J. Johnson to approve the 1/12/06 minutes with the correction of three typos, correction from S. Richards to add “proposed by S. Richards” after “Friendly amendments” in the first action of #4, and amended correction from J. Johnson to add after the Section 3.12 action “Minority concerns were expressed that the regulation, as drafted, is vague and overbroad.”

Second by A. Fulton. **Passed 6-0-0.**

9. Future Agenda Items & Schedule

Thursday, February 9 - 6:30 PM Regular Meeting

Thursday, February 23 - 6:30 PM Regular Meeting

10. *Comments from the Public* –none

11. *Adjournment* - 9:30

Procedure: Motion by S. Richards to adjourn. Second by D. Johnson. Passed unanimous.

Meeting adjourned at 9:54 p.m.

Respectfully Submitted,

Jeffrey D. Mathias, clerk, planning commission

APPROVED: February 9, 2006