

NORWICH PLANNING COMMISSION

Meeting Minutes

Thursday, February 9, 2006

Tracy Hall - Conference Room

**Members Present:** Ralph Hybels (V.C. acting as Chair), Adele Fulton (arriving 7:05), Jaye Pershing Johnson, Lynn McGrew, Jeffrey Mathias, Stuart Richards

**Absent:** Daniel Johnson, Douglas Hoffman, Alison McRee

**Staff:** Phil Dechert

**Public:** none

In the absence of the Chair and having a quorum present the meeting was called to order by Vice Chair, R. Hybels at 6:40 p.m.

R. Hybels volunteered that because of the likelihood that D. Johnson would not be attending the next meeting he would make sure that the agenda was timely sent to PC members.

*1. Approve Agenda -*

**Procedure:** Motion by S. Richards to approve the agenda with amendments of adding discussion of procedure for staff review to old business and under item 5 zoning to begin discussion with Section 5 and take up the open issues in Section 4 at the next meeting. Second J. Mathias.

**Passed unanimously.**

*2. Comments from the Public - none*

*4. Town Plan*

*Survey - Data Compilation - Status Report*

A. Fulton arrives at 7:05 during discussion of data accuracy.

**Action:** Motion by S. Richards to disseminate survey summary in draft form after resolving question 11a or any other significant issues from its review by R. Hybels and J. Mathias. Second R. Hybels. **Passed unanimous.**

The process to disseminate was described as after resolving as per above motion, J. Mathias will edit the summary, leaving the draft disclaimer note, save as word and pdf files, and e-mail to PC and P. Dechert for distribution. P. Dechert mentioned several on his intended distribution list.

*Data Research - scope of work project*

The Chair asked for volunteers to work with P. Dechert to prepare the scope.

**Action: Unanimous consent** was given to forgo a subcommittee; P. Dechert will draft the scope and e-mail to PC members by Friday, 2/17; PC members will respond back by Wednesday, 2/22; the PC will review on Thursday 2/23 along with responses with the RFQ.

5. Zoning Regulation Revisions -  
Revisions of Draft Zoning - Open issues in Section 4 (moved to next meeting)  
Continue with Section 5

Section 5.0

**Action:** Motion by R. Hybels to incorporate the exclusions in 11.1 of the current zoning into 5.0 (A). Second A. Fulton. **Friendly amendment accepted** from S. Richards to amend motion by adding “except porches” after “zoning”. **Friendly amendment** from L. McGrew to add to 11.1.2 “, except in the case of a non-conforming use” was **not accepted**. **Friendly amendment accepted** from A. Fulton to change 11.1.2 to “Change of a conforming use to another conforming use, which will result ...” (... indicating the rest of the original language.) **Passed unanimous.**

Section 5.2

**Action:** Motion by A. Fulton to, in 5.2 (A), rearrange the words to read “... be attractive, functional, and of high quality site design,...” Second by J. Mathias. **Passed 5-1-0** (Against: J. Johnson).

**Action:** Motion by L. McGrew to, in 5.2 (A), at the end of the first sentence, add “or neighborhood”. Second S. Richards. **Failed 3-3-0** (For: A. Fulton, S. Richards, L. McGrew; Against: R. Hybels, J. Johnson, J. Mathias).

A typo will be fixed in 5.2 (B) changing “Commission” to “board”.

**Action:** Motion by S. Richards to, in table 5.1 (A), add “and/or principals” after “property”. Second J. Mathias. After brief discussion the motion was **withdrawn**.

P. Dechert will address some issues in 5.2 (C) (1) involving consistency and duplication with Section 3.

Revisions will continue next time at Section 5.2 (C) (2).

6. Old Business -  
Long Range Schedule & Budget

There was some discussion to keep the zoning update on schedule and finish.

*Letter from N. Wolff*

This will be discussed at another meeting including issues of Huntley Meadow and regulation of development by the Town of Norwich.

*Staff Review*

Since D. Johnson has all the reviews from PC members and it is uncertain as to his recent availability, R. Hybels agreed to e-mail D. Johnson and ask whether he will be back for the next meeting.

7. *New Business* – none

8. *Minutes - 2/2/06*

**Action:** Motion by J. Mathias to approve draft with corrections from J. Johnson (e-mailed 2/6/06) and changing the time R. Hybels left to 9:25, after letter from N. Wolff discussion. Second J. Johnson. **Passed unanimous.**

9. *Future Agenda Items & Schedule*

Survey 2005 analysis by consultant

Huntley Meadow and regulation of development by the Town of Norwich

Thursday, February 23 - 6:30 PM Regular Meeting

Thursday, March 9 - 6:30 PM Regular Meeting

Thursday, March 23 - 6:30 PM Regular Meeting

10. *Comments from the Public* -none

11. *Adjournment - 9:30*

**Procedure:** Motion by J. Johnson to adjourn. Second by R. Hybels. **Passed unanimous.**  
Meeting adjourned at 9:54 p.m.

Respectfully Submitted,

Jeffrey D. Mathias, clerk, planning commission

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**Approved February 23, 2006**