

NORWICH PLANNING COMMISSION

Meeting Minutes

Thursday, February 23, 2006

Tracy Hall - Meeting Room

Members Present: Ralph Hybels (V.C. acting as Chair), Lynn McGrew, Jeffrey Mathias, Alison McRee, Stuart Richards

Absent: Daniel Johnson, Adele Fulton, Douglas Hoffman, Jaye Pershing Johnson

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 6:33 p.m.

1. *Approve Agenda (6:30-6:35)*

Procedure: Motion by S. Richards to approve agenda with modification to add Survey distribution to item #4. Second by A. McRee. **Passed unanimous.**

2. *Comments from the Public - (6:35-6:40) - none*

3. *Announcements & Correspondence - (6:40-6:45)*

Sympathy was expressed for the passing of D. Johnson's mother. Reminders were given of the Municipal Officer's Seminar and the VLCT program.

4. *Town Plan (6:45-7:15)*

Data Research - Review RFQ Responses

Action: Motion by J. Mathias to use Front Porch as consultant for data research. Second by S. Richards. **Motion withdrawn.**

Action: Motion by J. Mathias to hold a special meeting Thursday, March 2, 2006 at 8:30 A.M. in the Tracy Hall meeting room for the purpose of selecting a consultant from the three submitting responses. Second by R. Hybels. **Passed unanimous.**

The scope of service will also be discussed and approved at the special meeting.

Survey - Analysis by consultant - skipped

Survey - Distribution

P. Dechert has sent to Valley News and the world list. P. Dechert said he would forward it to the Connecticut Valley Spectator. He will draft a letter to the editor for D. Johnson's signature, thanking the 990 people who filled the survey out and advising the town that a Draft Survey Summary can be obtained from P. Dechert (citing his email address), from the Town's internet site, or from the Town Clerk.

Procedure: Chair received unanimous consent for a 3 minute break at 8:45.

5. *Zoning Regulation Revisions - (7:15-8:45)*

Revisions of Draft Zoning - Starting at Section 5.2(c)(2)

Section 5.2

Landscaping (c) - Typo - change "Commission" to "board".

Action: Unanimous consent was given to add the following sentence to 3(c) per R. Hybels.
The planting of single gender deciduous trees shall be avoided.

Action: Unanimous consent was given to change "reduce" to "minimize" in 3(e) per A. McRee.

Action: Unanimous consent was given to add in 4 (a) after "uniform material" the phrase ", so long as sufficient screening is obtained" per R Hybels.

Section 5.2 (D) RR (d), typo - change "with" to "within".

Section 5.4

In (C) (2) change 15 days to 30 days as per state.

Procedure: There was **unanimous consent** to have P. Dechert produce flood maps identifying structures in flood hazard areas and to discuss further at the March 9 meeting.

Section 5.5

P Dechert will redraft with latest changes for discussion at the March 9 meeting.

6. *Old Business - (8:45-9:00)*

Long Range Schedule & Budget

Budget needs to be determined for town plan items and activities.

Staff Review Status

D. Johnson will be asked to get the draft out to members and to set up an executive session.

7. *New Business - (9:00-9:05) - none*

8. *Minutes - 2/9/06 (9:05-9:20)*

Action: Motion by S. Richards to approve 2/9/06 minutes with the following amendments:

Correct date in title;

In first paragraph, strike sentence beginning with "The cause..." and the note;

In item 4, change action to "Motion by S. Richards to disseminate survey summary...";

In item 6, Staff Review, replace with "R. Hybels agreed to e-mail D. Johnson and ask whether he will be back for the next meeting."

Second ???

Passed 4-0-1 (Abstaining: A. McRee)

9. *Future Agenda Items & Schedule (9:20-9:25)*

Survey 2005 analysis by consultant

Huntley Meadow - use of private funds for town development

Regulation of development by the Town of Norwich

Thursday, March 2 - 8:30 AM Special Meeting - data research for town plan

Thursday, March 9 - 6:30 PM Regular Meeting

Thursday, March 23 - 6:30 PM Regular Meeting

10. *Comments from the Public (9:25-9:30)* - none

11. *Adjournment* - (9:30)

Procedure: Motion by A. McRee to adjourn. Second by S. Richards. **Passed unanimous.**
Meeting adjourned at 9:20 p.m.

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

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Approved March 9, 2006