

NORWICH PLANNING COMMISSION

Meeting Minutes

Thursday, June 8, 2006

Tracy Hall - Meeting Room

Members Present: Daniel Johnson, Jeffrey Mathias, Lynn McGrew, Alison McRee, Richard Stucker

Members Absent: Adele Fulton, Tom Gray, Ralph Hybels, Jaye Pershing Johnson

Staff: Phil Dechert

Public: Brooke Mohr

Chair called meeting to order at 6:43 p.m.

1. *Approve Agenda* -

6:30 - 6:45

Procedure: Agenda approved by unanimous consent.

2. *Comments from the Public* -

Brooke Mohr expressed interest in statistical analysis work on Survey 2005 and training facilitation. She requested copies of Survey 2005, the raw result data and meeting minutes. The PC clerk will deliver the requested information.

3. *Announcements & Correspondence* -

The chair announced that the NCC will be invited to the next meeting to provide input to the zoning draft concerning fragile features. Interest was also expressed that they might address wastewater and runoff as well.

Steve Soares has requested an appointment of a PC member to the Capitol Improvement Planning Committee. The chair announced that his appointment was Tom Gray, in accordance with Article III, 8 of the By-Laws of the Norwich Planning Commission.

4. *Zoning Regulation Revisions* -

6:45 - 9:00

An issue of parking including structures and the maximum number of spaces was discussed. It was felt that this might be handled in Section 5.3 (D) 2 and that the definitions in Section 7 should be addressed.

Revisions of Draft Zoning - Continue review at Section 6.2

Action: Motion by J. Mathias to strike and replace the language “responsibility of obtaining” in the last sentence of Section 6.2 (I) Checklist with “authority to require the applicant to obtain”. Second by L. McGrew. **Friendly amendment accepted** from A. McRee to change the word “prior” to “current”.

Friendly amendment offered by A. McRee to strike and replace the language after the comma in Section 6.2(I) with “at the request of the Zoning Administrator the applicant has the responsibility of obtaining the data necessary to determine the accuracy of the check list contents.” Friendly amendment not accepted and no second provided for an amendment.

Friendly amendment accepted from R. Stucker to strike and replace the language “current mapping and/or surveys” with “data”.

Motion **passed unanimous**.

Action: Motion by A. McRee to accept the changes to Section 6.5 (A) as described in the revised draft 3/21/06 from P. Dechert. Second by J. Mathias. **Passed unanimous**.

Action: Motion by R. Stucker to strike and replace in Section 6.6 (A) (1) the language “recommended” replaced with “nominated”; “appointed” replaced with “nominated”; and “in consultation with” replaced with “and then approved by”. Second A. McRee. **Passed unanimous**.

Action: Motion by L. McGrew to add the language “and shall” before “maintain records” in Section 6.6 (A) (1). Second by J. Mathias. **Passed unanimous**.

A typo to remove the word “Zoning” was indicated in Section 6.6 (A) (2). Also a possible typo of “chapter 118” in Section 6.7 will be checked.

5.5 - Total units within certain distances & single structures in a PUD

Procedure: This issue was postponed until the next meeting by unanimous consent so that discussion could include the members absent from this meeting.

Procedure: At 8:30 unanimous consent was given to move to agenda item #5 after a short break.

Procedure: The chair called the meeting back to order at 8:37 p.m.

5. Town Plan -

9:00 - 9:20

Brief report from Subcommittee - Survey 2005 analysis by consultant

Action: Motion by R. Stucker to give the Town Plan Subcommittee the authority to write the RFQ for the survey analysts and to send it out. Second A. McRee. **Passed unanimous**.

Action: Motion by L. McGrew that the planning commission instruct the Town Plan Subcommittee to pursue the Working Group Concept. Second by J. Mathias. **Passed unanimous**.

Action: Motion by D. Johnson to give the Town Plan Subcommittee the authority to recommend to the PC topics of the working groups, number of working groups and the leaders for the working groups. Second by L. McGrew. **Passed unanimous**.

6. *Minutes - 5/11/06, 5/25/06*

Action: Motion by J. Mathias to approve the 5/11 minutes with corrections from J. Johnson except for the first three strikes and the strike in item #6. Second by L. McGrew. Some members did not have corrected copies so the **motion was withdrawn**.

Motion by D. Johnson to approve the 5/25 minutes with correction from J. Johnson. No second.

Action: Motion by J. Mathias to approve the 5/25 minutes without corrections. Second by L. McGrew.

Motion to amend by J. Mathias to include the corrections to item #5 from J. Johnson. Second by D. Johnson. **Amendment passed 4-0-1** (Abstaining: A. McRee).

Motion passed 4-0-1 (Abstaining: A. McRee).

7. *Future Agenda Items & Schedule*

Huntley Meadow - use of private funds for town development

Regulation of development on Town property

Driveway Regulations

Town Plan - Schedule, Budget, Subcommittee

Future Meetings:

Thursday, June 22 - 6:30 PM Regular Meeting - NCC

Thursday, July 13 - 6:30 PM Regular Meeting

8. *Comments from the Public - none*

9. *Adjournment -*

9:30

Procedure: Motion to adjourn by R. Stucker. Second by A. McRee. **Passed unanimous.**
Meeting adjourned at 9:25 p.m.

Respectfully submitted by

Jeffrey D. Mathias
Clerk, Norwich Planning Commission

approved: June 22, 2006

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Clerk, Norwich Planning Commission