

NORWICH PLANNING COMMISSION

Meeting Minutes

Thursday, August 9, 2007
Tracy Hall - Meeting Room

Members Present: Daniel Johnson, Adele Fulton, Lynn McGrew, Richard Stucker, Ralph Hybels

Members Absent: Jeffrey Mathias, Alison McRee, Jaye Pershing Johnson, Tom Gray

Staff: Phil Dechert

Public:

The Chair called the meeting to order at 6:49 p.m.

1. Approve Agenda – Add “Meeting Start Time” to New Business. The agenda, as revised, was approved by **unanimous consent**.

2. Comments from the Public - None

3. Announcements & Correspondence –

A copy of a letter from Jeffrey Vitt dated 8-3-07 to the Selectboard was received.

The ZA reported that the DRB has requested to meet with the Planning Commission when revisions to the subdivision regulations are discussed.

4. Zoning Regulation Revisions –

After a continued review of proposed revisions submitted by Fulton with comments by Dechert, the following changes to the draft zoning regulations were approved by unanimous consent:

Section 3.09(A) & (B) – Change “site” to “lot” 5 times.

Section 5.07 (D) – Create a list of application requirements for Development Envelope Review

Sections 5.03 through 5.07 – Add the following in the appropriate place in each section: “Upon determination that [conditional use, site plan, PUD, development envelope] review is required, and the application as submitted is complete for review by the Development Review Board, subject to requests for waivers of application requirements, the Zoning Administrator shall schedule a public hearing of the Development Review Board, warned in accordance with Section 6.06(D). Once the public hearing is opened, the Board shall determine if the application is complete and decide whether any waivers of application requirements shall be granted. If not, or if the Board requires additional information for the application, the public hearing may be recessed to another date certain for continuation of that hearing. Once all information required by the Board has been submitted, the Board shall close the hearing and act to approve, approve with conditions, or disapprove an application for conditional use review within 45 days after of the date the hearing was closed of the final public hearing; and shall issue a written decision to include findings of fact, any conditions, and procedures provisions for appeal. The application shall be deemed approved by the Board on the 46th day in the event that the Board fails Failure to act within 45 days of the adjournment of the final hearing.”

The following motion was not approved: Section 3.09(A)(4) Motion to add after “DRB”, “in the Commercial/Industrial and Village Business Districts, ...”

Vote 1-4 (Fulton for)

After review of a draft document on Small Wind Energy Systems prepared by Dechert dated 8-8-07, the following changes were approved by unanimous consent:

Table 3.1 District Height Standards-

Windmill – add at beginning of second column: “Same as the distance to ...”

Change “**Wind Turbine, stand-alone**” to “**Small Wind Energy System - maximum tower height** - 100 feet. Height may be increased to over 100 feet as a conditional use. See Section 4.15.”

New Section “4.15 - Small Wind Energy Systems” is added.

Section 7.02 – Definitions

Added:

Large Wind Energy System: A wind energy conversion system consisting of a wind turbine, a tower and associated control or conversion electronics, which has a rated capacity exceeding the on-site electric usage and is interconnected with the electric utility system. These systems are exempt from municipal zoning regulations and are permitted by the State under Act 148.

Small Wind Energy System: A wind energy conversion system consisting of a wind turbine, a tower and associated control or conversion electronics, which has a rated capacity appropriate to the on-site electric usage of the end-user and is not interconnected with the electric utility system.

Removed:

Wind Turbine, Stand-Alone -

Wind Turbine, Grid-Connected -

After review of a draft document “Additional Misc. Changes” prepared by Dechert dated 7-24-07, the following changes were approved by unanimous consent:

Table 1.1 - Add Development Envelope Review.

Under “Other Municipal Permits,” remove wastewater systems

Section 2.01(C) – Replace “National Flood Insurance Program maps of the Town of Norwich, (Table 2.07(B))” with “and the most current flood insurance studies and maps published by the Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA), National Flood Insurance Program (NFIP),”

Section 2.02(A)(3) – Change: Boundaries indicated as following lot lines shall be interpreted to follow the ~~delineated~~ property boundary delineated by a recorded survey or deed.

Section 2.02(F) – Change: Where a lot is divided by a town boundary, the standards of these regulations shall be applied only to that portion of the lot located in the Town of Norwich ~~in the same manner as if the entire lot were located in this town.~~

Table 2.6(B)(1) - Change “regulated substances” to “hazardous materials and hazardous waste, as defined in the Vermont Hazardous Waste Management Regulations,”

Section 3.04(A)(4) - Provision has been made for multi-unit dwellings by allowing such dwellings in designated districts **and in Planned Unit Developments.**

Section 4.08(C)(6) - The home industry conforms to all performance standards under Article III. ~~There shall be no Storage of hazardous waste or materials fuel storage shall be limited to that needed for heating.~~ **shall comply with the Vermont Hazardous Waste Management Regulations**

Section 4.11(A)(2) – Replace “certified” with “with a curriculum approved”

Section 4.13(K)(3) – Add after “vantage points, **“in order to approve the application”**”

Section 4.13(V) – Delete this section

Section 5.03(C)(3) – Move c & g to new section under the heading: “In addition, landscaping plans are subject to the following:” The remaining sections a, b, d, e, & f, shall be under the heading: “Landscaping plans shall emphasize the following:”

Section 5.06(D)(7) – “The PUD shall result in no greater burden on present and planned municipal services and facilities than would result from traditional development of the parcel **with the same number of units as proposed in the PUD.**”

Section 5.07 New Section - “Development Envelopes approved under this section shall remain effective until such time as amended by the DRB after a new hearing.”

Section 7.02 – Remove definition for “Heavy Industry”

Change definition for “Light Industry” to “**Light Industry** - The manufacture of relatively small articles (computer parts as opposed to girders), using small amounts of raw materials and resulting in limited impacts on the environment.”

Change - “**Wireless Telecommunication Facility** - Any tower or other support structure, including antennae, that will extend 20 or more feet vertically, and any accompanying structure, building, access road, service utility or equipment that broadcasts or receives ~~radio~~ **electromagnetic** frequency waves carrying **FCC licensed** Wireless Telecommunication Services.”

Dechert will supply the NPC with a clean copy of the zoning ordinance with all of the changes discussed in the past couple of meetings, so that the Commission can vote to approve the final version at the next meeting and send it to the Selectboard.

5. Town Plan

An RFQ has been distributed to consultants for assistance with the preparation of a town plan. Responses are due back by September 4.

A letter to town boards and committees was approved and will be sent next week.

6. Minutes - The minutes of 7-12-07 & 7-26-07 will be reviewed at the next meeting.

7. New Business – Meeting start time: There was discussion about the start time for meetings since some members have difficulty getting there by 6:30 pm. Since the Zoning Ordinance is done, a motion was made to begin PC meetings at 7:00 pm hereafter and still end them at 9:30 pm. Vote 4-1 (McGrew abstained). Dechert will send all members an email to let them know of the time change for the next meeting.

The next meeting is scheduled for:
Thursday, August 23 – 7:00 p.m.

8. *Adjournment* - 9:55 p.m.

Phil Dechert

APPROVED 8-23-07