

NORWICH PLANNING COMMISSION
Meeting Minutes

Thursday, April 12, 2018, Tracy Hall

Regular Meeting

Members Present: Goodrich, Brien, Lubell, Thoms, Brink, Allen, Horwitz (via Phone)

Members Absent: **Clerk:** Phil Dechert

Others: Linda Gray, Troy McBride, Suzanne Leiter, Jonathan Teller-Elsberg, John Pepper, Linda Cook

Jeff Goodrich, Chair, called the meeting to order at 6:32 PM.

1. **Approve Agenda** – Approved as amended – Move #6 to before #5
2. **Comments from the Public** - None
3. **Minutes** – 3-8-18 – Approved without changes
4. **Announcements, Reports, Updates & Correspondence**
 - a. Correspondence
 - i. Email from Claudette Brochu 1-26-18 with response from Phil Dechert 1-29-18 regarding Affordable Housing Options
 1. Received an email from Claudette Brochu with information from Phil Dechert on responding to question on potential Affordable Housing Sites.
 - b. Updates
 - i. No change in Planning Commission Regular Meeting Schedule except meetings to start at 6:30 PM
 - ii. Draft Town Plan: John Pepper, Chair of the Selectboard, reported on the status of the Draft Town Plan under review by the Selectboard. The Selectboard intends to have the process of Revisions, Hearings and Adoption complete by December, 2018.
5. **Norwich Fire District Solar Project (Moved from #7 on Agenda)**
 - a. Preferred Siting Designation under Rule 5.100:
 - i. Reviewed proposed application and letter to Public Service Board supporting Norwich Technologies, Inc. project at 635 Route 5 North and designating the Project location as a “preferred Site”.
 - ii. The letter of support was modified by ending the second sentence at “proposed project” and adding the word “siting”. The revised letter was approved 7-0. It will be forwarded to the Energy Committee and Selectboard.
6. **Update and Adopt By-Laws of the Norwich Planning Commission,**
 - a. April 9, 2018 Draft
 - i. Proposed changes to the Bylaws were reviewed. Attachments to be included with the Bylaws are the State Open Meeting Law Statute and the Town of Norwich Conflict of Interest Policy (8-23-17). Revised Bylaws and attachments were approved (7-0, Motion by Allen, Seconded by Brink).

- b. Town of Norwich Conflict of Interest Policy (8-23-17)
 - i. Goodrich discussed the Town of Norwich Conflict of Interest Policy and how it impacts the Planning Commission discussions and projects. The Planning Commission is a policy board and usually does not review specific projects.
 - ii. It is important for members to disclose any potential conflict of interest related to board discussions and decisions.
7. **Report on the Affordable Housing Listening Sessions – Lubell**
 - i. Lubell updated the commission on the affordable housing listening sessions. The next sessions are tentatively scheduled for Saturday, May 5th and Tuesday, May 8th
8. **Zoning Regulations Amendment Plan**
 - a. Flood/River Section Draft – 4-9-18
 - i. Draft from the Consultant was distributed and discussed in general terms.
 - ii. The Draft will be reviewed at a future meeting.
9. **Other Business**
10. **Future Meeting Schedule & Agendas**
 - a. Thursday, April 26, 2018
 - b. Zoning Regulations – Flood/River Section Draft by Consultant
11. **Comments from the Public - None**

Adjournment – 7:46 PM

Phil Dechert, Clerk

APPROVED 4/26/18

Future Meetings:

Thursday, April 26, 2018 – Regular Meeting @ 6:30 PM

Thursday, May 10, 2018 – Regular Meeting @ 6:30 PM

Planning Commission Agendas & Minutes available at: <http://norwich.vt.us/planning-commission/>