

NORWICH PLANNING COMMISSION

Meeting Minutes

Thursday, April 27, 2006

Tracy Hall - Meeting Room

Members Present: Daniel Johnson, Adele Fulton, Tom Gray (arriving 6:40), Ralph Hybels (arriving 6:40, leaving 8:30), Jaye Pershing Johnson, Jeffrey Mathias, Lynn McGrew, Alison McRee, Stuart Richards

Staff: Phil Dechert

Public: Alison May, Richard Stucker, Mary Ann Hankel, Jack Harned

The Chair called the meeting to order at 6:35 p.m.

1. *Approve Agenda* -

6:30 - 6:45

Procedure: Executive Session added after #6 at 9:00. Discussion of PUD criteria added as part of #4 or #6. Proposed Private Driveway Regulations added to Future Agenda Items. The amended agenda was approved by unanimous consent.

2. *Comments from the Public* - none at this time, but contributed during the town plan data research presentation.

3. *Announcements & Correspondence* - The letter from the Norwich Conservation Commission was received. The Chair will invite NCC members to join the PC in discussing protection of fragile features. J. Johnson attended the Upper Valley Citizens Planning Conference where information was presented on innovative sewage systems. T. Gray asked whether the information could be made available in digital form. L. McGrew indicated that there was much information on all types of sewage systems in the Tracy Hall Library that had been assembled by the Sewer Committee.

4. *Zoning Regulation Revisions* -

6:45 - 7:15

Revisions of Draft Zoning -

Section 5.5 - PUD - Affordable Housing Definitions

Concerns regarding the state's definition of affordable housing and how it could be defined in the zoning regulations continued. An issue emerged as to the ability to receive grants dependent on the definition used in the town plan and zoning. R. Hybels volunteered to contact VHFA and Housing Vermont by next meeting to discuss what may be done concerning the definition of affordable housing so as to make sure there are no obstacles to obtaining future grants.

Continue review at Section 6.1 (H) - put off until NCC members present

5. *Town Plan - Data Research*

7:15 - 8:15

Meet with Doug Kennedy to review draft

Doug Kennedy distributed and discussed his draft titled "Incomplete Draft Norwich Data Collection", April 25, 2006. P. Dechert recorded notes and comments for incorporation into the final draft. PC members were asked to e-mail P. Dechert any other comments ASAP so they may be incorporated into the final draft scheduled to be presented at the May 11 meeting.

R. Hybels left at 8:30 p.m.

Procedure: The Chair received unanimous consent for a break at 9:00 p.m.

Procedure: The Chair called the meeting back to order at 9:06 p.m.

Due to the time item #6 was delayed so as to go into executive session.

Procedure: Motion by A. McRee to go into Executive Session for the purpose of discussing personnel review. Second by S. Richards. **Passed unanimous.**

The PC entered executive session at 9:07 p.m.

Procedure: Motion by A. Fulton to close Executive Session and return to meeting. Second by T. Gray. **Passed unanimous.**

The PC returned from executive session at 9:40 p.m.

6. *Zoning Regulation Revisions - Continue # 4*

8:15 - 9:15 (delayed)

Some of the criteria of PUDs were discussed including consistency with protections found in the subdivision regulations and limitations as to the total number of units comprising a PUD and subdivision and the maximum number of units in any one building.

Action: Motion by A. Fulton to amend 5.5 (D) (3) by adding to the end prior to the period: “,as described in Section 3.3 of Article 3 of the Norwich Subdivision regulations”. Second by J. Mathias. **Passed 6-0-2** (For: D. Johnson, A. Fulton, T. Gray, J. Johnson, J. Mathias, S. Richards; Abstaining: L. McGrew, A. McRee).

7. *Minutes - 4/13/06*

9:15 - 9:25 - delayed until next meeting

8. *Future Agenda Items & Schedule*

Survey 2005 analysis by consultant

Huntley Meadow - use of private funds for town development

Regulation of development by the Town of Norwich

Proposed Private Driveway Regulations

Town Plan Subcommittee schedule, budget and subcommittee responsibilities

Future Meetings:

Thursday, May 11 - 6:30 PM Regular Meeting - Final Draft from Doug Kennedy

Thursday, May 25 - 6:30 PM Regular Meeting

Thursday, June 8 - 6:30 PM Regular Meeting

9. *Comments from the Public - none*

10. *Adjournment -*

9:30 (delayed)

S. Richards was thanked by the members for his contributions and service to the Planning Commission.

Procedure: Motion by D. Johnson to adjourn. Second by A. McRee. **Passed 6-0-2** (Abstaining: S. Richards, J. Mathias)

The meeting adjourned at 10:00 p.m.

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

Approved: May 11, 2006

Jeffrey D. Mathias, clerk, planning commission