

NORWICH PLANNING COMMISSION
Meeting Minutes

Thursday, June 14, 2018, Tracy Hall

Regular Meeting

Members Present: Jaci Allen, Susan Brink, Jeffrey Lubell, Steve Thoms, Melissa Horwitz (Clerk), Chris Brien, Jeff Goodrich

Members absent:

Members of the Public: Linda Cook, Herb Durfee (first hour)

Jaci Allen, Chair, called the meeting to order at 6:29 PM.

1. **Agenda** – Approved by Consensus
2. **Meeting Topic and Goals**
 - a. Gather input on the process for developing the Town Plan amendments
 - b. Finalize schedule/program for first Affordable Housing education session.
3. **Comments from the Public** –
 - a. None
4. **Minutes** – 5-10-18 – Approved without changes
5. **Announcements, Reports, Updates & Correspondence**
 - a. Correspondence
 - i. Email from Stuart Richards re: Norwich Town Plan Suggested Revisions, 6-7-18
 - b. Announcements
 - i. Herb Durfee announced that the new Town Planner will start on July 9
 - c. Updates
 - i. Goodrich provided an update on TRORC and suggested the town engage more of their services to increase efficiency.
 - ii. Lubell provided an update on the Affordable Housing Committee and suggested they could play an important role in the upcoming education sessions.
6. **Report on 6-10-18 Selectboard Draft Town Plan Public Hearing – Allen**
 - a. Commission members discussed feedback from the 2nd public hearing and additional amendments to the Draft Town Plan approved by the Selectboard on 6-10-18. Group discussed a Planning Commission letter on the amended Town Plan that's due to the Selectboard before the next hearing on 6-28-18. Commission agreed to meet on June 26th at 6:30 p.m. to approve a letter to the Selectboard.
 - b. A discussion on the development process for the next version of the town plan was introduced, and will continue at future meetings. A draft postcard to solicit feedback on town priorities was reviewed. Revisions will be discussed at the 6-26-18 meeting.

7. Report on schedule/programs for Affordable Housing education series – Lubell

- a. Commission discussed a proposal for the first Affordable Housing Education Sessions and agreed a focus on potential solutions would be most responsive to recent public feedback. The group concurred on the first three topics:
 - i. Government subsidy options for affordable housing
 - ii. Private market challenges for building Norwich affordable housing
 - iii. Accessory dwelling units
- b. Lubell will present an outline with proposed speakers and a schedule at the next Planning Commission meeting on 6-26-18. Group agreed to announce the education series early and issue reports summarizing content and public feedback.

8. Other Business

- a. None

9. Future Meeting Schedule & Agendas

- a. 6-26-18, 6:30 Special Meeting (change from Regular Meeting date of 6-28-18)
 - i. Planning Commission letter on the amended Town Plan to the Selectboard
 - ii. Revisions to the draft postcard on town priorities

10. Comments from the Public**Adjournment at 8:03**

Melissa Horwitz, Clerk

APPROVED 6-26-18

Future Meetings:

Thursday, June 26th, 6:30PM Special Meeting

Thursday, June 28th, 6:30PM No Regular Meeting Changed to 6-26-18

Thursday, July 12th, 6:30pm Regular Meeting

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