

DRAFT Minutes of Planning Commission Meeting October 20, 2014

Roll Call: 7:03 pm

Planning Commissioners present were Supplee, Jeffrey, Donahue and Dollenmaier. Michele Braun was present as Clerk.

Members of the Public Present:

David Magida – *Norwich University*

Brad McKay – *Norwich University*

Ron Lyon – *Dubois & King*

Bernard Byrne – *857 S. Main St., Northfield*

Mary Comiskey – *857 S. Main St, Northfield*

Approval of Minutes

Supplee moved to approve the minutes of Meeting 14-09, September 25, 2014; Dollenmaier seconded the motion. **The motion passed 4-0-0.**

Site Plans

David DeFelice has applied to construct a historical monument on the property of DG Strategic at 108 North Main Street. The proposed monument consists of two stone pillars supporting a steel I-beam holding a large block-and-tackle, with a plaque describing the site's industrial history. The size is approximately 10' high, 10' wide, and 2' deep.

The application was incomplete – lacking landowner's signature – was not considered.

Norwich University has applied to renovate and expand Kreitzberg Library. Alterations include enlarging and enclosing the entry portico, opening up and creating new interior spaces, and adding a café.

Magida – majority of renovations are interior, to bring to 21st century tech standards, better services for students. He showed existing condition photos and future rendering.

Ron Lyon – no change to traffic circulation or parking – no change in users. Patio with seating areas added to portico, walkway realigned, on light post moved, one light post added, some minimal planting – few maple trees. Not a lot of impact.

Neighbors – only concern was additional lighting – problematic in winter.

Public hearing closed at 7:13 pm.

Donahue moved to approve the motion, Dollenmaier seconded the motion. **The motion passed 4-0-0.**

Signs:

Cumberland Farms, Inc, at 706 North Main Street, has applied to replace their primary gas price sign with a changeable LED sign of the same size, and to replace the gas pump topper price signs with Smart Pay LED pump toppers.

Donahue moved to approve with conditions:

1. Total signage must not exceed 150 square feet
2. LED messages must not alternate more frequently than every 8 seconds
3. P.C. reserves the right to request that the brightness level of the signs be adjusted.

Supplee seconded the motion. **The motion passed 4-0-0.**

[Supplee left the meeting at 7:30]

Other Business:

- A special meeting will be held November 4, 2014 to discuss zoning regs revision.
- Discussion of Brownfields Area-Wide Planning project
- Discussion of whether/how to regulate uses like Airbnb

Dollenmaier moved to adjourn. **The motion passed 3-0-0.**

Adjournment: 7:43 pm

These minutes are subject to change at the next regular meeting; however, they are substantially correct.