

**VILLAGE OF ESSEX JUNCTION
PLANNING COMMISSION
MINUTES OF MEETING
August 6, 2009**

MEMBERS PRESENT: Mark Thibeault (Chairman); Diane Clemens, Andrew Boutin, Dan Kerin, John Alden, Aaron Martin, Liza Kilcoyne.
ADMINISTRATION: Robin Pierce, Development Director.

1. CALL TO ORDER and AUDIENCE FOR VISITORS

Chairman Mark Thibeault called the meeting to order at 7 p.m. There were no comments from the public.

2. ADDITIONS/AMENDMENTS TO AGENDA

None.

3. MINUTES

July 16, 2009

MOTION by Liza Kilcoyne, SECOND by John Alden, to approve the 7/16/09 minutes as written. VOTING: unanimous (6-0)[Andrew Boutin not present for vote]; motion carried.

June 4, 2009

MOTION by Liza Kilcoyne, SECOND by Dan Kerin, to approve the June 4, 2009 minutes with the following correction:

Page 3, MOTION – delete the duplicate motion and in the remaining motion remove the words “to approve site plan application”.

VOTING: unanimous (7-0); motion carried.

4. REVIEW/SIGN ETHICS POLICY

The Planning Commission reviewed and signed the Essex Junction Ethics Policy.

5. ELECTIONS

Chair

MOTION by Andrew Boutin, SECOND by Liza Kilcoyne, to nominate and elect Mark Thibeault as Chair of the Essex Junction Planning Commission. VOTING: unanimous (7-0); motion carried.

Vice Chair

MOTION by Liza Kilcoyne, SECOND by John Alden, to nominate and elect Diane Clemens as Vice Chair of the Essex Junction Planning Commission. VOTING: unanimous (7-0); motion carried.

6. PUBLIC MEETING/PUBLIC HEARING

Individuals to give testimony on applications before the Planning Commission were sworn in.

Sketch Plan and Final Plan for a two lot subdivision at 8 Red Barn Road in the R-2 District by Thomas and Laura Valley, owners

Doug Henson with Lamoureux Dickinson appeared on behalf of the application.

APPLICANT COMMENTS

Mr. Henson explained the property at 8 Red Barn Road fronts Lincoln Street and St. James Place. Tom and Laura Valley purchased the property and want to subdivide the lot. The back portion with the red barn will become part of the Willey Family, LLC which will be established after approval of the subdivision. The LLC will also have ownership of the parcel between St. James Place and the cemetery. The Valley lot has a dwelling and pool. No change is anticipated to the lot with the red barn and other outbuildings. Presently the structures are used for storage of old farm equipment and such from when the property was an operating dairy farm. There is power to the barn, but no water or sewer service. The driveway to the Valley's lot is off Lincoln Street and shared with the other dwellings on the site. The driveway is presently graveled. There are no plans at this time to pave the driveway.

Robin Pierce noted the driveway easement will be formalized. Mark Thibeault spoke in support of paving the driveway eventually. There was discussion of the number of dwelling units being served by the driveway (four houses). Dave Willey, 5 Red Barn Road, stated the road was named "Red Barn Road" for E-911 purposes.

Andrew Boutin asked about the three sheds mentioned in the letter from Doug Henson. Mr. Henson explained the third shed is a small 8'x 8' structure which is shown on the site plan, but not labeled because it is so small. John Alden pointed out the driveway is shown going to a dwelling, but the structure is not shown on the site plan. Mr. Henson stated the house is not on the subject property. Mr. Henson agreed to show the house on the site plan and to label the small shed structure.

STAFF REPORT

The Planning Commission received a written staff report on the application, dated 8/6/09. Robin Pierce noted a waiver for the requirement of frontage on a public street is needed. Liza Kilcoyne suggested staff further research the issue of private driveway and private street. Mark Thibeault pointed out the Code allows the Planning Commission to approve a private street as part of a planned unit development. The private street must have the same detail as a public street (built to public street standard). John Alden observed the entire block of property is owned by one family (Willey) and the application is basically separating out the 'non-living' parcel as its own lot.

Robin Pierce reviewed the proposed stipulations in the staff report which pertain to no additional houses built on lot #2 without an application, waiver of the road frontage requirement, confirming there are no structures in the setbacks, and providing satisfactory

easement documents for the land records. Mark Thibeault suggested any change in use on the lot with the barn should require further review by the Planning Commission.

There was discussion of accessing two lots from St. James Place. Mark Thibeault referred to the large gravel area at the end of the driveway, noting if the driveway must be built to village standards it is likely this area will have to be removed. Doug Henson stated the issue of building the driveway to public road standard which is very costly needs to be discussed with the property owner before proceeding.

PUBLIC COMMENT

Lynn Willey, 5 Red Barn Road, explained the only change is a change in ownership of the barn area. The lot will not be used for anything different from what is there now. The Willey family plans to create an LLC. The property has been owned by the Willey family since 1920.

There were no further comments.

DELIBERATION/DECISION

Sketch and Final Plan, Two Lot Subdivision, 8 Red Barn Road, Valley

MOTION by Mark Thibeault, SECOND by Liza Kilcoyne, to table the application for a two lot subdivision at 8 Red Barn Road by Thomas and Laura Valley pending further research and information. VOTING: unanimous (7-0); motion carried.

7. OTHER PLANNING COMMISSION ITEMS

None.

8. ADJOURNMENT

MOTION by Mark Thibeault, SECOND by John Alden, to adjourn the meeting. VOTING: unanimous (7-0); motion carried.

The meeting was adjourned at 7:50 p.m.

RScty: M.E.Riordan