

**VILLAGE OF ESSEX JUNCTION
PLANNING COMMISSION
MINUTES OF MEETING
October 20, 2011**

MEMBERS PRESENT: Liza Kilcoyne (Chairman); Diane Clemens, Aaron Martin, John Alden, Nick Meyer, David Nistico. (Andrew Boutin was absent.)

ADMINISTRATION: Robin Pierce, Developer Director.

OTHERS PRESENT: George Dunbar, III

AGENDA:

1. Call to Order
2. Audience for Visitors
3. Additions/Amendments to Agenda
4. Approval of Minutes
5. Public Meeting
 - Draft Ordinances
6. Other Planning Commission Items
7. Adjournment

1. CALL TO ORDER and AUDIENCE FOR VISITORS

Liza Kilcoyne called the meeting to order at 4:30 p.m. There were no comments from the audience.

2. ADDITIONS/AMENDMENTS TO AGENDA

Discussion of proposed windows for 8 Railroad Avenue.

3. MINUTES

October 6, 2011

MOTION by Diane Clemens, SECOND by Aaron Martin, to approve the 10/06/11 minutes.

VOTING: 6 ayes; motion carried.

4. PUBLIC MEETING

Discussion of double hung (one over one) windows for 8 Railroad Avenue. The Commission felt that they would like to see an example of the proposed windows including details of the trim pieces that will make the transition from the window to the brick. The building is in an historic district and the window treatment is important. There will also be a need to show the detailing and trim for the windows that will be installed in the clapboard siding portion of the building. The material that the windows will be constructed from was discussed. Wood, clad wood and vinyl (the applicants preferred choice) were discussed. The upper levels were considered a better place for vinyl windows. The entry level windows, doors etc., will need special attention to detail. The PC was unanimous in their conclusion that these (first floor) windows etc., would not be an appropriate place to use vinyl.

It was decided that the applicant should present a proposed mockup of the vinyl windows with brick and trim to the Planning Commission at their next scheduled meeting to have a discussion and decision on the best way to move forward.

Work Session: Draft Ordinances

Discussion of draft Ordinances on; Chickens, Trash and Noxious Weeds, Dangerous Buildings and Vacant property. The PC felt that a Committee to hear appeals to any Village violation notice was a good idea. It was suggested that this Committee could adjudicate over all three Ordinances if they (the ordinances) are enacted by the Trustees. The composition of the Committee could be; one Trustee, one PC member, one ZBA member and two at large residents.

Chicken Ordinance.

After discussion one change was suggested: Sec 110 add "or composted" at the end of the fourth sentence.

Vacant Buildings and Structures and Dangerous property Ordinance

There was discussion of the Burlington Ordinance and the PC decided to stay with the current draft put together by the Village. There was general agreement on the structure of the draft. However, some felt that the fine schedule was high. Robin pointed out that is a progressive fine and the hope was that people would adhere to the requirements of the Ordinance, in other words be neighborly, and therefore the Ordinance, in fact all the Ordinances, would be in place and used in a worst case scenario situation where owners could not be persuaded to respect their and neighbors property by keeping buildings and grounds in a clean and safe condition.

Noxious Weeds and Litter Control Ordinance.

A definition of Junk provided by Diane should be included in the document. An appeals period should be included in the document that is the same as the appeals period in the proposed Building Ordinance. The PC felt that the grass cutting portion was too stringent and that people should be required to cut their grass on two occasions; the third week of May and then again no later than October 31st. Aaron suggested that a web link should be sent to the Trustees on green landscaping <http://www.epa.gov/greenacres/weedlaws/JMLR.html>. George Dunbar III pointed out that there was Village owned land, for example a stream behind his house where the ground cover was higher than the draft ordinance proposed. Robin Pierce pointed out that the Village had made a decision to manage such sections of land as natural as possible and was thus part of a managed landscape plan. The draft ordinance was related, in the main, to lawns.

5. OTHER PLANNING COMMISSION ITEMS

None.

6. ADJOURNMENT

MOTION by Aaron Martin, SECOND by John Alden, to adjourn the meeting. VOTING: 6 ayes; motion carried.

The meeting was adjourned at 6:15 p.m.

Minutes respectfully submitted by Robin Pierce, Development Director