

**VILLAGE OF ESSEX JUNCTION  
PLANNING COMMISSION  
MINUTES OF MEETING  
June 19, 2014**

**MEMBERS PRESENT:** Diane Clemens (Chairwoman); Nick Meyer, Aaron Martin, Amber Thibeault, David Nistico. (John Alden and Andrew Boutin were absent.)

**ADMINISTRATION:** Robin Pierce, Development Director.

**OTHERS PRESENT:** Greg Morgan, Chris Kesler, Paul O'Leary, Esther Lotz, John Stawinski.

- AGENDA:**
1. Call to Order
  2. Audience for Visitors
  3. Additions/Amendments to the Agenda
  4. Public Hearing
    - Site Plan, Change of Use, Residential to Professional Office, 56 Main Street, Logic Properties/Chris Kesler, agent for John Stawinski
  5. Other Planning Commission Items
  6. Adjournment
- 

**1. CALL TO ORDER**

Chairwoman Diane Clemens called the meeting to order at 6 PM and noted John Alden recused himself from review of the application for 56 Main Street and did not attend the meeting.

**2. AUDIENCE FOR VISITORS**

None.

**3. ADDITIONS/AMENDMENTS TO THE AGENDA**

None.

**4. PUBLIC HEARING**

**Site Plan for change of use from four residential units to professional office at 56 Main Street in the RO District by Logic Properties/Chris Kesler, agent for John Stawinski, owner**

Paul O'Leary, Chris Kesler, and John Stawinski appeared on behalf of the application.

**STAFF REPORT**

The Planning Commission received a written staff report on the application, dated 6/19/14. Robin Pierce stated the application needs zoning approval which can be done administratively (Zoning Board Chairman, Tom Weaver, concurred with this). The proposal before the Planning Commission for 56 Main Street shows more landscaping than prior proposals. Renovations will be done to the interior of the building to accommodate a web development/design company that will employ local people. Outside changes to the building are not proposed.

## APPLICANT COMMENTS

Paul O'Leary reviewed some of the plantings in the current landscape plan. Logic Properties anticipates having six or seven employees at the site. There is adequate parking. In the winter, snow will be removed from the site if there is no room for storage.

There was brief discussion of the wooden access ramp. Nick Meyer suggested foundation plantings by the ramp. Robin Pierce mentioned having an electronic lift by the door for accessibility rather than a ramp.

## PUBLIC COMMENT

Greg Morgan, village resident and representing the Essex Economic Development Committee, spoke in support of the use on the property, adding the tech company is well known in the county as a web design firm. The location is close to the downtown and will bring people in who need services.

There were no further comments.

**MOTION by Nick Meyer, SECOND by Aaron Martin, to close the public portion of the application by Chris Kesler/John Stawinski for professional office space at 56 Main Street. VOTING: unanimous (5-0); motion carried.**

## DELIBERATION/DECISION

Site Plan for change of use from four residential units to professional office at 56 Main Street in the RO District by Logic Properties/Chris Kesler, agent for John Stawinski, owner

**MOTION by Aaron Martin, SECOND by David Nistico, to approve the site plan for a change of use at 56 Main Street from residential to professional office by Chris Kesler/John Stawinski with the following conditions:**

1. All staff comments shall be addressed and satisfied prior to any permits being issued.
2. The applicant shall provide accessible parking spaces per the village Land Development Code.
3. All work shall comply with the village Land Development Code.
4. All exterior light fixtures shall be dark sky compliant.
5. An ADA compliant access ramp (or electric lift at the entrance door) shall be installed from the parking area to the entrance to the building.
6. There shall be foundation plantings around the access ramp as directed by staff.

**VOTING: unanimous (5-0); motion carried.**

**5. OTHER PLANNING COMMISSION ITEMS***Comprehensive Plan*

Robin Pierce reported the Board of Trustees had a suggested change to the comprehensive plan. Mr. Pierce advised the Planning Commission to approve the plan as

proposed and forward to the Trustees for public hearing. Amendments can be noted at the Trustees public hearing.

**6. ADJOURNMENT**

**MOTION by Amber Thibeault, SECOND by Aaron Martin, to adjourn the meeting. VOTING: unanimous (5-0); motion carried.**

The meeting adjourned at 6:18 PM.

Rcdg Scty: MERiordan

