

**VILLAGE OF ESSEX JUNCTION  
PLANNING COMMISSION**

**MAY 7, 2015**

**AGENDA**

**6:00 P.M.**

- I. Audience for Visitors**
  
- II. Additions or Amendments to Agenda**
  
- III. Minutes**
  - A. Regular Meeting – April 2, 2015
  
- IV. Work Session – Updates for Land Development Code**
  - A. Update Stormwater/Wastewater and other State mandated changes
  - B. Density bonuses for roof gardens and roof solar panels
  
- V. Other Planning Commission Items**
  
- VI. Adjournment**

This meeting will be held at the Essex Junction municipal building at 2 Lincoln St., Essex Jct., VT. Reasonable accommodations will be provided upon request to the Village, 878-6950, to assure that Village meetings are accessible to all individuals regardless of disability.

**VILLAGE OF ESSEX JUNCTION  
PLANNING COMMISSION  
MINUTES OF MEETING  
May 7, 2015**

**MEMBERS PRESENT:** David Nistico (Chairman); Diane Clemens, Andrew Boutin, Amber Thibeault, Nick Meyer. (John Alden was absent.)

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

**OTHERS PRESENT:** Joe Weith.

- AGENDA:**
1. Call to Order
  2. Audience for Visitors
  3. Additions/Amendments to the Agenda
  4. Minutes
  5. Work Session: Land Development Code Update
    - Update Storm Water/Waste Water and other state mandated changes
    - Density Bonus for Roof Gardens and Roof Solar Panels
  6. Other Planning Commission Items
  7. Adjournment
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**1. CALL TO ORDER**

Chairman David Nistico called the meeting to order at 6 PM.

**2. AUDIENCE FOR VISITORS**

None.

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

There were no changes to the agenda.

**4. MINUTES**

*April 2, 2015*

**MOTION by Amber Thibeault, SECOND by Diane Clemens, to approve the 4/2/15 minutes as written. VOTING: unanimous (5-0); motion carried.**

**5. WORK SESSION: Land Development Code Update**

Robin Pierce noted the following:

- There are storm water and waste water state mandates that need to be incorporated into the Land Development Code (LDC).
- Staff is seeking assistance from Regional Planning on the code update. If that is not forthcoming staff will search for other assistance, such as a graduate intern.
- There are other state mandates that must be added to the LDC.
- Staff is suggesting the Planning Commission consider including a density bonus for roof gardens or roof solar panels in the LCD to encourage this type of development and to potentially hide any roof top condensers and such. There are different ways to ensure the type of building architecture that is wanted.

- Staff suggests “Massage Therapist” be a conditional use. A definition can be added to the LDC as a stand-alone category rather than have it qualify under the “personal services” category as presently happens.

There was brief discussion of solar installations. Nick Meyer noted the legislature is considering buffers for solar projects. The legislation would require solar farms of a certain size to be screened from neighbors and roads.

Beginning with the first meeting in June, the Planning Commission will hold a work session once a month to update the LDC which will be done chapter by chapter. Prior to the work session members will review the chapter(s) and email any suggested changes to staff for discussion at the next meeting. A Word version of the LCD with track changes will be emailed. Suggestions with the update include:

- Take into consideration other plans for the village, such as the bike/walk plan or the rec department plan. Village committees should also review the material.
- A checklist for a complete application should be included in the LCD so all are informed and the process is transparent. An outline of the review process should also be included.
- The schematic of the existing Village Center District concept which was produced graphically by Julie Campoli should be included in the LDC.
- An larger version of the Village Center District (i.e. map) should be included in the LDC so people know where the area is located.
- Consideration should be given to requiring public spaces for people to gather, such as art spaces or small groves of trees, with development proposals.
- Definitions are needed for “emergency access” and “zero lot line”.
- Language is needed about existing trees being protected from their drip line in during construction.
- The list of plant species needs to be updated in the landscape section of the LDC. The Tree Advisory Committee could provide input.
- Parking requirements in residential areas and parking on the grass should be better addressed. Enforcement of parking may be more effective with an ordinance. The LDC should not conflict with any ordinances.

The first work session on June 4, 2015 will cover Chapters 1 through 4 of the LDC.

## **6. OTHER PLANNING COMMISSION ITEMS**

### *Upcoming Applications*

Staff reported applications for Summit Street School, Maple Street Park, and 81 Main Street are anticipated.

### *Update on Projects*

- The multi-use path will go to bid next year (2016).
- There has been mention of senior housing as part of the development on the Handy property on Park Street (former Poon property).
- Diane felt that the buildings in the Autumn Pond project are very impressive. She felt that the new development is nice.

- Post Office Square will use planters rather than plant trees on the site.

*Committee Membership*

David Nistico announced Amber Thibeault joined the Capital Program Review Committee.

*Next Meeting*

Work session: June 4, 2015 at 6 PM to cover Chapters 1-4 of the LDC.

**7. ADJOURNMENT**

**MOTION by Nick Meyer, SECOND by Diane Clemens, to adjourn the meeting.**

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

The meeting adjourned at 6:40 PM.

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