

**VILLAGE OF ESSEX JUNCTION
PLANNING COMMISSION
SEPTEMBER 17, 2015
AGENDA
6:00 P.M.**

- I. Audience for Visitors**
- II. Additions or Amendments to Agenda**
- III. Minutes**
 - A. Regular Meeting – September 3, 2015
- IV. Work Session – Updates for Land Development Code**
 - A. Chapter 7: General Development Standards
- 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
September 17, 2015**

- MEMBERS PRESENT:** David Nistico (Chairman); John Alden, Diane Clemens, Amber Thibeault, Joe Weith. (Nick Meyer and Andrew Boutin were absent.)
- ADMINISTRATION:** Robin Pierce, Development Director; Will Hayden, intern.
- OTHERS PRESENT:** Wayne Beebe.
- AGENDA:**
1. Call to Order
 2. Audience for Visitors
 3. Additions/Amendments to the Agenda
 4. Minutes
 5. Work Session: LDC Update, Chapter 7
 6. Other Planning Commission Items
 7. Adjournment
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1. CALL TO ORDER

Chairman David Nistico called the meeting to order at 6:04 PM. There were no announcements.

2. AUDIENCE FOR VISITORS

Wayne Beebe, Wilkinson Drive, clarified the minutes from 9/3/15 stated the lights at the hockey rink in his neighbor's backyard are now shielded is not accurate because it is not known what the neighbor will do to address lighting. The two issues were hockey pucks hitting the house and lighting. Robin Pierce gave an update on the situation, noting the property owner agreed to have low to the ground LED lights on one side of the rink only and shooting of hockey pucks will be away from the neighbor's house.

3. ADDITIONS/AMENDMENTS TO THE AGENDA

Add: Review of updates in Chapters 1-6 of the LDC.

4. MINUTES

September 3, 2015

MOTION by John Alden, SECOND by Amber Thibeault, to approve the 9/3/15 minutes with the following correction(s)/clarification(s):

Page 1, Audience, 1st paragraph – delete the sentence reading: “The lighting with the neighbor’s rink has been addressed (the lights are now shielded).”

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

5. WORK SESSION: LDC UPDATE, Chapter 7

The Planning Commission reviewed revisions to Chapters 1-6 of the LDC, noting the following:

- Chapter 2, Section 201.E.6 and 12 and 19 – the conditional statements were clarified.

- Chapter 3, Section 302 – the items needing legal opinions will be done as a group.
- Staff will send out copies of the revised chapters.
- John Alden will send the ongoing list of comments/suggestions that has been compiled over time for consideration by the Planning Commission
- Diane Clemens mentioned the Planning Commission needs to consider the matter of drones flying in the village.

There was brief discussion of getting more people involved in planning events held in the community.

The Planning Commission continued review of Chapter 7 of the Land Development Code and made the following revisions/comments:

- Ensure proper capitalization, spelling, spacing, and formatting throughout the document.
- Section 704.B (lighting general standards) – add “All light fixtures shall be hooded or shielded and downward directed at 60 degrees to horizontal unless otherwise approved and shall have concealed light sources.” Also, all exterior lighting should be dark sky compliant. Staff will provide suggested language and a definition of “dark sky compliant” and include examples Lighting standards should be referenced in Section 704.B. [There was discussion of enforcement of lighting per the LDC.]
- Section 704.C (review of lighting plan) – make necessary format, grammar, and spacing corrections to the text.
- Section 704.D.5 – rewrite to read: “Energy efficient lighting such as LED shall be used. Special alternatives may be approved by the Planning Commission upon determination that the purposes of Section 704 (parking lot illumination) are achieved.”
- Section 704.E (illumination of building facades and landscaping) – delete “under unusual circumstances” in the first paragraph.
- Section 704.E.3 – delete “To the extent practicable lighting fixtures shall be directed downward.”
- Section 704.F (roadway lighting) – update to require current roadway lighting standards and replace each occurrence of “metal halide bulbs” with “energy efficient bulbs”.
- Section 705.C (commercial and industrial) – in the sentence reading: “The applicant must provide information...” replace “ten (10) feet” with “twelve (12) feet”.
- Section 705.D.7 (curb cuts general standards) – staff will add some standards for “unique circumstances” and “superior design”.
- Section 705.E.2 (alterations within public right-of-way) – make necessary format, grammar and spacing corrections to the text.
- Section 706.C.6.a (setback exceptions) - capitalize “Visibility Triangle”.
- Section 706.D (satellite dish antenna) – correct the spelling of “antenna” where necessary.
- Section 706.D.4 – add “(Zoning Board of Adjustment)” after “Board”.

- Section 706.K (tennis, basketball or volleyball court) – staff will draft language to address temporary structures such as backyard hockey rinks. The issue of hockey pucks going onto neighboring property will be covered in Section 718 (performance standards).

6. OTHER PLANNING COMMISSION ITEMS

Next Meeting

Next meeting: October 1, 2015 at 6 PM

Agenda: LDC Work Session (Chapter 7 beginning with Section 706.E – Residential Garages)

Revised LDC Chapters 1-6

Staff will send LDC Chapters 1-6 with the changes incorporated to the Planning Commission for the next work session.

7. ADJOURNMENT

MOTION by Amber Thibeault, SECOND by John Alden, to adjourn the meeting.

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

The meeting was adjourned at 7:56 PM.

Rcdg Scty: MERiordan

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