

**VILLAGE OF ESSEX JUNCTION
PLANNING COMMISSION
OCTOBER 1, 2015
AGENDA
6:00 P.M.**

- I. Audience for Visitors**
- II. Additions or Amendments to Agenda**
- III. Minutes**
 - A. Regular Meeting – September 17, 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
October 1, 2015**

MEMBERS PRESENT: John Alden, Diane Clemens, Amber Thibeault, Joe Weith, Nick Meyer, Andrew Boutin. (Dave Nistico was absent.)
ADMINISTRATION: Robin Pierce, Development Director; Will Hayden, intern.
OTHERS PRESENT: None.
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

1. CALL TO ORDER

In the absence of Chairman Nistico, John Alden called the meeting to order at 6 PM. There were no announcements.

2. AUDIENCE FOR VISITORS

None.

3. ADDITIONS/AMENDMENTS TO THE AGENDA

None.

4. MINUTES

September 17, 2015

MOTION by Amber Thibeault, SECOND by Diane Clemens, to approve the 9/17/15 minutes as written. VOTING: all ayes except 2 abstentions (Nick Meyer, Andrew Boutin); motion carried.

5. WORK SESSION: LDC UPDATE, Chapter 7

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 706.C.2 (setback exceptions, utilities) – there was discussion of utilities being underground as a requirement with new development and with redevelopment. The Planning Commission will have the ability to waive the requirement.
- Section 706.C.7 – change “handicapped ramps” to “accessible ramps”.
- Section 706.F – there was mention of inserting “chicken coops” into the section, however, there is a separate chicken ordinance.

- Section 706.J (dumpsters) – language is needed to say dumpsters will not be in view from off the property (i.e. screened from view from the public right-of-way or property line). Existing nonconforming dumpsters are the exception.
- Section 706.K – add “outdoor skating rink facilities”. There was discussion of a rink being a temporary structure and mention of language to address nuisances such as stray pucks or balls. Staff will contact VPA for suggested language.
- Section 706.H – Staff will contact VPA on suggested language for clothing drop boxes.
- Section 708.B.4 – insert schematics for screening of parking lots.
- Section 709.A.6 – change “dedicated to the town” to “dedicated to the village”.
- Section 711.B.1 (home occupations) – remove reference to attached or detached garage and simply say “garage”.
- Section 712 (open space) – change “grass” to “vegetative cover”.
- Section 713 – Water Quality Director will provide updated language for storm water.
- Section 714 – “sight triangle” relative to signs needs to be defined.
- Section 714.A.1.g & h – remove the quotation marks around ‘sandwich board signs’ and ‘special event signs and banners in the ROW’. There was discussion of temporary signs and when a permit is needed. It was noted enforcement of the sign ordinance is needed because many signs are out of compliance.
- Section 714.D.3 – The text should be nested under 714.D.2 and the remainder of the subsection renumbered accordingly.
- Section 714.D.5 – insert “square foot” after “thirty-two (32)”.
- Section 714.E.1 – change “714.D.3” to “714.D.2”.
- Section 714.E.2 – change “714.D.3” to “714.D.2”.
- Section 714.J.5 – insert the same language for screening from the public right-of-way as was done with dumpsters.
- Section 714.L.1.a & b – delete 714.L.1.b and change 714.L.1.a to read: “In all districts....”
- Section 715 – reference to Act 248 relative to telecommunications is needed.

6. OTHER PLANNING COMMISSION ITEMS

Next meeting: October 15, 2015 at 6 PM

Agenda: LDC Work Session (finish Chapter 7 starting at Section 717 – Family Care Facilities and begin Chapter 8)

7. ADJOURNMENT

MOTION by Amber Thibeault, SECOND by Joe Weith, to adjourn the meeting.

VOTING: unanimous (6-0); motion carried.

The meeting was adjourned at 7:42 PM.

Rcdg Scty: MERiordan

