

**VILLAGE OF ESSEX JUNCTION
PLANNING COMMISSION
OCTOBER 15, 2015
AGENDA
6:00 P.M.**

I. Audience for Visitors

II. Additions or Amendments to Agenda

III. Minutes

- A. Regular Meeting – October 1, 2015

IV. Work Session – Updates for Land Development Code

- A. Chapter 7: General Development Standards
- B. Chapter 8: Nonconformities

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 15, 2015**

MEMBERS PRESENT: John Alden, Amber Thibeault, Joe Weith, Nick Meyer. (Dave Nistico, Diane Clemens, and Andrew Boutin were 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, Chapters 7 & 8
6. Other Planning Commission Items
7. Adjournment

[Note: Minutes reflect the order of the published agenda.]

1. CALL TO ORDER

In the absence of Chairman Nistico, John Alden called the meeting to order at 6:14 PM. There were no announcements.

2. AUDIENCE FOR VISITORS

None.

3. ADDITIONS/AMENDMENTS TO THE AGENDA

None.

4. MINUTES

October 1, 2015

MOTION by Amber Thibeault, SECOND by Nick Meyer, to approve the 10/1/15 minutes as written. VOTING: unanimous (4-0); motion carried.

5. WORK SESSION: LDC UPDATE, Chapter 7 & Chapter 8

The Planning Commission completed review of Chapter 7 and Chapter 8 of the Land Development Code. The following revisions/comments were made:

- Ensure proper capitalization, spelling, spacing, and formatting throughout the document.
- Section 717 (daycare and family care facilities) – the language was changed to be consistent throughout.
- Section 718.B (performance standards, noise) – the comment from Diane Clemens regarding school nights and noise needs to be clarified. The fair has a separate noise agreement with the village.
- Section 718.G (visual impact) – staff will review the language and made a recommendation.
- Section 719 (landscape, tree planting requirements) – it was suggested a flowchart of the landscape process should be provided and it should be clear what the village wants to see

for landscaping and plantings, not just that 2% of the budget should be devoted to landscaping. Nick Meyer will work with staff on suggested changes to the landscape section.

- Section 719.C - clarification is needed on the street tree planting strategy. Benefits to the environment with shading from trees needs to be emphasized, not just screening.
- Section 719.D – payment in lieu of landscaping needs to be formalized as well as where the money is applied.
- Section 719.E – changes to the list of plantings should be made with updated species. Three resources to refer to for species should be provided. Staff should get comments on landscaping/tree plantings from the tree warden and/or the tree advisory committee on applications.
- Section 719.G (bond performance) – the language should be clear that the applicant is still responsible for maintaining the plantings after the two year timeframe.
- Section 720 (lot frontage) – “unusual circumstances” needs to be better defined and criteria or examples given of when a waiver applies. Staff will clarify the language.
- Section 721.A (accessory apartment) – delete “for family members”. Staff will review state statute and revise the language.
- Section 721.B.6 – Item #7 should be labeled as condition (a) under Item #6 and the subsequent conditions re-lettered accordingly.
- Section 722 (conversion of public schools) – delete the entire section.
- Section 724 (PUD/PRD) – the language needs to be clear on what the village wants to see in the development. John Alden will work with staff on clarifying the language. The definition of “PUD” and “PRD” will be added to the definition section of the LCD.
- Section 724.A.2.c (renewable energy generation) – providing 100% density bonus for 25% renewable energy generation needs to be reviewed. A sliding scale should be used to provide more incentive.
- Section 724.B (design considerations) – the list of amenities should be expanded.
- Section 725 (raising, keeping, or harboring livestock) – the last line should read: “Refer to municipal code for exceptions.”
- Chapter 8, Section 801.B (nonconformities) – the second sentence should read: “A nonconforming use may be changed to another nonconforming use if specifically approved as a conditional use.”
- Section 803 (termination of nonconforming or noncomplying status) – get a legal opinion on whether this section is necessary and if not then delete the entire section.

6. OTHER PLANNING COMMISSION ITEMS

Next meeting: November 5, 2015 at 6 PM

Agenda: LDC Work Session (Chapters 9 & 10)

7. ADJOURNMENT

MOTION by Nick Meyer, SECOND by Amber Thibeault, to adjourn the meeting.

VOTING: unanimous (4-0); motion carried.

The meeting was adjourned at 7:40 PM.