

**VILLAGE OF ESSEX JUNCTION
PLANNING COMMISSION
JANUARY 21, 2016
AGENDA
6:00 P.M.**

I. Audience for Visitors

II. Additions or Amendments to Agenda

III. Minutes

A. Regular Meeting – December 3, 2015

IV. Work Session – Updates for Land Development Code

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
January 21, 2016**

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

ADMINISTRATION: 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
6. Other Planning Commission Items
7. Adjournment

1. CALL TO ORDER

Dave Nistico 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

December 3, 2015

MOTION by John Alden, SECOND by Diane Clemens, to table action on the 12/3/15 minutes until the next meeting. VOTING: unanimous (7-0); motion carried.

5. WORK SESSION: LDC UPDATE

The Planning Commission reviewed the revised LDC and noted the following:

- The sections of the LDC reviewed by the Water Quality Superintendent have not yet been received.
- Response from the Village Attorney is needed on all the questions that were submitted.
- Staff will find out if the fee schedule has been adjusted.
- The Floodplain Map and Zoning Map need to be reviewed.
- The flowchart of procedure with applications needs to be reviewed.
- Typos and grammatical errors need to be corrected in the document. (Diane Clemens submitted her marked up version to staff.)
- It is confusing for the reader to have information on a subject in several places in the document instead of grouped together in one place.

- With review of the sign standards (Section 714) there needs to be discussion of the request by the Board of Trustees relative to signs and signs in the village right-of-way.
- Chapter 1, Section 102, Purpose – add a statement noting that the intention of the document is to represent minimum standards and the village strives to meet or exceed these standards.
- Chapter 1, Section 104 – delete “The most recent version was published on March 29, 2011” and rewrite to read: “The Land Development Code shall be readopted with revisions within five (5) years after the last published date.”
- Chapter 2, Definitions, Section 201 – add a definition of “dark sky compliant”, “electronic signs”, “zero lot line” and “Commercial PUD” in the proper alphabetical order.
- Definition #13, Internally Illuminated Signs – the definition may need adjustment if electronic signs are allowed.
- Definition #75, Dwelling Unit, does not include garages.
- In Definition #144 – eliminate PRD and use PUD to be consistent with state statute (replace each incidence of PRD with PUD throughout the document). The definition of PUD could be borrowed from the definition by South Burlington. PUDs should be allowed in the residential districts.
- Chapter 4, Regulation of Land Use Activities, Section 401 – add: “Any building permit may be subject to additional state or federal permits.”
- Chapter 5, Development Review Procedures, Section 502.A.1 (Zoning Permit Requirement) – revise to reference PUD generically and delete reference to Exposition Center PUD, Commercial PUD, Agricultural PUD (move all to Section 511).
- Chapter 5, Section 502.A – clarification is needed on whether there is a difference between a ‘zoning permit’ and ‘development permit’ and what the difference is.
- Chapter 5, Section 502.P, PRD – delete.
- Chapter 5, Section 502.Q, Telecommunications – an expanded explanation is needed from legal counsel.
- Chapter 5, Section 509.B.1, Activities involving Access to Public Roads – change “The decision of the Board...” to “The decision of the Board of Trustees shall be final.”
- Chapter 6, Zoning District Regulations, Section 601.C.b – delete the sentence reading: “Applicants may apply for a variance...”
- Chapter 6, Section 601.G – change PRD to PUD and strike “24VSA4407(12)”.
- Chapter 6, Section 602.C.b – delete the sentence reading “Applicant may apply for a variance...”
- Chapter 6, Section 602.G – change PRD to PUD and strike “24VSA4407(12)”.
- Chapter 6, Section 604, Purpose – use staff’s suggested text for the Purpose and insert “state” before “designated village center district” and add: “The village has applied for and received state designated village center district designation.”

- Chapter 6, Section 604.C, Setback Requirements – clarify that there are no setbacks for commercial development, but there are setbacks for residential development.
- Chapter 6, Section 604.E.1 – change “Twenty First Center” to “21st Century”.
- Chapter 6, Section 604.E.6.b.ii and Section 604.E.6.b.iii – delete both subsections.
- Chapter 6, Section 604.G.2.h – clarify how the purchase/lease-back arrangement is an ‘innovative technique’.
- Chapter 6, Section 608, Transit Oriented Development – John Alden will discuss the TOD with staff as to how existing businesses in the district will transition when nothing is confirming and if the district is a long term vision for the village.
- Chapter 6, Section 608.B.2 – delete.
- Chapter 6, Section 608.K, PUD – delete “24VSA4407(12)” and use lower case for “mixed use development”.
- Chapter 6, Section 615.F, Building Height – clarify why 72’ is used rather than 84’.

6. OTHER PLANNING COMMISSION ITEMS

Next meeting: February 4, 2016

Agenda: Work Session: LDC Update (begin at Section 620 Use Table)
Approve 12/3/15 & 1/21/16 minutes

7. ADJOURNMENT

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

VOTING: unanimous (7-0); motion carried.

The meeting was adjourned at 7:50 PM.

Rcdg Scty: MERiordan

