

**VILLAGE OF ESSEX JUNCTION  
PLANNING COMMISSION  
MARCH 3, 2016  
AGENDA  
6:00 P.M.**

- I. Audience for Visitors**
- II. Additions or Amendments to Agenda**
- III. Minutes**
  - A. Regular Meeting – February 18, 2016
- 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  
March 3, 2016**

**MEMBERS PRESENT:** John Alden [arrived 6:38 PM], Amber Thibeault, Diane Clemens, Nick Meyer, Andrew Boutin. (David Nistico and Joe Weith were absent.)

**ADMINISTRATION:** Robin Pierce, Development Director; Will Hayden, intern.

**OTHERS PRESENT:** George Tyler.

- AGENDA:**
1. Call to Order
  2. Audience for Visitors
  3. Additions/Amendments to the Agenda
  4. Minutes
  5. Work Session: Land Development Code
  6. Other Planning Commission Items
  7. Adjournment

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**1. CALL TO ORDER**

In the absence of Dave Nistico and until the arrival of John Alden, Diane Clemens called the meeting to order at 6:04 PM. Robin Pierce announced he will be unable to attend the Planning Commission meeting on March 17<sup>th</sup> because he will be out of the country.

**2. AUDIENCE FOR VISITORS**

George Tyler reviewed the Design Five Corners concept that includes closing Main Street by Brownell Block to vehicular traffic. A study will be done by Regional Planning, but the Trustees have endorsed the concept. With the new crescent connector in place closing Main Street to traffic will create a four way intersection with 30 second light cycles rather than the three and a half minute light cycles with the existing five way intersection.

Diane Clemens pointed out it is difficult to hold a developer to a concept. The Land Development Code dictates the rules. There could be “softer” language added to Section 604 (Village Center) to say the Trustees may close off a short section of Main Street.

Following further discussion there was agreement to have a joint meeting with the Trustees and Planning Commission to discuss the Design Five Corners plan, updates incorporated into the LDC, and other matters such as increased density, parking, and better communication between boards.

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

None.

**4. MINUTES**

*February 4, 2016 & February 18, 2016*

**MOTION by Nick Meyer, SECOND by Andrew Boutin, to approve the minutes of 2/4/16 and 2/18/16 with the correction to the spelling of “at-grade” on Page 3 of the 2/18/16 minutes. VOTING: unanimous (4-0)[John Alden not present for vote]; motion carried.**

## **5. WORK SESSION: LAND DEVELOPMENT CODE UPDATE**

### *Signs*

There was discussion of the request to allow electronic signs on municipal buildings. Staff will research sign ordinances from other communities relative to electronic signs and potential waivers, and draft language for consideration.

### *Section 604 – Village Center*

There was agreement the language in Section 604 should say closing Main Street may happen, but will be studied first.

### *Chapter 7 – General Development Standards*

The following was noted:

- Village Engineer has reviewed and updated the general development standards.
- Section 714.M – delete “neighborhood commercial district”.
- Section 714.M.9 – reword to “may be used”.
- Section 714.N.6 – add language saying signs must be removed if the business no longer exists.
- Section 715.D – add “of the Telecommunications Act of 1966” after ‘Section V’.
- Section 719 – staff will draft language to require that a landscape plan be done by a landscape architect registered in the State of Vermont for commercial developments with a construction cost of \$1 million or more. The Planning Commission will have the flexibility to waive the requirement if warranted. A registered landscape architect should be involved on the team handling the site plan and the village’s Tree Advisory Committee can provide information and review on urban tree planting. There could also be mention that in lieu of trees the Planning Commission may evaluate the use of solar panel canopies or other innovative alternate energy designs in certain places.
- Section 719.F – delete “with bark mulch”.
- Section 723 – remove all reference to ‘PRD’.

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

Next meeting: March 17, 2016

Agenda: Work Session: LDC Update (Chapter 8)

## **7. ADJOURNMENT**

**MOTION by Nick Meyer, SECOND by Diane Clemens, to adjourn the meeting. VOTING: unanimous (5-0); motion carried.**

The meeting was adjourned at 7:45 PM.