

**VILLAGE OF ESSEX JUNCTION
PLANNING COMMISSION
MAY 23, 2019
AGENDA
6:30 P.M.**

I. Audience for Visitors

II. Additions or Amendments to Agenda

III. Public Hearing - Comprehensive Plan

A. Comprehensive Plan

IV. Other Planning Commission Items

V. Adjournment

Pursuant to 24 VSA Section 4464(a)(1)(C) Participation during the public hearing before the Essex Junction Planning Commission is a prerequisite to the right to take any subsequent appeal.

Members of the public are encouraged to speak during the Public-To-Be-Heard agenda item, during a Public Hearing, or, when recognized by the Chair, during consideration of a specific agenda item.

Public comments are limited to a three minute rule unless waived by the Planning Commission Chair.

This meeting will be held in the conference room of 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.

For information on subsequent meetings on the above mentioned applications, please contact the Community Development Department from 8 – 4:30 at 878-6950 or the website www.essexjunction.org.

**VILLAGE OF ESSEX JUNCTION
PLANNING COMMISSION
MINUTES OF MEETING
May 23, 2019**

MEMBERS PRESENT: David Nistico, John Alden, Diane Clemens, Steven Shaw
(Andrew Boutin was absent).

ADMINISTRATION: Melanie Needle, CCRPC Senior Planner; Robin Pierce,
Community Development Director.

OTHERS PRESENT:

AGENDA:

1. Call to Order
2. Audience for Visitors
3. Additions/Amendments to the Agenda
4. Public Hearing
 - Comprehensive Plan
5. Other Planning Commission Items
6. Adjournment

1. CALL TO ORDER

David Nistico called the meeting to order at 6:30 PM.

2. AUDIENCE FOR VISITORS

There were no comments from the public at this time.

3. ADDITIONS/AMENDMENTS TO THE AGENDA

There were no additions or amendments to the agenda at this time.

4. PUBLIC MEETING

A. Comprehensive Plan Updates

MOTION by John Alden, SECOND by Steven Shaw, to open the public portion of the updates to the Village of Essex Junction Comprehensive Plan. VOTING: unanimous (4-0); motion carried.

No members of the public were present to give comment.

MOTION by John Alden, SECOND by Steven Shaw, to close the public portion of the updates to the Village of Essex Junction Comprehensive Plan. VOTING: unanimous (4-0); motion carried.

Discussion:

Melanie Needle, CCRPC Senior Planner, led a discussion of updates to the Comprehensive Plan, comments received from the public about the Plan, and outstanding questions for the Planning Commission to discuss regarding the Plan.

Commission members first reviewed the plan's executive summary, which was compiled by the Chittenden County Regional Planning Commission communications managers in order to give a two-page sample of the plan's objectives in a visual and easy-to-understand format. Members agreed that the executive summary should be reframed as the core values of the Plan, and that the sample objectives should be renamed highlights from the Plan. The summary will be included in the Comprehensive Plan before the Plan's table of contents.

Melanie Needle also walked through a set of public comments submitted to the Village of Essex regarding the Comprehensive Plan, focusing on the comments that required the Planning Commission's attention and direction. Based on these comments, the following modifications will be made to the Comprehensive Plan:

- Modify references to "Depot Street" and change them to "Railroad Avenue".
- Add language to clarify and define the term "significant wildlife habitat" using Vermont Conservation Design's definitions for both highest priority and priority areas.
- Clarify language around interconnected local streets to note that ongoing planning should be implemented to discourage the use of neighborhood roads by through traffic.
- Add a statement around Table 13 (goals/priorities/objectives) that the Planning Commission will annually revisit the goals and objectives of the Plan and discuss progress made toward the targets set forth in the Plan.

Additionally, commission members reviewed and discussed a comment from Town of Essex staff regarding the advanced energy plan, which is currently included in the Comprehensive Plan as an appendix. Town of Essex staff requested that the energy plan be removed from the appendix and exist as a referenced, standalone document. Commission members felt that it would be more easily accessible as an appendix than a standalone document, and decided to keep it as an appendix to the Comprehensive Plan.

Finally, Melanie Needle reviewed comments received from the Vermont Housing Finance Authority (VHFA). Based on these comments, the following modifications will be made to the Comprehensive Plan:

- Add a statement that the Village is committed to working with the Town of Essex on a Municipal Action Plan to address affordable housing.
- Modify language to provide a clearer definition of affordable housing.
- Remove language around homeowners purchasing homes above their means.
- Remove Objective 1.1 of the Education Goals.

Next steps:

- Melanie Needle will incorporate modifications made during this meeting.
- The Planning Commission will vote to approve the Comprehensive Plan and send it to the Village Trustees for consideration on June 6, 2019.

6. OTHER PLANNING COMMISSION ITEMS

None at this time.

7. ADJOURNMENT

MOTION by Steven Shaw, SECOND by Diane Clemens, to adjourn the meeting.

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

The meeting was adjourned at 7:35 PM.

RScty: AACoonrad