

**VILLAGE OF ESSEX JUNCTION
PLANNING COMMISSION
JUNE 6, 2019
AGENDA
6:00 P.M.**

I. Audience for Visitors

II. Additions or Amendments to Agenda

III. Minutes

- A. Regular Meeting – May 16, 2019
- B. Regular Meeting – May 23, 2019

IV. Comprehensive Plan

- A. Vote to send the updated Municipal Plan to the Village Trustees.

V. Other Planning Commission Items

VI. 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-Held 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
June 6, 2019**

MEMBERS PRESENT: David Nistico, John Alden, Diane Clemens, Andrew Boutin (Steven Shaw 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. Minutes
 5. Comprehensive Plan
 - Vote to send updated Municipal Plan to Village Trustees
 6. Other Planning Commission Items
 7. Adjournment
-

1. CALL TO ORDER

David Nistico called the meeting to order at 6:02 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. MINUTES

May 16, 2019

MOTION by Diane Clemens, **SECOND** by John Alden, to approve the minutes of May 16, 2019 with the following correction(s)/clarification(s):

- **P. 3, paragraph 5: Add a sentence to the end of the paragraph stating that Andrew Boutin inquired about green roofs in addition to solar panels on the roofs.**

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

May 23, 2019

MOTION by John Alden, **SECOND** by Diane Clemens, to approve the minutes of May 23, 2019 as written. **VOTING: unanimous (4-0); motion carried.**

5. COMPREHENSIVE PLAN

A. Vote to send updated Municipal Plan to Village Trustees

MOTION by John Alden, SECOND by Andrew Boutin, 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 Andrew Boutin, 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 provided an update on the Comprehensive Plan progress. She described the draft memo that would serve as an introduction to the Comprehensive Plan and would accompany the plan when it is sent to the Trustees. Planning Commission members did not have comments or concerns regarding the memo and agreed that it should accompany the Plan. Planning Commission members also reviewed the executive summary and staff report that would accompany the Plan.

Ms. Needle noted that typos and other minor edits will be addressed throughout the Plan. She additionally asked the Commission to review language around housing objectives in the Enhanced Energy Plan. Objective 2.7 was modified during the prior Planning Commission meeting to address comments from Vermont Housing Finance Authority around affordable housing. Language was added stating that the Town and Village would develop a plan to address affordable housing. That plan has been developed and approved, and the Commission agreed to replace “development” with “implementation” for Objective 2.7

Ms. Needle then reviewed the timeline of approving the Comprehensive Plan. If the Planning Commission votes to send the Plan to the Trustees, the Trustees will review it at their June 11 meeting and send any comments or changes to Melanie Needle for incorporation. If comments are not substantial, Trustees could vote on the Plan on at their July 23 meeting. If there are substantial comments or changes, the Planning Commission will need to review them to ensure that they meet state statute, and suggested that the Planning Commission do this in early August.

MOTION by John Alden, SECOND by Diane Clemens, to recommend that the Village Trustees accept and approve the Village of Essex Junction Comprehensive Plan and Enhanced Energy Plan. VOTING: unanimous (4-0); motion carried.

6. OTHER PLANNING COMMISSION ITEMS

Robin Pierce received a letter from a resident requesting a zoning change for a section of Colchester Road. John Alden stated that this request should be entertained. Mr. Alden

asked if staff could research the deliberations from a previous zoning change request in that area to help inform the Planning Commission regarding this current request.

7. ADJOURNMENT

MOTION by Andrew Boutin SECOND by Diane Clemens, to adjourn the meeting.

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

The meeting was adjourned at 6:44 PM.

RScty: AACoonrad