

TOWN OF ESSEX
PLANNING COMMISSION DRAFT MINUTES
MARCH 25, 2021

Note: This was a virtual meeting on Teams.

PLANNING COMMISSION (PC) PRESENT: Dustin Brusco, Chair; Josh Knox, Vice-Chair; John Mangan, Clerk; David Raphael; Tom Furland; and Ned Daly.

OTHERS PRESENT: Owiso Makuku, Community Development Director; Sharon Kelley, Zoning Administrator; Darren Schibler, Planner; Deana Stoneback, Administrative Assistant; Edward Malina; Ann Wadsworth; Doug Goulette, P.E.; Doug Henson, P.E.; Jean Ashe; Dwayne Andreasen; Curt Guenther; and Tom McCoy.

Chairman Brusco called the meeting to order at 6:30 p.m.; announced that Commission Schumacher had a conflict and was unable to attend the meeting; and read the Covid meeting instructions into the record.

AGENDA ITEM 1: PUBLIC COMMENTS: Sharon Kelley reported that she made minor grammatical changes to the draft consent approval letter, which she sent out via email to the PC members, the landowner and the applicant. There were no other public comments.

AGENDA ITEM 2: CONSENT AGENDA:

Commissioner Furland excused himself from this application due to a conflict of interest.

- **MINOR SITE PLAN AMENDMENT: BLACK BAY VENTURES XIV, LLC: PROPOSAL TO ADD 2 EXTERIOR MECHANICAL UNITS LOCATED AT 19 THOMPSON DRIVE IN THE RESOURCE PRESERVATION DISTRICT-INDUSTRIAL (RPD-I). TAX MAP 72, PARCEL 9.**

Commissioner Raphael **MOVED** and Commissioner Mangan **SECONDED** a **MOTION** to approve the application of 19 Thompson Drive, as written and including the grammatical corrections. The **MOTION** passed 5-0-1 (Furland abstained.)

AGENDA ITEM 3: SITE PLAN AMENDMENT-PUBLIC HEARING: ED LOCKERBY: PROPOSAL FOR MODIFICATIONS AND EXPANSION TO AN EXISTING PARKING AREA LOCATED AT 29 GAUTHIER DRIVE IN THE INDUSTRIAL (I1) ZONE. TAX MAP 9 PARCEL 3-17:

Darren Schibler made the following comments on this application:

- He described the location of the abutters as shown on the site plan;
- He stated the applicant is proposing to expand a 12-space parking facility located at 29 Gauthier Drive. The existing graveled parking area would be expanded to the west to accommodate 15 truck spaces and 4 passenger vehicles; along with adding a new parking area with 11 truck spaces to be located on Lot 17, access by a separate driveway off Bushey Lane. The lots would be connected to the existing lot with a gravel pedestrian path;

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- He noted that Lot 17 has had previous significant erosion and this proposal would stabilize and anchor the slope to keep everything in place;
 - Access to parking lot expansion would be off Bushey Lane, which is a private road;
 - The lot meets the frontage requirement, which is located on Gauthier Drive;
 - There are wetlands on the lot, but all development would be outside this area;
 - Lighting has been added, however a lighting plan was not required as where the location is proposed, there would be no light trespass, again noting Bushey Lane is a private road; and
 - The applicant shared its access and maintenance legal agreement with staff and Condition 5 is satisfied.

62 Doug Goulette, P.E., Lamoureux & Dickinson Consulting Engineers, stated that staff did a good
63 job describing the proposal and does not have much to add. He referred to the colors on the site
64 plan, describing the areas of proposed improvements on the lot. He stated the areas defined
65 Show quality areas for the trucks to be parked. He pointed out the brown area as the existing
66 drive. He noted that Lot 17 has a 25' easement and has access to the driveway. This driveway
67 will be used at the primary access to get to the new parking. He stated the site has 2 plateaus.

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69 **Vice Chair Knox MOVED and Commissioner Daly SECONDED a motion to open the**
70 **Public Hearing. The MOTION passed 6-0.**

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72 There were no public comments.

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74 Schibler stated that he neglected to add the template condition and asked the PC to add the
75 following condition, "The applicant shall secure all state and federal approvals that may be
76 required of this approval."

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78 **Commissioner Raphael MOVED and Vice Chair Knox SECONDED a motion to close the**
79 **Public Hearing. The MOTION passed 6-0.**

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81 **Commissioner Daly MOVED and Vice Chair Knox SECONDED a motion to approve the**
82 **application according to the Findings and Conditions of a Staff Report dated 3/25/2021,**
83 **including the following condition, "The applicant shall secure all state and federal approvals**
84 **that may be required of this approval." The MOTION passed 6-0.**

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86 **AGENDA ITEM 4: SITE PRELIMINARY/FINAL-PUBLIC HEARING: WHY NOT,**
87 **LLC: PROPOSAL TO SUBDIVIDE A 3-ACRE PARCEL FROM A 125-ACRE PARCEL**
88 **LOCATED AT 39 ESSEX WAY IN THE MIXED USE-PLANNED UNIT**
89 **DEVELOPMENT (MXD-PUD) DISTRICT, RETAIL-BUSINESS (B1) SUBZONE. TAX**
90 **MAP 91 PARCEL 10:**

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92 Darren Schibler, Planner, stated that the application was warned as preliminary and final,
93 because the PC determined at Sketch review that a master plan amendment was not required.
94 The current application is similar to sketch review. Access to the new lot will be shared off the
95 existing driveway, however, future development of the parcels may require a public road.

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Doug Henson, P.E., Lamoureux & Dickinson Consulting Engineers, said the project was straight forward and stands on its merits. He understands that the new lot will require site plan review. He stated there was some confusion of the E911 address of the new lot as being either 35 or 39 Essex Way and asked staff to clarify so that he can fix the address on the plans.

Vice Chair Knox MOVED and Commissioner Daly SECONDED a motion to open the Public Hearing. The MOTION passed 6-0.

Vice Chair Knox MOVED and Commissioner Daly SECONDED a motion to close the Public Hearing. The MOTION passed 6-0.

Commissioner Raphael MOVED and Commissioner Daly SECONDED a motion to approve the application for 39 Essex Way, subject to the Finding and Conditions of a Staff Report dated 3/11/2021, as written. The MOTION passed 6-0.

AGENDA ITEM 5: MINUTES 3/11/21:

Commissioner Furland MOVED and Chairman Brusco SECONDED a MOTION to approve the 3/11/21 minutes as written. The MOTION passed 6-0.

AGENDA ITEMS 6: OTHER BUSINESS:

Sharon Kelley reported as an FYI that a cell tower has been resurrected and an application is before the Public Utility Commission for review and approval. The location was formerly known as 35 Discovery Road, but the remaining lands are now known as LeClerc Woods.

Owiso Makuku noted that Commissioner Daly met with two members of the Housing Committee to discuss inclusionary zoning. The concern is the Committee does not want to go through a lot of time and work if the Planning Commission does not have the political will to support the work. She asked if any member was against inclusionary zoning.

Chairman Brusco asked for the definition of inclusionary zoning as he did not know what it was and was not able to answer the question.

Commissioner Daly stated that it was a worthwhile path to pursue while looking to the future. He cautioned that once you “uncap the jar” it could be “spring-loaded” as many factors are involved with this type of zoning. He stated it would become more important if the communities merge.

Owiso stated that inclusionary zoning was a tool to achieve more affordable housing.

Chairman Brusco stated he would consider raising it to a level of clarity and it would seem presumptive to rule it out as it might add value, but he still did not understand the definition.

141 Commissioner Raphael stated that the PC has struggled for years with the Town Plan and how to
142 increase affordable housing. He believes that whatever the PC can do to increase affordable
143 housing – he is all for it.

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145 Vice-Chair Knox said, “Unequivocally, he wants to look at it.”

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147 Commissioner Daly said there is a certain level of pressure from the State and the PC should
148 look at it.

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150 Chairman Brusco asked staff about the status of the zoning amendments as he wanted the PC
151 members could cast their hat into a list of interest. Staff reported that they were still working on
152 the list.

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154 The Planning Commission meeting adjourned at 7:08 p.m.

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156 PLANNING COMMISSION

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158 By: _____
159 Dustin R. Brusco, Chair

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