

**CITY OF ESSEX JUNCTION
DEVELOPMENT REVIEW BOARD
MINUTES OF MEETING
SEPTEMBER 19, 2024
DRAFT**

MEMBERS PRESENT: John Alden (chair); Luke Brockmeier; Cristin Gildea; Maggie Massey

ADMINISTRATION: Michael Giguere, City Planner

OTHERS PRESENT: Tyler Barney, Howard Killian, Garry Scott

Mr. Giguere noted that this is a hybrid meeting, and that staff are present at 6 Lincoln Street to ensure public participation. While efforts will be made to accommodate remote public participants, in-person participation is the only legally mandated form of public participation. If there are technical difficulties the meeting may be paused and resumed later. A roll call of DRB members present remotely and in-person was taken.

1. CALL TO ORDER

Mr. Giguere called the meeting to order at 6:30 PM.

2. ADDITIONS OR AMENDMENTS TO AGENDA

The election for Chair and Vice-Chair will be conducted at the next meeting.

3. PUBLIC TO BE HEARD

None.

4. MINUTES

a. Regular Meeting – June 20, 2024

CRISTIN GILDEA made a motion, seconded by MAGGIE MASSEY, to approve the minutes of June 20, 2024. The motion passed 4-0.

5. PUBLIC HEARING

Mr. Alden swore in all individuals who intended to speak during this hearing under the following oath: “I hereby swear that the evidence I give in the cause under consideration shall be the whole truth, nothing but the truth under the pains and penalties of perjury”

a. Major site plan amendment for Stormwater Improvements for Essex High School at 2 Educational Drive in the R1 District, by Howard Killian, Greenprint Partners, agents for Essex Westford School District, owners

Mr. Killian, Construction Manager at Greenprint Partners, presented on behalf of the applicant. Greenprint Partners has been selected by the state to manage stormwater improvements for sixty-five schools across the state. This is required due to changing state stormwater regulations. The state will cover 90% of the cost. He detailed the updated stormwater features that are intended to collect runoff, noting that no new structures are proposed. Mr. Barney, of Otter Creek Engineering, said that his firm has been contracted by Greenprint Partners to provide local support, technical assistance, and permitting. Mr. Killian discussed the existing conditions, including utilities, grading and tree cover. An existing detention basin will be regraded, and a jellyfish system installed to filter runoff before it leaves the site.

Essex High School is in an impaired watershed, and this system will help to remove phosphorus. Water will be detained in the basin and drain into the jellyfish. The property should be completely dry within two days of a major storm. These systems are designed to hold a one-year storm, and existing stormwater features will be utilized in the case of larger storms. The groundwater on the site is high. No drainage locations are being changed; however drainage will be slower it will be slower. The walking trails will not be affected, and the basin areas can be maintained as if it were a normal lawn.

Mr. Giguere said that staff would like a determination from the DRB as to whether the applicant is meeting the standard for screening. The Tree Advisory Committee reviewed this application and recommends that the trees be replaced. Mr. Scott said that trees are frequently planted at the High School, and that this would not be a problem. Mr. Alden suggested designating areas for future planting on the plans. Mr. Alden also expressed concerns about the high-density student use of the drainage areas, especially during football games. Mr. Barney said that this will not be a permanent pond and will only be used in large storms. Mr. Alden said that this could possibly be fenced off for safety. The jellyfish systems will need some type of maintenance and will need the filter to be cleaned every year. It is ideal to replace the filters every five years. The mulch in the wetland may need to be replaced periodically. Mr. Giguere said that the City's Stormwater Department has requested that conditions be added, which are detailed below:

1. All staff comments shall be addressed to the satisfaction of City staff.
2. Applicant shall provide copies of drainage computations and modeling, including the HydroCAD file if used, prior to the issuance of a zoning permit.
3. Applicant shall provide the municipality with a copy of the relevant State stormwater Permit when available.
4. Applicant shall provide a copy of the maintenance agreement for the stormwater management system that meets the requirements of Section 713.F, prior to the issuance of a zoning permit. This agreement shall be recorded in the City land records with a copy sent to the City Water Quality Superintendent, to ensure the system functions as designed.
5. Applicant shall provide the City with a copy of the annual inspection report by September 1st of each year as required under Section 713.F.

Mr. Giguere said that all comments were met to satisfaction. Mr. Alden suggested that guidance be given regarding tree planting locations. Mr. Alden requested public comment, of which there is none. Mr. Alden closed the public hearing.

Mr. Alden said that the DRB has considered this presentation sufficient to alleviate concerns about screening and environmental enhancement and find that it meets the requirements of the section. He agrees with all the staff conditions, and requested to add the following condition of site plans showing future tree planting locations.

MAGGIE MASSEY made a motion, seconded by LUKE BROCKMEIER, to approve the application with the amended proposed conditions. Motion passed 4-0.

6. OTHER DEVELOPMENT REVIEW BOARD ITEMS
a. Dimensional preferences for printed site plans

ESSEX JUNCTION DEVELOPMENT REVIEW BOARD 9/16/24

Mr. Giguere said that Essex Junction has a standing request for full-size site plans, however, frequently does not get such. All members said that they are happy with smaller plans. Mr. Alden said that color copies are helpful as well.

7. ADJOURNMENT

CRISTIN GILDEA made a motion, seconded by LUKE BROCKMEIER, to adjourn the meeting. The motion passed 4-0.

The meeting was adjourned at 7:42 PM.

Respectfully submitted,
Darby Mayville