

TOWN OF ESSEX ZONING BOARD OF ADJUSTMENT  
DRAFT MINUTES  
JULY 7, 2022

**Note: This meeting was held in-person and virtually on Microsoft Teams.**

**ZONING BOARD OF ADJUSTMENT (ZBA) MEMBERS PRESENT:**

In Person: Nick Martin, Chair; Michael Plageman, Vice-Chair; Tom Yandow, Clerk; and Hubert Norton.

**OTHERS PRESENT:**

Sharon Kelley, Zoning Administrator; David Burke; Casey Mathieu; Deb Holland; Brian Waxler; and Steve Ploesser.

**VIRTUAL:** Patty Davis.

Chairman Martin called the hearing to order at 6:03 p.m; took roll call of the Board Members present; provided the public oath and amended the Agenda to switch the first application (HDI Real Estate, Inc.) as the third item as nobody was present in the audience to present the application.

**AGENDA ITEM 1: CONDITIONAL USE AMENDMENT: CENTER ROAD PROPERTIES, LLC C/O BRIAN WAXLER: PROPOSAL TO EXPAND AN EXISTING DAYCARE FACILITY LOCATED AT 51 CENTER ROAD IN THE RESIDENTIAL-BUSINESS (B1) ZONE AND BUSINESS DESIGN CONTROL OVERLAY (B-DC). TAX MAP 87, PARCEL 1-1.**

**Board Member Yandow MOVED and Board Member Norton SECONDED a MOTION to open the Fact Finding/Public Hearing. The MOTION passed 4-0.**

Zoning Administrator Sharon Kelley reported on this application. Kelley stated that she handed out a copy of the State Building permit for the site; and a traffic study. Kelley noted that the building has two levels. A unit on the first level of the building has been vacant on and off over the years and is currently vacant. The existing daycare also occupies a unit on the first floor and they are requesting to expand from 38 children and 8 adults to 74 children and 16 adults. Kelley noted that there has been a serious shortage of daycare space, with long waiting lists, and thinks it is great to bring more availability to Essex. Kelley stated that 'Aunt Dot's Place' will remain in its location on the lower level of the building. Kelley requesting the following changes to the Staff Report:

- Condition 1, add to the end of the sentence, "and shall secure a Town Certificate of Occupancy.
- Delete Conditions 3 & 4 as the applicant has already secured and submitted copies of the State construction permit and provided a traffic study to the ZBA.

Board Member Norton asked about Public Work's comment "and a state wastewater permit is in process". He questioned why the state issued this permit. Kelley stated that Public Works handles that specific process, however she was aware that it was scheduled to go before the Selectboard. Steve Ploesser stated that the state governs the issuance of the wastewater permit, however the process works through the town. Once the Selectboard approves the request, the Public Works Director will provide a letter to the state confirming the approval.

Board Member Norton noted that Public Works did not provide comment on parking spaces. Kelley stated that the daycare does not need much parking as it is mostly drop-off and pick-up of the children. The only other tenant is Aunt Dot's, which is around the back of the building, also with parking in that

area. Waxler noted that the Food Shelf is open very minimally. Steve Ploesser noted that the ice cream shop also has its own parking spaces.

Brian Waxler and Steve Ploesser provided comments on the application. Waxler stated that “it was a miracle” that they received the letter from the State so quickly, which informed them that they do not need a 1111 permit for the expanded ‘Steamworks Preschool’. Waxler stated that he was able to obtain this letter in less than a week and he was very happy. Waxler stated that they are excited to expand the daycare as daycare shortage has been an issue for the town and the state. He noted that the daycare has a waiting list of over 100 children. Waxler reported that currently Steamworks leases a 2500 square foot space (located to the right as you look at the building) and will take over an additional 3,000 square feet area where Belcate School recently occupied. All construction will be interior, and they plan to paint and repave the lot.

Chairman Martin asked what the difference was between meals versus snack plates. Ploesser stated that they are not providing a stove or oven. Staff will prepare snack type foods, cheese & crackers, and the like. Waxler noted that the children bring in a bagged lunch.

Vice Chair Plageman noted that the Town does not have building codes, however asked for his own information the type of walls to be installed. A brief discussion ensued on the materials. Ploesser noted that the building is not sprinklered as it under 12,000 square feet; they will use fire rated sheetrock; the doors are fire rated (noting that classrooms are fine and considered a passageway); They will use 5/8 sheetrock for the classrooms and hallways, however are only required to do so for the hallway.

There was no public comment.

**Vice Chair Plageman MOVED and Board Member Yandow SECONDED a MOTION to close the Fact Finding/Public Hearing. The MOTION passed 4-0.**

**Board Member Norton MOVED and Vice Chair Plageman SECONDED a MOTION to approve the application for expanded daycare at 51 Center Road, subject to the following Findings and Conditions.**

**FINDINGS:**

- 1) The landowner is Pomerleau d/b/a Center Road Properties, LLC. The tenant is Heartworks, Steamworks & Loveworks. The property is located at 51 Center Road, in the Town of Essex, Chittenden County, State of Vermont (Tax Map 2:087-001-001.) The parcel lies within the Residential-Business (RB) Zone and the Business Design Control (B-DC) Overlay District.
- 2) This application is being reviewed under the Town of Essex Outside the Village of Essex Junction Official Zoning Regulations, Sections 4.5(B) Day Homes & Facilities and Article V, Section 5.7 Conditional Use.
- 3) Background:
  - In 1991 ZBA approval was granted for a 24-child daycare and preschool.
  - In 2006 ZBA approval was granted to amend the daycare/preschool hours of operation from 8:30 am - 2:30 pm to 6:30 am - 6:00 pm.

- In 2011, ZBA approval was granted to increase the daycare to 38 children.
- This is a 2.07-acre lot that currently houses the daycare, Aunt Dot's Place, a non-profit food pantry, with limited hours (Tuesday 6:00 p.m. to 7:30 p.m., Thursday 9:00 a.m. to 11:00 a.m., and Saturday 10:00 a.m. to noon.) and is located on the lower level in back of the building. This lot also houses a second structure, Sweet Scoops Ice Cream, which has its own dedicated parking, and is open seasonally as the weather permits during the week from 3:00 p.m. to 8:00 p.m., and on weekends. An existing single-family house was demolished on the premises, which allowed for the playground expansion on the west side of the building.

**PROPOSAL:** The applicants are proposing to increase its occupancy 38 children (infants, toddlers and pre-school children) and 8 adults to 74 children with an increase to 16 adults. The applicants currently utilize approximately 2,487 sq. ft of space and this would increase to 6,100 sq. ft., which represents the entire first floor. The expansion includes adding 5 classrooms, rest rooms, egress windows and the relocation of the fire exit door to the front left side of the building.

Heartworks will not be providing meals to children/students but will provide snack plates. A toaster oven and/or microwave will be used to heat up the children's lunches. A dishwasher will be used to wash plates and cups.

Hours of operation will be Monday thru Friday, 7:00 a.m. to 7:00 p.m.; 41 Parking spaces are available on the front and back of the building, including 2 ADA spaces; and a state wastewater permit is in process.

- 4) The following plans, dated 6/2/2022, as drawn by G4 Design Studios, 77 College Street, Ste. 2A, Burlington, VT, were submitted in support of this application:
  - Sheet A-0.5, "STEAMWORKS POMERLEAU REAL ESTATE 51 CENTER ROAD, ESSEX JUNCTION, VT, CODE REVIEW";
  - Sheet A-1, "STEAMWORKS POMERLEAU REAL ESTATE 51 CENTER ROAD, ESSEX JUNCTION, VT, DEMO FLOOR PLAN";
  - Sheet A-2, "STEAMWORKS POMERLEAU REAL ESTATE 51 CENTER ROAD, ESSEX JUNCTION, VT, PROPOSED FLOOR PLAN"; AND
  - Sheet A-3, "STEAMWORKS POMERLEAU REAL ESTATE 51 CENTER ROAD, ESSEX JUNCTION, VT, ADA DETAILS."
- 5) Pursuant to state statute a 'Notice of Hearing' was provided to the applicant for posting on the property.
- 6) The abutting property owners were notified of this meeting by certified mail.
- 7) The landowner and applicant were mailed a copy of this Staff Report prior to the meeting.
- 8) Brian Waxler and Steve Ploesser spoke on behalf of this application. Waxer made the following comments:

- He noted that “it was a miracle” that they received the letter from the State so quickly and was pleased that they do not need a 1111 permit for the expanded ‘Steamworks Preschool’.
- They are excited to expand the daycare as daycare shortage has been an issue for the town and the state. The daycare has a waiting list of over 100 children.
- Currently Steamworks leases a 2500 square foot space (located to the right as you look at the building) and will take over an additional 3,000 square feet area where Belcate School recently occupied. All construction will be interior, and they plan to paint and repave the lot.
- Children bring in a bagged lunch.
- Aunt Dot’s Food Shelf will remain on the lower level of the building, and they have very limited hours.

Steve Ploesser made the following comments:

- He noted that the ice cream shop also has its own parking spaces.
- They are not providing a stove or oven and only snack type foods, such as cheese & crackers, will be provided.
- Responded to a building code questions, Ploesser noted that the building is not sprinklered as it under 12,000 square feet; they will use fire rated sheetrock; the doors are fire rated (noting that classrooms are fine and considered a passageway); They will use 5/8 sheetrock for the classrooms and hallways however are only required to do so for the hallway.

No one from the public commented on this application.

9) In an email dated 6/28/20221, Public Works said,

*A review has been conducted of the proposed daycare expansion at 51 Center Road. There are no significant issues relating to Public Works, given the history and use of the building. Public Works offers the following comments.*

**Transportation**

1. *In previous reviews by Public Works for this site, staff has requested a review of the traffic impacts by the State. The existing drive that serves the above referenced location is located on VT Route 15. The State of Vermont has jurisdiction on all curb cuts throughout this section of VT 15. Although Public Works does not foresee any issues with traffic due to the nature of the proposed use and the time of operation, it is the opinion of Staff that the applicant receive approval from the State for the proposed traffic changes. A copy of this approval shall be forwarded Town records.*

**Water and Sewer**

1. *The current location is connected to municipal water and sewer. Public Works understands that the proposed daycare expansion will require additional water and sewer allocation. Staff has reviewed the application and has determined the applicant will require an additional 250 GPD of both water and sewer to meet the needs of the daycare expansion. Additionally, the applicant will be required to apply for the additional sewer allocation and*

seek approval from the Selectboard. The applicant and Public Works Staff are currently working together to get this completed.

2. Town Staff has reviewed the existing uses within the building and the proposed needs. The total usage noted below is based on the Town's water and sewer use ordinances.

|                                      |                                    |
|--------------------------------------|------------------------------------|
| Total existing allocation            | 950 GPD                            |
| Food Shelf (8 Employees @ 15GPD Ea.) | (120) GPD                          |
| Daycare (90 People @ 12 GPD Ea.)     | <u>(1,080) GPD</u> No Meals Served |
| Total Allocation Required            | <b>250 GPD</b>                     |

3. The sewer and water connection fees are estimated based on the water and sewer allocation required. If the fee schedules changes, then the fee charged shall be the fee in effect at the time of submittal for a building permit.

- a. Water:  $250 \text{ GPD} \times \$5.90/\text{gallon} + \$1000 = \$ 2,475.00$   
b. Sewer:  $250 \text{ GPD} \times \$10.60/\text{gallon} + \$1000 = \$ 3,650.00$   
c. Total = **\$ 6,125.00**

- 10) In an email dated 6/8/2022, the Recreation Director said, *EPR doesn't have any issue with this request/proposal in order to move forward.*

- 11) In an email dated 6/7/2022, the Police Chief said, *No comment from PD.*

- 12) In an email dated 6/28/2022, the Fire Chief said, *This will need State FM review as I'm not sure this design meets code. I don't object to the idea but it must meet code.*

- 13) Pursuant to Section 4.5(B), the increase of capacity does not result in on street parking; has does not create objectional noise nor disturbance to the neighborhood; and the state regulates the size of the playground.

- 14) Pursuant to Section 5.7 (Conditional Use) of the Zoning Regulations, the Zoning Board finds the following:

- There will be no adverse effect on the capacity of the existing or planned community facilities;
- There will be no adverse effect on the character of the area/neighborhood affected;
- There will be no adverse effect on traffic on roads and highways in the vicinity;
- The proposed use will be in compliance with the bylaws now in effect;
- The proposed use will not adversely affect utilization of renewable energy resources;
- The proposed use is in conformance with the Town Plan;
- The proposed use does not require site plan review; and
- The proposed use is in conformance with community character.

**CONDITIONS:**

1. The applicant shall secure and pay for a Town Zoning Permit and shall post same on the day of issuance during the 15-day appeal period and during construction.
2. The applicant shall attach the water and sewer applications to the Zoning Permit, along with the associated fees as noted in Finding 9 above, or the fees in place at the time of submittal.
3. Prior to the issuance of a Zoning Permit, the applicant shall obtain approval from the State for the proposed traffic changes and shall submit a copy of said approval to the Zoning Administrator.
4. Prior to the issuance of a Zoning Permit, the applicant shall confirm with the State Department of Fire & Safety that the expansion will be approved by its division.
5. All fees are paid at the time of Zoning Permit submittal.
6. The applicant shall secure any/all other state permits that may be required of the expansion and shall coordinate the State Occupancy Inspection with the Town Zoning Administrator.
7. By acceptance of the conditions of this approval without appeal, the applicant confirms and agrees for himself and all assigns and successors in interest that the conditions of this approval shall run with the land and the land uses herein permitted and, will be binding upon and enforceable against the applicant and all assigns and successors in interest.

**The MOTION passed 4-0.**

**AGENDA ITEM 2: CONDITIONAL USE AMENDMENT: EHLERVILLE, LLC C/O DEB HOLLAND: PROPOSAL TO EXPAND THE DISPLAY AREA LOCATED AT 74 UPPER MAIN STREET IN THE MIXED USE-PLANNED UNIT DEVELOPMENT (MXD-PUD) (B1 SUBZONE) AND BUSINESS DESIGN CONTROL OVERLAY (B-DC) . TAX MAP 6, PARCEL 22.**

**Board Member Yandow MOVED and Board Member Norton SECONDED a MOTION to open the Fact-Finding/Public Hearing. The MOTION passed 4-0.**

Sharon Kelley reported that the current business, CCR relocated its business from Colchester Road to this parcel. The business has been very successful and grown fast over the past few years. As a result, the lot needs to be reevaluated as to where and how things are situated on the lot. Kelley stated that the parcel is located in the Business Design Control area and is held to a higher standard than what is required of other zoning districts. Kelley suggested that the plan shows the back of the lot area to be employee parking and suggested that it remain a display area for equipment as it is more pleasing to the eye for the B-DC zone.

David Burke, Casey Mathieu (owner of CCR), and Deb Holland Ehler spoke on this application.

Burke stated in 2019 approval was granted to reestablish outside display. They are back now for an expansion and showed the areas of display on the plan. He acknowledged that the tenant has experienced growing pains with regard to the parking, linestriping and cleanliness of the lot. Burke agreed that it would be nice to see tractors along the Circ roadside. He described where the current parking spots are located, howe some have shifted due to the installation of Conex boxes. Burke stated that signage, line-striping and education to the employees is needed. He noted the dumpster area does not have the required screening with chain link fence and inserts to shield the dumpsters. Burke did not feel that too much changed from the original approval.

Vice Chair Plageman asked where the snow areas from plowing were located. Mathieu stated that much of the area is mud in the spring. Maplefields pushes the snow by the dumpster and he pushes some to the west side of the lot. Burke noted that there was “quite a bit of room there.”

Board Member Norton asked about the handicapped parking spots and if they were signed. Burke replied that it will need to be repainted.

A brief discussion ensued, out of curiosity, regarding the existing sewer pump. Burke showed the location on the map.

Chairman Martin noted that a new Finding will be needed for the Conex structures.

There were no other public comments.

**Vice-Chair Plageman MOVED and Board Member Yandow SECONDED a MOTION to close the Fact-Finding/Public Hearing. The MOTION passed 4-0.**

**Vice Chair Plageman MOVED and Board Member Norton SECONDED a MOTION to approve the expanded display area located at 74 Upper Main Street application subject to the following Findings and Conditions.**

#### **FINDINGS:**

- 1) The landowner is Ehlerville, LLC, c/o Deb Holland. The tenant is Casey Mathieu, d/b/a CCR Sales & Service. The property is located at 74 Upper Main Street, in the Town of Essex, Chittenden County, State of Vermont (Tax Map 2:006-022-000.) The parcel lies within the Mixed-Use Development-Planned Unit Development (MXD-PUD) Zone, Retail-Business (B1) Subzone; and the Business Design Control (B-DC) Overlay District.
- 2) The application is being reviewed under the Town of Essex Outside the Village of Essex Junction Official Zoning Regulations Article V, Section 5.7 Conditional Use.
- 3) The proposal is to expand the outside display areas and other site modifications for CCR’s use. The proposed plan depicts the following changes:
  - *Approximate 5’ strip of pavement to the south of the building being utilized for Display (currently ride on mowers);*
  - *Approximate 5’ strip of gravel added along south edge of paved land to existing previously approved westerly outside display area;*
  - *Additional outside display area to south and west of previously approved westerly display area;*

- Two (2) Conex storage boxes immediately north of NW corner of building;
- Re-Designation of parking to maintain previously approved 23 spaces. One space to south of building is not usable as boulders have been placed and up to three (3) spaces at the north end of the paving to the NW of the building are being utilized for “Rack” drop off of small equipment such as ride on mowers for the loss of 4 previously identified spaces. To offset this loss, 4 spaces are being designated to west of the west Conex box for no net loss of parking.

The proposal also states, *Separate from the above, all parking spaces existing or new need to be line striped and the previously required screening for the new dumpster area needs to be installed. To assist Staff and the Board in the modifications, the corresponding text for each box contains a “box” around it.*

*The other issue raised was circulation, including emergency vehicles around the building. Once the parking lines are delineated per the attached plan, parking will be formalized. The minimum available aisle widths at the SW corner of the building and to north of the NW corner of the building exceed the standard 24’ aisle thereby allowing for appropriate emergency vehicles.*

- 4) The following plan was submitted in support of this application:  
Plan Sheet 1, entitled, “Ehlerville, LLC 74 Upper Main Street Essex, VT SITE PLAN” as drawn by O’Leary-Burke Civil Associates, PLC, dated 10/7/19, last revised 6/2/22.

The Plan does not indicate the existing impervious coverage. In response to this query, the engineer stated,

*The impervious percentage for the parcel is only 26% currently (2.356 Acres of 9.06 acre parcel) and the only increase is the 510 sf of installed gravel adjacent to the paved access to the main (lower) display area. The additional dumpster area was previously approved but not installed yet.*

*With the additional 510 sf, the total of impervious increases negligibly from 26% (2.356 Acres) to 26.1% (2.367 Acres). While the 510 sf of stone qualifies as “Impervious”, it actually improves infiltration as compared to the previously compacted grass/earth.*

- 5) The applicant received ZBA approval at its November 7, 2019 hearing to allow for a reestablishment of Equipment, Sales & Rental for lawn and farm equipment. Written approval was issued on 11/12/19.
- 6) Pursuant to state statute a ‘Notice of Hearing’ was provided to the applicant for posting on the property.
- 7) The abutting property owners were notified of this meeting by certified mail.
- 8) The landowner and applicant were mailed a copy of this Staff Report prior to the meeting.
- 9) David Burke, Casey Mathieu and Deb Holland spoke on behalf of this application.

No one from the public commented on this application.

10) In an email dated 6/24/2022, Public Works said,

- *Public Works takes no exception to this application as proposed.*
- *Although negligible, the applicant is still increasing their impervious surface, they will need to follow the Low Risk Site Handbook for Erosion Prevention and Sediment Control.*

11) In an email dated 6/8/2022, the Recreation Director said, *EPR holds no issue with the proposal.*

12) In an email dated 6/7/2022, the Police Chief said, *No comment from PD.*

13) In an email dated 6/7/2022, the Fire Chief said, *The fire department supports this application as submitted. The proposed travel lane around the property should be labeled and enforced as a Fire Lane to insure proper emergency vehicles at all times.*

The applicant replied to the Fire Chief's written comments as follows,

*Per the submitted plan we have called for line striping to properly delineate existing parking spaces and proposed spaces, so we are certainly agreeable to the Fire Departments request for "Fire Lane" striping as a condition of amended approval.*

14) The ZBA advised that there are Conex structures on the parcel that appear to not be permitted.

15) Pursuant to Section 5.7 (Conditional Use) of the Zoning Regulations, **the applicant** provided the following response:

1. ***Capacity of Existing or Planned Facilities:*** *The minor changes to the approved use will not affect the capacity for existing or planned community facilities near the project site, as there are no known existing or planned community facilities to be affected (Town Plan, Map 10 – Community Facilities). The long standing access points from Route 15 will not be changed. In addition, the proposed use is consistent with the historic use (Ehler's RV) of the property.*
2. ***Character of the area affected:*** *The minor changes to the approved use is consistent with the historic use of the property (Ehlers RV). Nearby uses are mostly Retail/Commercial. The project is in conformance with Map #1 – Future Land Use, Map #2 – Commercial Zones and Map #22 – Planning Areas.*
3. ***Traffic on Roads and Highways:*** *The proposed changes will not adversely increase the traffic as compared to the approved use. No changes are proposed to the existing access.*

4. **Bylaws and Ordinances:** *Subject to Conditional Use approval for the minor changes to the previous approval, the project will be in compliance with existing bylaws and ordinances.*
5. **Conformance with Town Plan and Community Character:** *The proposal is for continued “like” use of the existing facility. The project will not interfere with any sustainable use of renewable energy sources.*

**(B) Specific Standards:**

1. **Conformance with the Town Plan:** *The use of the parcel was previously approved to be in conformance with the community character. While some individuals may find a thriving business to be an issue, it should certainly be encouraged as a positive for the community at large.*
2. **Site Plan Review Criteria:**  
*N/A, the “Use” which triggered Conditional Use Approval was granted. This proposal relates to the minor Site changes noted on the attached Plan.*
3. **Conformance with Community Character:** *The use of the parcel was previously approved to be in conformance with the community character. While some individuals may find a thriving business to be an issue, it should certainly be encouraged as a positive for the community at large.*

16) Pursuant to Section 5.7 (Conditional Use) of the Zoning Regulations, the Zoning Board finds the following:

- a. There will be no adverse effect on the capacity of the existing or planned community facilities;
- b. There will be no adverse effect on the character of the area/neighborhood affected;
- c. There will be no adverse effect on traffic on roads and highways in the vicinity;
- d. The proposed use will be in compliance with the bylaws now in effect;
- e. The proposed use will not adversely affect utilization of renewable energy resources;
- f. The proposed use is in conformance with the Town Plan;
- g. The proposed use does not require site plan review; and
- h. The proposed use is in conformance with community character.

**CONDITIONS:**

1. The plan shall be revised to include the impervious area information as noted in Finding 4 above.
2. The parking lines shall be marked and maintained for the life of the project.
3. Immediate installation of ‘Fire Lane – No Parking’ signage shall be ordered and installed on the building; the fire travel lane around the property shall be marked and enforced as a Fire Lane to insure proper emergency vehicles access at all times.
4. The Fire Lane shall remain clear of obstructions.
5. The improvements shall be completed and inspected before the end of the 2022

construction season.

6. The applicant shall secure a zoning permit and schedule an inspection prior to the end of the construction season.
7. All conditions of previous approvals remain in effect.
8. By acceptance of the conditions of this approval without appeal, the applicant confirms and agrees for himself and all assigns and successors in interest that the conditions of this approval shall run with the land and the land uses herein permitted and, will be binding upon and enforceable against the applicant and all assigns and successors in interest.

**The MOTION passed 4-0.**

**AGENDA ITEM 3: CONDITIONAL USE: HDI REAL ESTATE, INC C/O RICK BOVE: PROPOSAL FOR OUTDOOR SEATING FOR MIMMOS RESTAURANT LOCATED AT 4 CARMICHAEL STREET IN THE MIXED USE-PLANNED UNIT DEVELOPMENT ZONE (MXD-PUD) (MXD-C SUBZONE) AND BUSINESS DESIGN CONTROL (B-DC) OVERLAY ZONES. TAX MAP 91, PARCEL 4-1.**

There was no one in the audience to represent this application. Board Member Norton asked staff to confirm that the parties were notified.

**Board Member Norton MOVED and Board Member Yandow SECONDED a MOTION to open the Fact-Finding/Public Hearing and continue the application to the August 4, 2022 meeting. The MOTION passed 4-0.**

**AGENDA ITEM 4: POSSIBLE DISCUSSION ON ZONING REGULATION USES.**

Sharon Kelley asked if the ZBA working groups have met and if anyone has an update. She suggested that the ZBA may work better as a full group and suggested they review some of the materials previously provided to them and then meet as a group to discuss the items. Kelley suggested they start with the permitted and conditional uses specific to the RPD-I zone, along with Mr. Senecal's request to add uses to this zone. Chairman Martin noted that the Board has been waiting to get various group information from the Planning Commission. It was agreed to put this item on the August ZBA meeting.

**AGENDA ITEM 5: MINUTES: June 2, 2022**

**Vice Chair Plageman MOVED and Board Member Yandow approved the 625/2022 minutes with the following change: Lines 56: Change "discussed" to "discussion". The MOTION passed 4-0.**

**AGENDA ITEM 6: ELECTION OF OFFICERS:**

**Board Member Yandow MOVED and Vice-Chair Plageman SECONDED a Motion to re-approve the existing slate, Nick Martin, Chair; Michael Plageman, Vice-Chair; and Tom Yandow, Clerk. The MOTION passed 4-0.**

516 **OTHER BUSINESS:** Sharon Kelley provided a copy of an email from Chris West, 10 Old  
517 Stage Road, which stated he was withdrawing his application at this time.

518  
519 The meeting adjourned at 7:44 p.m.

**ZONING BOARD OF ADJUSTMENT**

520  
521 By:

522  
523 Nick Martin, Chair  
524