**Town of Essex Planning Board Meeting Minutes – May 16, 2018**

The meeting was called to order at 7:30 PM by Vice Chair Westley Burnham. The Meeting was held at the Essex Town Hall 2nd floor conference room, 30 Martin Street, Essex, MA 01929.

**Board Members**

Present Members, Westley Burnham, S. Sturgis Crocker, William French, Matt Greco, Dexter Doane, Michael McConnell

 Absent Members, Kimberly Drake

Building Inspector: William Sanborn

 Administrative Assistant: Mary Heeney

**Building Inspector’s Report**

The Building Inspector did not have any Building Permit Applications which require review by the Planning Board.

**46 Robbins Island Road – Old Map (19-73) New Map (108-014) Karoline & James Ryan, Application & Site Plan**

Wes Burnham explained to the Board why the owners and architect for 46 Robbins Island Road were presenting an application and site plan. A new non conformity is to be created and requires a Special Permit from the Planning Board.

The architect, Robert Gulla, also spoke to the Board addressing the non conformity. The current dwelling will be torn down and rebuilt on the same footprint in compliance with required setbacks. The first floor will be raised above the flood zone height. The house itself will be the same height as the original, but will be raised on concrete piers.

Wes Burnham also explained that if the Board accepts the application, there will be a Public Hearing for a special permit under section 6-12.6 of the zoning By-Law.

William French made a motion to accept the application to rebuild an existing dwelling and raise the first floor above the flood zone height and schedule a public hearing on June 6th.

Samuel Crocker seconded the motion.

The motion was passed unanimously by the Board Members present.

**Election of Board Officers**

William French made a motion to appoint Westley Burnham to the position of Planning Board Chair.

Dexter Doane seconded the motion.

The motion was voted unanimously.

Samuel Crocker made a motion to appoint Matt Greco to the position of Vice Chair.

William French seconded the motion

The motion was voted unanimously.

William French made a motion to appoint Michael McConnell to the position of Clerk.

Samuel Crocker seconded the motion.

The motion was voted unanimously.

**Meeting Minutes**

The Board reviewed the Meeting Minutes May 02, 2018.

 Samuel Crocker made a motion to approve the minutes as written.

William French seconded the motion.

The motion was approved by a majority of the Board Members present.

**Adjourn**

Samuel Crocker made a motion to adjourn the meeting.

William French seconded the motion.

The motion was unanimously approved by a majority of the Board Members present.

The Vice Chair declared the Meeting to be adjourned at 8:30 PM.

The next Meeting of the Town of Essex Planning Board will be held on June 6, 2018 at the Essex Town Hall 2nd floor Meeting Room, 30 Martin Street, Essex and will commence at 7:30 PM.