**Town of Essex Planning Board Meeting Minutes – March 21, 2018**

The meeting was called to order at 7:30 PM by Vice Chair Wes 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, Dexter Doane, Matt Greco

 Absent Members, Kimberly Drake, Corey Jackson, William French

Building Inspector: William Sanborn

 Administrative Assistant: Mary Heeney

Also in attendance:

 Helen Brown

 Michael McConnell

**Building Inspector’s Report**

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

* The Vice Chair asked the Building Inspector for an update on the property located at 26 John Wise Ave. The Building Inspector reported that there is still a zoning violation.
* The Building Inspector reported that he had been to check on the property located at 147 Eastern Ave. He noted that since the last time he visited the property, there appeared to be less vehicles on the lot.

**BOARD DISCUSSION:**

* Discussion with Building Inspector on 60 Eastern Avenue. Site Plan Review was approved. Plan states that a ½ bath will be installed. Building Inspector stated that it will have to clear with the DPW.
* Discussion on screening at 60 Eastern Ave. – George Glynos
* Helen Brown, 11 Water Street, presented a letter requesting screening (trees & fencing) on the back part of the property at 60 Eastern Ave adjoining her property. Citing that the landscaping business that the property is now being used for is disruptive to the neighborhood. She also presented a letter from James and Patricia Burnham with a similar request.

The Building Inspector suggested that trees would buffer the sound better than a fence. The Vice Chair informed Ms. Brown that the Building Inspector is the Enforcement Officer and that he would follow up on what the requirements are for Mr. Glynos. The Vice Chair also informed Ms. Brown that the review of the plan was started six weeks ago and that her concerns should have been presented before the March 21, 2018 meeting.

* Continued discussion of the Downtown Zoning Area-to make lots conforming, or less non-conforming.
* The Vice Chair informed the Board that he had heard from Town Counsel regarding the two Special Conditions that were annotated on a 1984 approved subdivision plan.
* The Vice Chair discussed the Public Hearing that will be held on April 4, 2018 regarding changes to the Flood Plain Bylaws.

**Meeting Minutes**

The Board reviewed the Meeting Minutes of March 07, 2018. Samuel Crocker made a motion to approve the March 07, 2018 minutes as written.

Dexter Doane seconded the motion.

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

**Adjourn**

Matt Greco made a motion to adjourn the meeting. Dexter Doane seconded the motion which was 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 April 4, 2018 at the Essex Town Hall 2nd floor Meeting Room, 30 Martin Street, Essex and will commence at 7:30 PM.