**Town of Essex Planning Board Meeting Minutes –March 16, 2022**

**The Public Meeting of the Town of Essex Planning Board was held at the Essex Town Hall 2nd Floor Stage, and commenced at 7:00 PM.**

At 7:00 PM the Planning Board meeting was called to order by Chair, Kimberly Drake.

**Board Member Attendance:**

In person**:** Michael McConnell, Lisa O’Donnell, Shelly Bradbury, S. Sturgis Crocker, Matt Greco

Remotely**:** Kim Drake

Absent: Westley Burnham

Attendees: Ruth Pereen

Administrative Assistant: Mary Heeney

**BUILDING INSPECTOR’S REPORT:**

67 Main Street, Map 128-161 Stacy & Paul Clarimundo

The board reviewed an application for 67 Main Street to replace a three story deck on the rear of a building. Remove existing deck, footings, rear stairs and replace. There will be no expansion on the new deck. It is currently three levels and will remain three levels. The Building Inspector informed the board that the application has Con Com and DPW approval.

The Chair asked if there were any questions. There were none.

Lisa O’Donnell made a motion to approve the replacing of a new deck at 67 Main Street as a 6-4.2 finding.

Michael McConnell seconded the motion. The motion passed unanimously.

**BOARD DISCUSSION:**

The Building Inspector notified the board that the new on line permitting is now active. He briefly discussed the process for a new permit. Applicants will now be able to create an on line application before they see the Building Inspector. Applications are available for the general public to review, however only authorized boards will have access to specific comments. Discussion continued on how the Planning Board would access the new permits and what their responsibility would be. Lisa O’Donnell will look into the ability of the board to view applications on the meeting room screen.

**7:30 PM: MAPC**

MAPC remote presentation

Presented by: Andrea Harris-Long

 Courtney Lewis

The MAPC presented their findings from the February 15 remote Community Forum as well as the results from the survey that was open to Essex town residents 2/15-3/1/2022.

* February 15, 2022 Community Forum

Discussion on the *Future of Zoning in Essex*

This was the First Community Forum presented to the Town of Essex by MAPC. Attendees heard how other communities use zoning and how zoning in Essex could be updated. Goals of the project were discussed as well an overview of the current zoning and ways the Town’s zoning can be modified in the future.

* February 15-March 1, 2022 Essex Community Survey

MAPC presented the results of the community survey.

The survey was open for two weeks. There were 428 responses. MACP provided the results of the public survey and an overview of the current bylaw. Survey results and a sample of the comments received were presented. General suggestions were provided for consideration relative to the organization and content of the bylaw. A copy of the presentation will be provided to the planning board. This information will be conveyed during the next virtual public forum on March 23 at 7:00 PM.

The Chair asked the board how they would like to continue the meetings, in person or using remote applications. The board voted unanimously to continue meeting in person.

**BOARD MEMBER COMMITTEE UPDATE:**

* Community Preservation Committee – Kim Drake

Kim Drake informed the board that the Community Preservation had not met.

* Strategic Planning Committee –Westley Burnham

Westley Burnham was not present

* Economic Development Committee –Westley Burnham

Westley Burnham was not present.

* Housing Coalition --Shelly Bradbury

Shelly Bradbury informed that the Housing Coalition had not met.

**BOARD REVIEW OF MEETING MINUTES:**

The board reviewed the meeting minutes of March 2, 2022.

* Michael McConnell made a motion to approve the minutes as amended.
* S. Sturgis Crocker seconded the motion. The motion was unanimously approved by the members voting.

**Adjourn:**

Michael McConnell made a motion to adjourn the meeting of the Planning Board

Lisa O’Donnell seconded the motion

The motion was unanimously approved by the Board Members The Chair declared the Meeting adjourned at 9:15 PM.