



## Sharon Kelley

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**From:** jason@adamspropertiesvt.com  
**Sent:** Tuesday, April 05, 2016 12:10 PM  
**To:** Sharon Kelley  
**Subject:** RE: 39 River Rd

Hi Sharon,

The hair salon is now only a 2 chair operation. It changed owners about a year and a half ago and got rid of a chair.

You are correct, NuHarbor Security does not have customers coming in and out.

Nikon has been in the building since 2000 (when it was built). Their space is office only. I couldn't find any copies of permits for them in my folder.

The dance studio has been there since 2011. It was originally a studio for Essex Rec and Parks but as of last year the dance studio, Elan, went from subleasing from EJRP to leasing it from us and EJRP moved out. They came in right when we were going through a personnel change here, so either I neglected to get a permit or I thought the woman who was getting ready to leave got the permit because she used to. Either is possible since I used to think permits were tied to construction not use, and we didn't do any construction.

How would you like to proceed on the lack of permits for Nikon and Elan? Is this something I could apply for retroactively?

Thanks,

Jason

Jason D. Adams  
Adams Real Properties, LLC  
Office: (802) 863-3663  
Fax: (802) 865-4986

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----- Original Message -----

Subject: RE: 39 River Rd  
From: Sharon Kelley <skelley@ESSEX.ORG>  
Date: Tue, April 05, 2016 11:24 am  
To: "jason@adamspropertiesvt.com" <jason@adamspropertiesvt.com>  
Cc: Sharon Kelley <skelley@ESSEX.ORG>

Hi Jason,

I am going to need your assistance. I have a permit for a 3-chair hair salon, and various other uses (see attached), however I cannot find any permits issued for Nikon or the ballet studio. When did these businesses

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**From:** [jason@adamspropertiesvt.com](mailto:jason@adamspropertiesvt.com) [<mailto:jason@adamspropertiesvt.com>]

**Sent:** Tuesday, April 05, 2016 9:23 AM

**To:** Sharon Kelley

**Subject:** NuHarbor Security Number of Employees

Hi Sharon,

NuHarbor Security has 10 employees they will be moving to their new location at 39 River Road, Suite 4.

Please let me know if you need any more information.

Thanks,

Jason

Jason D. Adams  
Adams Real Properties, LLC  
Office: (802) 863-3663  
Fax: (802) 865-4986

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April 12, 2016

Sharon Kelley, Zoning Administrator  
Town of Essex Offices  
81 Main Street  
Essex Junction, VT 05452

RE: Commercial Building at 39 River Road  
Proposed Change of Use in Suite 4

Dear Sharon:

We understand you have spoken with Jason Adams of Adams Properties, regarding the proposed change of use of suite 4 of the six suite commercial building at 39 River Road in Essex. Specifically, you have requested an analysis of the adequacy of the existing parking area of the property to serve the buildings uses, and to evaluate the traffic generated from the building on the shared entrance/exit with River Road. The proposed occupant of suite 4 is a proposed security company office. Suite 4 occupies 2,495 square feet of the building.

In accordance with your email to Jason on April 5<sup>th</sup>, we have provided the following parking analysis associated with this proposed change of use of suite 4, and the existing uses in the remaining 5 suites:

*Parking Analysis:*

*Suite 1- J P's Diner*

Basis of calculations - Town of Essex Zoning Regulations, Table 3.3  
Restaurant w/o drive-in - 1 space/100 sf gross floor area x 3,600 sf = 36 spaces

*Suite 2 - Hair Salon*

Basis of calculations - Town of Essex Zoning Regulations, Table 3.3  
Personal Services - 1 space/200 sf gross floor area x 1,200 sf = 6 spaces

*Suite 3 - Ballet Dance Studio*

Basis of calculations - Town of Essex Zoning Regulations, Table 3.3  
Personal Services - 1 space/200 sf gross floor area x 2,025 sf = 10 spaces

*Suite 4- Proposed Security Company Office*

Basis of calculations - Town of Essex Zoning Regulations, Table 3.3  
Professional Office - 1 space/250 sf gross floor area x 2,495 sf = 10 spaces

*Suite 5- Nikon Office*

Basis of calculations - Town of Essex Zoning Regulations, Table 3.3

Professional Office - 1 space/250 sf gross floor area x 2,820 sf = 11 spaces

*Suite 6- Beer Brewery (Brewing and retail store/tasting room)*

Basis of calculations - Town of Essex Zoning Regulations, Table 3.3

Light Manufacturing - 1 space/400 sf gross floor area x 1,430 sf 4 spaces

Retail Use - 1 space/250 sf gross floor area x 1,430 sf 6 spaces

Total Required Parking Spaces = 83 spaces

The building is currently served by parking areas on the north, south, and east sides of the building. There are 25 existing spaces available on the south (front) side of the building, 23 existing spaces on the east side of the building, and 39 existing spaces on the north side of the building. These three areas provide a total of 87 spaces. Therefore, there are 4 more spaces than the minimum calculated. Also, some of these uses do not have the same operating hours, so it is likely that this calculated required number of spaces is conservative.

*Traffic Analysis* - The proposed daily and peak hour traffic generation for building #3 with the existing uses in suites 1, 2, 3, 5 and 6, and the proposed use in suite 4 of office use, is presented in the attached spreadsheet. Trip generation using these occupancies was found to be less than anticipated in 1990 when this building was originally permitted.

Building #3's anticipated AM and PM peak hour trips are calculated at 64 vph and 61 vph respectively. In comparison, the 1990 values used for AM and PM peak hour traffic were 150 vph and 149 vph respectively. As you can see, the current peak hour trip generation is substantially less than anticipated and approved in 1990. These same conservative 1990 trip generation values were used when we prepared a traffic analysis of the intersection with River Road for Brad Gardner for the residential project behind this site. Given that River Road has both exclusive right and left turn lanes into this site, and turning lanes for exiting the site, we do not anticipate a significant change in the capacity or level of service at the project access road/River Road intersection resulting from the change of occupancy in suite 4. A review of VTrans traffic volumes along River Road at this general location indicates that from 2002 to 2013, volumes along River Road have dropped from 8,700 vpd to 6,600 vpd.

## Sharon Kelley

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**From:** jason@adamspropertiesvt.com  
**Sent:** Tuesday, April 05, 2016 10:23 AM  
**To:** Sharon Kelley  
**Subject:** RE: 39 River Rd

Hi Sharon,

There are 84 total parking spots at 39 River Road. The following are the current occupants in the building:

JP's Restaurant- and 85 seat restaurant

Danielle's Hair Salon- They have 2 hair dressers and a part time massage therapist.

Elan Studio- A ballet studio with classes up to 25 and 1 instructor. Their classes are M-F 4:30pm-8:45pm, Saturday 9am - 6pm and Sunday 10am-2pm.

Nikon- Office with 14 employees

1st Republic Brewing- I believe they received approval for 5 employees and a 12 seat tasting room.

NuHarbor Security's hours are M-F 9am -5pm. During the week days there is always a lot of excess parking. On Saturday and Sunday morning parking gets tight on the front and right side of the building because of JP's, but there are always available spaces in the back of the building.

Thanks,

*↑ NO customers coming in + out.*

Jason

Jason D. Adams  
Adams Real Properties, LLC  
Office: (802) 863-3663  
Fax: (802) 865-4986

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----- Original Message -----

Subject: RE: 39 River Rd

From: Sharon Kelley <skelley@ESSEX.ORG>

Date: Tue, April 05, 2016 10:01 am

To: "jason@adamspropertiesvt.com" <jason@adamspropertiesvt.com>

Cc: Sharon Kelley <skelley@ESSEX.ORG>

Hi,

Please let me know who else shares in this building and their parking needs.

SK

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**From:** jason@adamspropertiesvt.com [mailto:jason@adamspropertiesvt.com]  
**Sent:** Tuesday, April 05, 2016 9:23 AM

*Summary -*

There are no exterior sitework improvements proposed with this change of occupancy. As outlined above, this change of use does not result, in our opinion, in any additional parking spaces being needed. It is also our opinion that the existing uses and the proposed office use in suite 4 will not create an unsafe condition at the intersection of the drive serving this commercial building with River Road.

We have attached a floor plan prepared by Jason Adams of the building at 39 River Road depicting the existing uses, and parking calculations for each unit as represented above. Please feel free to call if you have any questions.

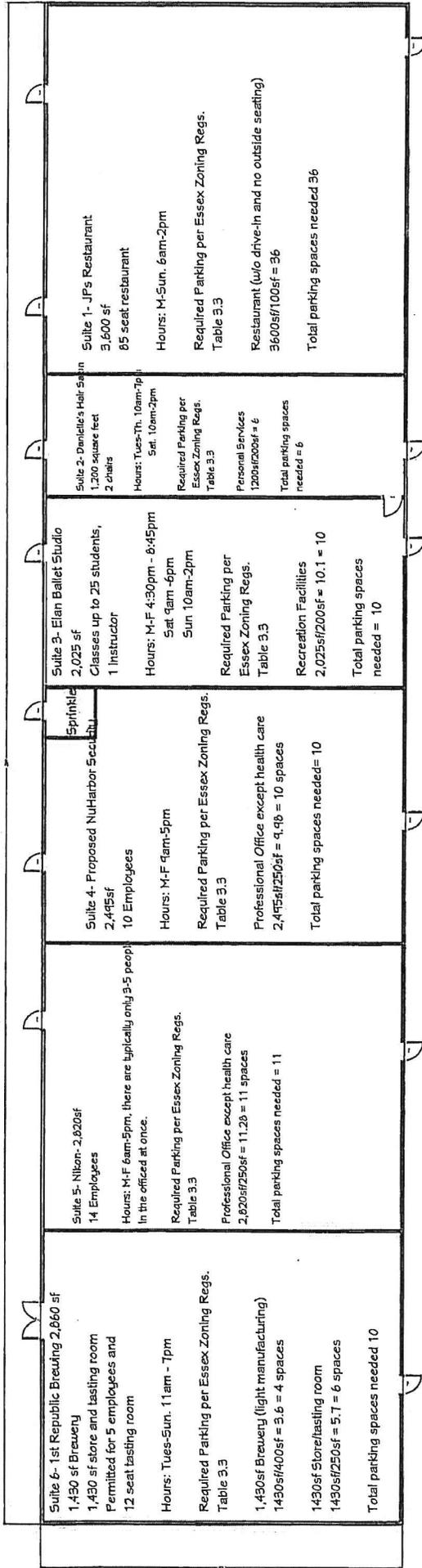
Sincerely,



Doug Goulette, P.E.

Encl.

c: Jason Adams



Total parking spaces for the entire building, including proposed office space for NuHarbor Security = 83

Per google earth image there are 84 parking spaces on site

Total Building Square Footage = 15,000sf

39 River Road, Essex Jct.  
Building Floor Plan  
Scale 1" = 20'  
4/5/2016