

October 24, 2025

Sharon Kelley  
Zoning Administrator  
Town of Essex, VT  
81 Main St. Essex Jct., VT

RE: Shenk Enterprises, LLC & Black Bay Ventures XIV, LLC  
Saxon Hill Industrial Park - 55 Thompson Drive  
Site Plan Application

Dear Sharon:

I am writing on behalf of Shenk Enterprises, LLC and landowner Black Bay Ventures XIV, LLC c/o David Logan to apply for site plan review of an undeveloped parcel of land located at 55 Thompson Drive in the Saxon Hill Industrial Park. The parcel is approximately 8.86 acres and has class II wetlands with associated 50-foot buffers on the north end. The project proposes to construct a 41,250 SF warehouse use building on the southern end of the parcel. The proposed use includes 34 parking spaces, 6 truck docks and overhead doors on the north side of the building.

A total of thirty (30) employees are proposed for the building which will require 450 GPD of water and sewer (30 employees x 15 GPD/employee). A 8" C900 PVC water service is proposed to connect to the existing water main on Thompson Drive. Two (2) proposed 6" SDR 35 sewer services will gravity feed to a proposed grinder pump station, which will pump to the existing sewer service stub on Thompson Drive, near the northeast corner of the Lot.

The proposed 41,250 SF warehouse use building will generate an estimated 7 PM peak hour trips according to the ITE Trip Generation Manual, 11<sup>th</sup> Edition. An estimated 10 daily heavy truck trips are expected for the facility. A traffic assessment by Wall Consultant Group is included with our submission.

Stormwater runoff is proposed for treatment via an infiltration basin. Runoff from the proposed building, access/parking areas, and sidewalks will receive pretreatment from a forebay before entering the infiltration basin. Proposed erosion prevention measures consist of silt fence along the outer limits of disturbance as well as a stabilized construction entrance.

Proposed site lighting consists of pole-mounted and building-mounted downcast LED fixtures. Please review Sheet 2, Lighting Plan, for more details. Landscaping consists of a combination of trees and shrubs. The 50-foot front buffer (along Thompson Drive) is only proposed to be

cleared for the access driveway and utilities. Please see Sheet 3, Landscaping Plan, for more details.

The existing parcel is currently used unofficially by the public for recreation which includes usage along non-deeded (and with no permission) portions of this parcel. In similar fashion to what was agreed to when developing 35 Thompson Drive, we would be open to consideration a deeded access granted to the Town of Essex access along the North-West portion of the property to align with a connectivity of paths to existing Town Lands. An amicable Trail Easement Agreement would be entertained if desired with acceptable terms by the Town of Essex. I would offer a 50' Non Motorized Recreation and conservation easement measured 50' from the current high water mark running generally East/West along the Northern Boundary, this would coincide with the easement granted when we permitted 35 Thompson drive and would allow a deeded connection between existing trails on private land and trails located on Town owned land. This is not shown on the submitted plans as it is not currently a deed access or is it a regulation requirement to provide deeded access to the Town when submitting site plans.

The entire parcel, including all other existing lots and buildings along Thompson Dr and Corporate Drive are within the Habitat Connector per the 2024 Town Plan Map. Please see attached Town Plan Map identifying all Habitat Connectors.

The site will be cleared to provide access, utility infrastructure, building construction, and associated parking and drives. This includes a portion of developable land on the North side of the parking lot that while not currently proposed for development will be cleared and established as lawn for future consideration. It will require a minimal amount of effort now to stabilize as lawn and will create less disturbance if it were to be cleared at later date. Given the speculative nature of the development, it is anticipated this can be used as either outside storage, additional parking if needed or potentially a future building site.

Regulations require the identification of 15%-20% slopes within the project. While the regulations do not identify how this is to be calculated, we have provided mapping of the site that identify slopes as measured every 2' contour and also an overall slope calculation in both North-South and East-West directions. Utilizing the NS/ EW method, there is less than 5% gradation change over the entire disturbed site measured at the most conservative location. However, within the proposed site there are areas identified that show undulations that contain both 15% & 20% slope changes. Most of these slopes are located along the leading edge of the loading dock area where the final grade will have a 4' delta to achieve a loading dock arrangement. The natural contours of the site fit well with the final grading of the building and associated parking. In addition, the final grading of the site will eliminate existing 15-20% slopes thus yielding a more level site and reducing the amount of steep slopes within the parcel.

Parking has been provided with a front parking area of 21 spaces and rear parking area of 13 spaces for a total of 34 spaces. See Site Plan 1 for parking computations per regulations

(measured at 20 or 103 spaces), we have elected to provide 34 spaces as we feel it will most likely satisfy the future occupant with the understanding we have additional room to the north (subject to permitting) to add parking if required by a future user.

The project is not located within the FEMA floor plain area.

The building will be designed to be solar ready for roof-top solar. The roof loads and the building electrical service will be sized and specified appropriately. No ground mounted solar is being proposed.

There are no new hydrants being proposed as there is an existing fire hydrant located in close proximity to the proposed building along Thompson Drive. The FDC location is noted on the drawings. The KNOX box will be located adjacent to the front door. Upon final design of the building, we will provide the fire department with copy of the fully addressable fire alarm system and sprinkler system along with they hydraulic calculations.

Please find the following information attached:

- 1) Signed DRB Application;
- 2) Abutters List & Mailing Labels;
- 3) Six (6) sets of plans; include habitate connector drawings
  - a. Three (3) full size sets
  - b. Three (3) 11x17 sets
- 4) Traffic Assessment by Wall Consultant group;
- 5) Application Fee of \$266.56.

If you have any question or need additional information, please let us know.

Sincerely,

*David Shenk*

David Shenk