

**Minutes of the St. Albans City Development Review Board**  
**St. Albans City Hall**  
**100 North Main Street St. Albans, VT**  
**Meeting Date: June 2, 2014**

*Approved January 5, 2015*

Called To Order At: 6:32 p.m. by D. Degree V. Chair

Members	Present	Absent	Recused
Megan Manahan, Chair		x	
Dustin Degree, V. Chair	x		
Michael Walsh	x		
Gerry Muehl	x		
Heather Fontaine	x		
Rebecca Pfeiffer		x	
Owen Manahan		x	

**Staff Present:**

**Michelle Boudreau, Zoning Administrator**  
**Robin Morrill, Minute Taker**

**Public Present:**

Pat Cross- Cross Consulting  
 Andy Hoak - Ruggiano Engineering, Inc.  
 Jacqueline Brown  
 Chris Dermody

**Pledge of Allegiance**

**A. INTRODUCTION TO DESIGN ADVISORY BOARD**

The Development Review Board was introduced to the new Design Advisory Board.

**B. DEVELOPMENT REVIEW**

**1. Case 2014-006. 29 Bellows St./St. Albans City School Parcel #22,007,011**

Applicant requests a minor site plan amendment. Applicant would like to construct a 24'x48' storage facility. This property is located in the LDR Low Density Residential District.

The Zoning Administrator read the account into record. V. Chair D. Degree swore in all those giving testimony regarding Case 2014-006. Pat Cross of Cross Consulting presented plans and a description of the request and improvements. When questioned by the DRB what the purpose of the proposed building was, the applicant's representative stated that it would be used to store a tractor, supplies for the tractor and building supplies.  
No public comment. Vice Chair D. Degree closed the hearing at 6:40 pm.

**2. Case 2014-007. 39 Barlow St./City of St. Albans/Parcel #25,006,039** - Applicant requests a major site plan amendment. Applicant would like to construct a 6'x8' storage shed and a 36'x19' backstop. This property is located in the LDR Low Density Residential District. The Zoning Administrator read the account into record. Vice Chair D. Degree swore in all those giving testimony regarding this application.

The Zoning Administrator read the account into record. V. Chair D. Degree swore in all those giving testimony regarding Case 2014-007. Pat Cross of Cross Consulting presented plans and a description of the request and improvements. There was no public comment. Vice Chair D. Degree closed the hearing at 6:45 pm.

**3. Case 2014-008. 5 Spruce St./REA, Inc./Parcel #23,080,005** - Applicant requests changes to a recently approved Major Site Plan. This property is located in the B-1 Business 1 District.

The Zoning Administrator read the account into record. V. Chair D. Degree swore in all those giving testimony regarding Case 2014-008. The Zoning Administrator read the account into record. Pat Cross of Cross Consulting presented plans and a description of the request. M. Walsh and G. Meuhl both questioned the curb cuts. M. Walsh questioned where water would run off to, and an earth berm was discussed to keep runoff from going to the adjacent property. There was no public comment. Vice Chair D. Degree closed the hearing at 7:04 pm.

**Motion by Mike Walsh to amend the agenda to enter deliberative session while waiting for the Applicant who is meeting with DAB (double booked meetings tonight) upstairs, second by G. Meuhl with all in favor.**

**Motion by H. Fontaine to return to regular session from deliberative session at 7:25 pm, second by G. Meuhl with all in favor.**

**4. Case 2014-009. 70 & 90 Federal St. / Jolley Associates/Parcel #23,033,070 & 23,033,090** - Applicant requests the board to consider a variance request in regards to Section 415 (B) of the Land Development Regulations. This property is located in the B 1Business 1 District.

The Zoning Administrator read the account into record. V. Chair D. Degree swore in all those giving testimony regarding Case 2014-009. A. Hoak of Ruggiano Engineering, Inc. representing the applicant stated that there were no changes to the application, read through the 5 Item requirements for requesting a variance and gave reasoning as to why he feels the

requirements are being met. M. Walsh questioned what would be sold in the proposed Attendant Building. A. Hoak did not have a definite list of items but did state that water and maps were a possibility. M. Walsh asked if the restrooms for the Attendant building would be accessed from the outside of the building. A. Hoak said no, the restrooms would be accessed from inside. C. Dermody stated that the proposed design does not address the requirements in section 415 of the Zoning Regulations.

Public comment: Jacqueline Brown wanted to know what the plans were for the scale that is now on the property and A. Hoak stated that it could stay and be placed under the canopy that is attached to the proposed Attendant booth. Jacqueline Brown also stated that she would like anything that was proposed to be as close as possible to what is existing now. With no further comment V. Chair D. Degree closed the hearing at 7:47 pm.

**5. Continuation of Case 2014-005 70 & 90 Federal Street/Jolley Associates/Parcel #23,033,070 & 23,033,090 - Applicants request a major site plan review. Applicant would like to demolish and redevelop a gas station. This property is located in the B-1 Business 1 District.**

The Zoning Administrator read the DAB's recommendations. A. Hoak stated that the Applicant would like to withdraw the application and return at a later date with a new proposed plan. V. Chair D. Degree accepted the Applicants request to withdraw and closed the hearing at 7:50 pm.

**C. OTHER BUSINESS-**

a. Approval of Meeting Minutes-D&V

**Motion to accept the minutes of May 5<sup>th</sup>, 2014 by Heather Fontaine, second by Gerry Meuhl with all in favor.**

**D. PUBLIC COMMENT**

No public comment

**Motion to move into deliberative session at 7:51 pm by Mike Walsh, second by Heather Fontaine with all in Favor**

Respectfully submitted,  
Robin Morrill  
Minute taker