

Minutes of the St. Albans City Planning Commission
St. Albans City Hall
100 North Main St. St. Albans, VT
Meeting Date: April 20, 2015

Approved June 15, 2015

Meeting Called To Order At: 6:30 pm by Chris Dermody, Chair.

PC Members	Present	Absent
Chris Dermody, Chair	x	
Jackie Deslauriers	x	
David Barber, V. Chair	x	
Michael Gawne	x	
Tom Murphy	x	

Staff Present:

Chip Sawyer, Director of Planning & Development
Robin Morrill, Minute Taker

Public Present: NONE

AGENDA

1. Discuss any additions or deletions to agenda. - None
2. Review draft Housing Study report

C. Sawyer gave an overview of the memo from the himself to the City Planning Commission dated 4-16-15. Considerable discussion as to where additional housing should be located. Brief discussion on upgrades needed for buildings that are presently not being used that could be improved upon to provide additional housing. The members of the Planning commission request that C. Sawyer submit an executive summary report for the next meeting.

3. Update on proposed revisions to Land Development Regulations, multiple sections concerning creation of Medical Institution District.

- a. Recommendation to City Council concerning Clinic/Medical Facility use in LDR District.

C. Sawyer discussed current Clinic/Medical Facility businesses in the Low Density Residential District that would be “grandfathered” under the current proposed regulatory amendments before the City Council. Two out of the three businesses affected, a dental clinic and a doctors’ office, did not want to be grandfathered. There was general discussion about the merits of leaving the change in the current proposal or waiting until after the areas around these businesses could be

considered for redistricting.

Motion by M Gawne to recommend to the City Council that the removal of Clinics/Medical Facilities from the Low Density Residential District be retained in the current proposal, second by David Barber with all in favor.

- b. Discuss redistricting of areas affected by Clinic/Medical Facility Change

General discussion about redistricting the areas of Fairfield Street and lower Congress Street, which are currently in the Low Density Residential District.

- 4. Discuss Zoning Re-Write project.

C. Sawyer discussed the List of Major Changes Considered for Permitting Re-Write Project.

C. Sawyer suggested that discussion of several relevant sections at a time would be more productive, possibly move things along smoother and could expedite the process.

- 5. Discuss up-lighting

Section 518 essentially prohibits up-lighting. C. Sawyer discussed and gave a presentation of different examples, stating that Section 518 essentially prohibits up-lighting. He will be researching guidelines for landscaping, parks and streetscapes, architectural features and (inaudible). Research to include; light strength limits, construction materials to prevent glare, engineered targeting to avoid leakage around intended subjects. If accepted all up-lighting would require DAB approval.

- 6. Other Business

- a. Action item list - Briefly discussed
- b. Approval of Minutes

Motion by Jackie Deslauriers to accept the minutes of February 16, 2015, second by David Barber with four in favor and Michael Gawne abstained.

Motion by Michael Gawne to accept the minutes of March 16, 2015, second by David Barber with all in favor.

- c. Other

Motion by Michael Gawne to have Planning Commission meetings beginning at 6.00 pm. and to adjourn no later than 9:00 pm, second by Jackie Deslauriers with all in favor.

D. Barber discussed the Hazard Mitigation Plan and stated that it should have some simple correction. D. Barber to forward corrections to C. Sawyer electronically.

- 7. Public Comment

NONE.

Motion to Adjourn at 8:30 pm by Michael Gawne, second by David Barber with all in favor.

Respectfully submitted,
Robin Morrill
Minute Taker