

**Minutes of the St. Albans City Planning Commission**  
**St. Albans City Hall**  
**100 North Main St. St. Albans, VT**  
**Meeting Date: May 19, 2014**

*APPROVED JUNE 16, 2014*

Called To Order At: 6:30 P.M. by C. Dermody, Chair.

PC Members	Present	Abse nt	Recuse d	Observe d
Chris Dermody, Chair	x			
Jeff Bean	x			
David Barber	x			
Peter Ford	x			
Ryan Doyle	x			
Open Seat				
Tom Murphy		x		

**Staff Present:**

Michelle Boudreau, Zoning Administrator  
 Chip Sawyer, Director of Planning & Development  
 Robin Morrill, Minute Taker

**Public Present:**

Andy Hoak  
 Nate Neale-Property owner of 38 North Main St.  
 Dave Ainsworth-Mylan Technologies  
 Peter Cross - Mylan Technologies  
 Denise Smith- Director for Friends of Northern Lake Champlain.

1. Discussion of possible Zoning revisions.

A. Signs with interior lighting in Design Review District 1. C. Sawyer gave a description of the lighting requested by the UPS Store at 38 No. Main St. Nate Neale, property owner of 38 No. Main St. asked the PC board members their opinions of the look of the illuminated lights. P. Ford suggested interior downward lighting onto the signs versus illumination. C. Dermody said that the two signs that were not right in the front windows were acceptable, yet the ones closest to the street were in violation. J. Bean explained that the outward illumination onto the street was the issue. When N. Neal was asked if the lights were turned off during hours that the store was closed he answered that UPS Corporate requires them to be on 24/7. P. Ford stated that UPS Corporate has no say in the matter that it is a regulation

of the City of St. Albans. After lengthy discussion and no resolution, the PC board members and N. Neale agreed to continue to work together to find a solution that would be acceptable for both the UPS store and the City.

B. Reduction of setbacks in Service Industrial District areas bordering rail lines. C. Sawyer described Mylan Technologies request to adjust the set back rules in the Service Industrial areas, as they have an immediate need for a covered passage between buildings. Any changes to the set back would be specific to properties that border railroad lines. The setback is currently 10'. C. Sawyer stated that there are many instances already where there are 0' setbacks to rail lines. The request at hand is asking for an amendment to the rule that the PC allows a 0' setback along rail line property in the service industrial zone when the rail line is service industrial and also in service industrial on the opposite side of the rail line or in B1 or B2 districts. D. Ainsworth representing Mylan was present for questions from the PC. P. Ford questioned if the green space would still be there if their industrial proposal was approved and stated that green space should not be eliminated. D. Ainsworth responded yes. J. Bean said that he would definitely be in agreement with an amendment to the rule in the service industrial zone and that with a revision it would be much more appealing to new businesses in the industrial zone in the future. C. Dermody questioned if there were trees in the plan. D. Ainsworth explained that trees along a fence like could make it easier for breaching security lines. D. Barber would like to hear from a representative of the Rail Road regarding the proposed setback changes before moving forward with the change.

Straw Poll taken and all PC board members were in agreement to an amendment.

D. Barber stated that the covered passage may act as a buffer to the noise coming from the Mylan plant. J. Bean stated that having a rail line next to a zone is a very appealing benefit to many businesses and the 0' set back would actually be a bonus for maximizing lot use. C. Sawyer to prep for a public hearing with a proposed revision to the rule.

C. Historic site interpretive signs. Dennise Smith-Director for The Friends of Northern Lake Champlain. She is proposing wayside exhibit signs for the history of St. Albans. One in Taylor Park, one at the Railroad and one at the bio retention pond at the Franklin Senior Center. The organization is looking for permits for these signs. C. Sawyer described both regulations Historic interpretive signs (Free Standing Signs) and that there are no signs allowed on residential districts, and accessory structures. Accessory structures are not allowed in the front of buildings. Would the PC agree to a revision allowing for this type of sign and allow it to be placed where it would be most useful and educational. R. Doyle suggested historical interpretive markers, and using that term versus calling it a sign. In any instance there would be specific recommended regarding size, placement and style. J. Bean stated that all historical markers should be consistent in appearance.

Straw Poll taken and all PC board members were in agreement to a revision to the rules associated with these types of requests. C. Sawyer to prep for a public hearing with a proposed revision to the rule.

R. Doyle requested of C. Sawyer to include a 2' setback from the sidewalk and walkways and to

require markers to be low profile. J. Bean suggested the maintenance of the sign be included in any amendment with a provision for recovering the cost should the city have to maintain or remove the sign in the event that it was not being maintained properly.

D. Review section 415 Gas Station design standards. C. Sawyer described the issue at hand with the proposed S.B Collins & Clarence Brown full service filling station at the Federal St. location. Andy Hoak of Ruggiano Engineering described the proposed plans for the new Attendant Building and the location of the pumps along with improvements to the property including construction of curb cuts and sidewalk. Lengthy discussion and questioning followed and all members of the board were not in favor of the plans presented as they are not in compliance with section 415 of the governing regulations. R. Doyle stated that section 415 was created specifically because of a very similar proposal and that a tremendous amount of time was spent writing this section. P. Ford stated that the proposal presented does not merit a rewrite of section 415 and that A. Hoak should consider a reduction in the visual impact of the proposed plans. All board members were in agreement that a new proposal and plans be presented and that any future proposal should adhere to section 415.

E. Re-zoning of section of Lake St. C. Dermody spoke with some neighboring residents regarding the former Chez Paul property being rezoned to commercial property again, and those that he spoke to were in favor. C. Sawyer clarified that if it were rezoned to commercial space that it would not be a guarantee that it would be a store again, that it could be offices. R. Doyle stated that the on street parking would be a benefit to a business in that location and referenced Fairfield St. and the businesses there that meld in with the residential neighborhood. P. Ford is not in favor of rezoning this property as commercial. D. Barber commented that historically this building has been a commercial property and to allow it to go back to commercial would allow the building to be renovated versus a property that is currently in disrepair and has been for some time.

2. Discuss ground mounted solar panels and Public Service Board process. The City has no jurisdiction, C. Sawyer stated the City cannot regulate a solar collector on a flat roof. The City cannot functionally prohibit any other solar panels but they can be treated as an accessory structure and regulated as to placement. If the system is on grid, they fall into the category of a power generating facility and zoning cannot regulate them, they are regulated by the Public Service board. In this instance the PSB notifies the Planning Commission in writing. The PC can then make comments on the proposed system which in turn can trigger a hearing.

3. Zoning Re-Write Project update and next steps. Brief Discussion

4. Housing Study update. Brief Discussion

5. Other Business

No other business

A. approval of minutes.

Motion to accept minutes of April 21<sup>st</sup>, 2014 as amended by Ryan Doyle, second by David

Barber, Jeff Bean abstained with the remainder in favor.

Motion to accept minutes of April 23<sup>rd</sup>, 2104 by David Barber, second by Chris Dermody, Jeff Bean & Peter Ford abstained with the remainder in favor.

Motion to accept the minutes of May 3<sup>rd</sup>, 2014 by Peter Ford, second by Ryan Doyle, Jeff Bean abstained with the remainder in favor.

6. Public Comment

J. Bean is resigning effective immediately and will submit an official letter or resignation.

**Motion to adjourn at 9:05 pm by R. Doyle second by D. Barber with all in favor.**

Respectfully submitted,  
Robin Morrill  
Minute Taker

Should you require any special accommodations, please contact Kristen Smith at 802-524-1500 ext. 253 [k.smith@stalbansvt.com](mailto:k.smith@stalbansvt.com) to ensure appropriate accommodations are made. For the hearing impaired please call (TTY)# 1-800-253-0191