

Minutes of the St. Albans City Planning Commission

St. Albans City Hall

100 North Main Street St. Albans, VT

Meeting Date June 14, 2016

DRAFT

Planning Commission Members

	present	absent
David Barber, Chair	x	
Jackie DesLauriers, V. Chair		x
Michael Gawne	x	
Stan Bradeen		x
Tom Murphy	x	
Amy Paradis, Alt	x	

Staff Present

Chip Sawyer, Director of Planning & Development

Robin Morrill, Minute Taker

Public Present – None

AGENDA

1. Open Meeting: Meeting called to order at 6:02p.m. by David Barber, Chair.

a. Discuss additions or deletions to agenda. D. Barber briefly mentioned the City Council meeting of 6-14 and the green belt discussion, stating that minor changes were made and that it would be brought up again at the next City Council meeting. D. Barber brought Tom Murphy up to date on the Kingman St. design progress.

2. Approval of Minutes

Motion by Michael Gawne, to approve the Minutes of May 16, 2016 as amended, second by Amy Paradis with three in favor and Tom Murphy abstained.

Amendments to the May 16, 2016 consisted of changing the text in the last sentence of item 1 (a) to indicate that the Commission asked C. Sawyer to prepare and amendment for the next meeting for review and in the last sentence of item 4. The title of permitting Administrator to read Administrative Officer versus permitting officer.

3. Public hearing for proposed amendments to Land Development Regulations Articles 2, 5, and 6 concerning driveways.

a. Presentation of proposed amendments and Planning Commission Report – C. Sawyer presented the Proposed Amendments Concerning Driveways and reviewed all sections which included Challenges, Section 516 (G) – existing Setback Areas, Parking and the contingencies with the proposed amendments allowing parking in the side setbacks, the DRB having the ability to waive lot coverage limits, Concerns Addressed and Additional suggestions regarding Front Setbacks.

b. Public comment no public Comment

c. Planning Commission member comments – M. Gawne suggested permitted parking for residents who have no other choice. C. Sawyer said that permitted parking for residents is discouraged as it is administratively problematic. Discussion on residents that do have enough parking yet choose to park on the street because when all residents park in the parking areas, cars need to be moved so others can get out creating an inconvenience for residents. T. Murphy stated that some residents have been parking on the green space for decades with M. Gawne responding that this is not a valid reason giving them the right to do so. Discussion on the number of parking spaces required for a single family being two spaces versus a duplex requirement of 5 spaces. The Commission suggested changing the duplex requirement to 4 spaces versus 5. The following topics were briefly discussed: Demolition of secondary structures versus movable structures, limiting curb cuts to one per residential lot, Article 515.8 discussed with language being refined per M. Gawne's suggestions, M. Gawne discussed a definition of the word Garage being added for clarification in Section 515.8(B), refined language per M. Gawne's suggestions in both sections 515.8 (C & G) as well as the language in Article 6 604(B) Waivers. Several property configurations were discussed that could be considered for front setback parking.

4. Consider any edits to proposed amendments and Planning Commission Report – D&V

Motion by Michael Gawne, instructing Chip Sawyer to edit as directed and submit to City Council, providing a copy of edits to all Commission members, second by Tom Murphy with all in favor.

5. Consider submission of proposed amendments and Planning Commission Report to St. Albans City Council D&V

Memo: Item 4 motion covers both item 4 & Item 5.

6. Discuss draft Design Review rules - C Sawyer discussed M. Gawne's redline review and reviewed his edits of section 703(A) items 1-3. The Commission stated that item A (1) square footage was previously agreed upon to be a maximum of 10,000 s.f. versus 15,000 s.f. C. Sawyer to edit to 10,000 s.f.

Item 703 (C) language changed to "Review Authority in Cases of Deterioration or Damage".

7. City Plan discussion on neighborhoods - C. Sawyer reviewed the section of the City Plan (Our Neighborhoods) which included What in our neighborhoods are we proud of, What do we want to see in our neighborhoods, What do we want Visitors to Remember about our neighborhoods, Our Neighborhoods Goals, Neighborhood Policies & Actions & Proposed Regulatory Amendments for Neighborhoods.

8. Other business –

a. Stebbins-Catherine Planning Project Update – C. Sawyer provided the following update: Five consulting teams have made submissions for the area of Catherine & Stebbins regarding developing the properties there. A preliminary selection has been made from the submissions. That project will continue through the year, resulting with a feasible and visionary analysis of the three properties.

b. Planning & Development update - C. Sawyer provided the following update: All construction projects are going well including the City Hall renovation, It is expected that in July we will be back in the regular section and the auditorium will be finished and ready for many new uses. The Hotel is on schedule. The Vermont Youth Conservation Corps will be doing some green belt tree plantings and some trash pick up, working on trails at Aldis Hill, reestablishment and seeding and possibly other tasks.

c. Other – No other business

9. Public Comment – No Public Comment

Motion to adjourn at 7:54 p.m. by Michael Gawne, second by Amy Paradis, with all in favor.

Respectfully submitted,

Robin Morrill

Minute Taker