

Minutes of the Development Review Board

Meeting Date: September 16, 2013 Called To Order At: 6:30pm

Member	Present	Recused	Absent	Member	Present	Recused	Absent
Megan Manahan	x			Heather Fontaine	x		
Dustin Degree			x	Rebecca Pfeiffer	x		
Michael Walsh	x			Owen Manahan	x		

Pledge of Allegiance

A. PUBLIC HEARING

1. **Case 2013-022 – Americanadian, LLC. 45 Lake Street/Parcel #23,049,045.**
 Applicant requests minor site plan approval due to the enlargement of an existing structure. This property is located in the Business 1 (B-1) District.

The hearing opened at 6:32pm. The Zoning Administrator read into record the staff report. Keith Taruski (Americanadian) presented his application and explained what he was asking for. The applicant explained how the façade will remain the same but that the east side wall will have windows and will recess in 3 feet. The first level will be the property line on the east side but the 2nd, 3rd and 4th stories will be recessed in the 3 feet. It was stressed by the applicant that the façade will not change. Sam Ruggiano on behalf of the applicant and asked general questions about development plans for the adjacent parcel. Peter Cross spoke on behalf of the City of St. Albans and stated that the City encourages Mr. Taruski to demolish and construct a new building – and also supports the application. He state that the City is proposing a hotel which will require them to build right up to the property line and wants the applicant to have eyes wide open as to what the City will be proposing. No material regarding a hotel has been sent in to the Zoning Administrator at this time. Mike W asked where the snow and rain go to which Mr. Taruski replied that there is an interior drainage that will go to the storm drain. With no further questions or public comment the hearing closed at 6:47pm.

2. **Case 2013-023 – St. Albans United Methodist Church/It takes a village Learning Center. 11 Church Street/Parcel #14,021,011.** Applicant requests Conditional Use approval for a daycare facility. This property is located in the Business 1 (B-1) District.

The hearing opened at 6:48pm. The Zoning Administrator read the staff report into record. Jenn Driscoll, applicant for “It takes a Village Learning Center” presented their application. It was noted that the facility would actually be open from 7:00am – 5:30pm and they would start with a staff of 3. They will use the St. Paul’s parking lot only and there would be varied pick up times for the children. They will utilize Taylor Park for outdoor play. With no further comments from staff, the board or the public the hearing closed at 6:55pm.

B. OTHER BUSINESS

1. **Approval of Meeting Minutes** – Rebecca P made a motion to accept the meeting minutes of August 12, 2013. Owen M second with all in favor.
2. **Planning & Development update** – it was noted that Michelle Boudreau is the new Zoning Administrator for the City of St. Albans. A Zoning re-write schedule was passed out to everyone and the ZA encouraged the board to forward their thoughts to the ZA or to Chip Sawyer.

C. PUBLIC COMMENT – there was no public comment

F. DECISIONS - the board went into deliberative session at 6:58pm – motion made by Rebecca P and second by Owen M with all in favor.

A motion to adjourn the meeting at 7:12pm was made by Owen M, second by Rebecca P. with all in favor.

Respectfully Submitted:

Michelle Boudreau
Zoning Administrator