

Meeting Minutes
ST. ALBANS CITY PLANNING COMMISSION
REGULAR MEETING
6:00 PM MONDAY JANUARY 21, 2019
ST. ALBANS CITY HALL, 100 NO. MAIN STREET

Approved February 18, 2019

Board Members Present: David Barber, Chair; Amy Paradis, Vice-Chair; Michael Gawne; Stan Bradeen; Luke Richter

Board Members Absent: None.

Staff Members Present: Chip Sawyer, Director of Planning Development; Wendy Coy, Minute Taker

1. **Open Meeting** – Chair Barber called the meeting to order at 6:04 pm.
 - a. **Discuss additions or deletions to the agenda** – Chair Barber presented a one-page flyer that he received highlighting the City of St. Albans.
2. **Approval of Dec. 17, 2018 Meeting Minutes** – Member Bradeen made one amendment.
Member Gawne made a motion to approve the minutes of December 17, 2018, as amended. Member Bradeen seconded. It was passed with Member Richter abstaining.
3. **Member of public wishes to discuss 48 Lower Newton St.** – Mr. Keith Taruski was present to discuss the zoning of 48 Lower Newton. Mr. Taruski is looking at buying the property. He stated that it is hard to find commercial tenants but the City is doing quite a bit to encourage commercial tenants which is good. He stated that the he has seen that there are not enough residential buildings in St. Albans. He reviewed the types of businesses that could utilize that building. He believes that the building does not fit industrial zoning. Member Bradeen stated that this issue comes back to the Board reviewing the use tables. Chair Barber informed Mr. Taruski that the Board would not be able to give him a decision tonight. Chair Barber stated that he needed some questions answered. He can see a zoning change for this property. Mr. Sawyer stated that Mr. Southwick informed him that multiple people have come in and asked about the zoning of this property. Chair Barber asked if the property had an elevator. Mr. Taruski stated that there was no elevator which made it difficult to rent to multiple businesses. This property was added to the properties that the Board is looking at next week.
4. **Continue Public Hearing on Proposed Amendments to Land Development Regulations**
 - a. **Presentation of proposal for Congregate Housing and proposed boundary change in B1 District** – Mr. Sawyer gave a list of residential definitions. Assisted living is not defined. Many definitions are the same with different names. A dwelling unit has to be complete with its own sleeping, cooking, housekeeping and sanitary facilities to be considered a dwelling unit. Congregate Housing have some that are completely intact and some that have a shared kitchen. Mr. Sawyer reviewed the definition of nursing and residential care homes. There is one major distinction. A nursing home has nursing overview. A residential care home does not. An assisted living residence can provide medical and

nursing services but you do not go to that facility needing that service. It is provided on an as needed basis. The progression seems to be assisted living, residential care, and nursing home. There are no assisted living licenses in the St. Albans area. Mr. Sawyer reviewed version 1 of the Proposed Amendments to the St. Albans City Land Development Regulations Concerning Special Residential Uses and a Boundary Adjustment in the B1 District. Member Bradeen suggested that language be added to stipulate that these definitions applied at the time of the adoption of the amendment. Mr. Sawyer stated that the City wanted to have the definition coupled with the State's definition and, adding that language, would uncouple them. Chair Barber asked if the State defined these homes so that inspections could be done twice a year. Member Bradeen stated that these definitions came into being as there became more need for nuances to the definitions. Mr. Sawyer reviewed the new definitions and the Permitted and Conditional Uses table. Chair Barber asked about the group homes of 8 or less residents being permitted in the service – industrial district. Member Bradeen suggested that it be conditional in the MI district and removed from Service-Industrial. The Board agreed.

- b. **Board and Public Comment** – There was no public comment.
 - c. **Consideration of any motions to revise the proposed amendments and PC report** – Member Gawne stated that there are still other definitions that the Board needs to come back to, such as the definition of family.
 - d. **Consideration of motion to approve amendments and refer to the City Council - Member Bradeen made a motion to approve and forward Version 1 of the Proposed Amendments to the St. Albans City Land Development Regulations Concerning Special Residential Uses and a Boundary Adjustment in the B1 District. Vice-Chair Paradis seconded the motion. It passed unanimously.**
5. **Discuss proposals and ideas for Land Development Regulations** – Mr. Sawyer did not have anything to present.
- 6.
7. **Other Business** –
- a. **Planning & Development update** – None
 - b. **Board Appointment update** - The Chair congratulated the reappointment of Vice-Chair Paradis and the appointment of Member Richter.
 - c. **Plan annual meeting** – Mr. Sawyer stated that the annual meeting is to elect officers. Mr. Sawyer asked if the members would want to do it at the next meeting. The Board agreed.
 - d. **Other** – Mr. Sawyer presented the Federal Street multi-modal connector. This connector was designed because Federal Street is being used as an alternate road to Main Street. The purpose is to upgrade the corridor so it could be safe for drivers on this road. There are plans to redo the sidewalk on the East side; Build the sidewalk on the West side; Add curb cuts. Vice-Chair Paradis stated that she had a tenant concerned with the lack of light on Fairfield street near the High School. Member Richter asked who he would talk to about edible landscapes with the City.

8. Public Comment – None

Member Gawne made a motion to adjourn at 7:44. Member Bradeen seconded the motion. It passed unanimously.