

**MEETING MINUTES
ST. ALBANS CITY PLANNING COMMISSION
REGULAR MEETING
ST. ALBANS CITY HALL, 100 NO. MAIN ST.
6:00 PM MONDAY, MARCH 19, 2018**

Approved April 5, 2018

Board Members Present:

Chair David Barber, Vice Chair Amy Paradis, Jackie DesLauriers, Stan Bradeen, Michael Gawne

Board Members Absent:

Luke Richter

Public Present: None.

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

AGENDA

- 1. Open Meeting called to order at 6:00 pm by D. Barber.**
2. Discuss additions or deletions to agenda – Chair Barber asked to add an update to storm water activities and Mr. Sawyer asked to add an update on this year’s Board Celebration as well as a talk about data analysis that the City is doing to other business.
- 3. Approval of Minutes February 19, 2018**
Vice-Chair Paradis made a motion to approve the minutes of February 19, 2018, as presented. Member Bradeen seconded the motion. It was passed with one abstention by Member DesLauriers.
- 4. Discuss Land Development Regulations**
 - a. **Dwelling Units in the B1 and B2 Districts** – Mr. Sawyer presented the proposed amendments to the St. Albans City Land Development Regulations. There are three sections that are being amended:
 - i. **Section 304 Permitted and Conditional Uses:** There was no discussion about the added wording.
 - ii. **Section 304b Dwelling Units in the B1 Central Business Subdistrict: 1. Dwelling Units are allowed in B1 Central Business Subdistrict as Permitted Uses in accordance with Section 601:** As the regulations stand now, these lot size regulations would be cumulative. There can be no more than 1 dwelling unit per 2000 square feet of lot size for new construction which means for 4 units would need an 8,000 square foot lot. Mr. Sawyer stated that 2000 square feet for dwelling units does not make sense in the B1 district. There would be at

least three buildings that are nonconforming under the current regulations. Chair Barber had a concern that if the regulations are changed it would give the commercial building on the East side of Maiden Lane an opportunity to put in an apartment. He is concerned with hemming in the library so that there would be no possibility of expansion. Member Bradeen asked what the specific concerns were about having residential units in the business area. Member Gawne stated that his concern is that once it becomes residential it is hard to limit the amount of residential. Member Bradeen disagreed stating that it would be easier to have ground floor space to revert to commercial rather than residential as there would be more money to be made as a commercial unit versus a residential unit

iii. Section 304b Dwelling Units in the B1 Central Business Subdistrict: 2. Dwelling Units area Conditional Uses....: Member Gawne suggested that there be an exception for multi- family units. Mr. Sawyer questioned the use of the word conditional in the statement of Dwelling Units are conditional uses. Member Gawne stated that making it conditional allows the City to review it before the change is made. If it is conditional, the Development Review Board has to approve it. Member Bradeen stated that the issue is that we have different districts inside the same districts. Chair Barber asked if the Commission really wants South Main street to become all commercial. Member Gawne stated that if we aren't ready to make all of South Main commercial, then rename it so that it is not a business district.

iv. Section 3. Article 3, Section 306 Dimensional Requirements: Member Gawne asked what the definition of congregate housing. Mr. Sawyer stated that this covered residential care, group, transitional and nursing homes.

v. Discuss hearing and special meeting – Mr. Sawyer suggested that we take a vote to have a special meeting and hearing on April 5th at 5:00. Member Gawne cannot make it in person on that date but can participate by phone. **Vice-Chair Paradis made a motion to have the meeting on April 5th at 5:00. Member Gawne seconded it. It passed unanimously.**

b. Historic preservation / demolition and design standards – Mr. Sawyer stated that the Commission will have trouble reviewing the scope and authority inside the Historic District without reviewing the design standards inside the Historic District. Chair Barber stated that there were problems distinguishing between Member Gawne asked if the demolition permit was dependent on the design of the building that is replacing it. Mr. Sawyer stated that you can only get permission to demolish the building if it is included in the site plans. There is also a time line built in and it prohibits the demolition of a historic building for parking. Member Bradeen stated that there are profound concerns and that they are understandable but how do we cover them. He believes that the Commission has addressed the concerns with the current documents and changes. He asked what the Planning Commission has missed that needs to be addressed. Chair Barber asked what the City required the developers to provide before they demolished a building. Mr. Sawyer stated that they need to supply a multitude of items such as scale photos; contributing elements; description of inside and outside of building; a historical consultant's report. Member Gawne stated that we need to be in accordance

with State law. Member Bradeen stated that a similar sensibility but with less restrictions should be applied in the residential districts. Mr. Sawyer asked what are the things that we want preserved in historic buildings in St. Albans.

5. Other Business

- a. Planning and Development Update - None**
- b. Other –** Mr. Sawyer stated that we have passed the stream corridor rules. The City also has new Stormwater management rules that need to be adopted. The City Council will see a proposal for a Stormwater Utility. There is already a budget in place. This utility might pay for street sweeping; the new regulations that need to be carried out; consultants testing outfalls in the brooks; stenciling the catch basins; cleaning them more often; better job of taking care of our rain gardens. MS4 permit is going to be re-opened by the State so that we can include the phosphorous reduction requirements.
- c. All Board celebration is on May 3rd at City Hall at 6:00.** Dinner will be included.

6. Public Comment

Motion to adjourn was made by Member Bradeen. Vice-Chair Paradis seconded. The motion unanimously passed.