

Meeting Minutes
ST. ALBANS CITY PLANNING COMMISSION
REGULAR MEETING
5:00 PM MONDAY SEPTEMBER 16, 2019
ST. ALBANS CITY HALL, 100 NO. MAIN STREET

Approved October 21, 2019

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

Board Members Absent: None.

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

Public Present: None.

1. **Open Meeting – Chair Barber called the meeting to order at 5:03 pm.**
 - a. **Introduction of new commission member** – Denise Smith was introduced to the Commission.
 - b. **Introduction of Public Attendees** – None
 - c. **Discuss additions or deletions to the agenda** – Chair Barber had Mr. Sawyer print a copy of the Stebbins / Catherine Street report that was commissioned several years ago and he brought it to the new owner. He received a tour of the updated building and stated that it was very impressive.
2. **Approval of July 15, 2019 Meeting Minutes – Member Gawne made a motion to approve the minutes as presented. Member Bradeen seconded the motion. It passed with three abstentions – Vice-Chair Richter, Member Paradis and Alternate Smith.**

Approval of August 19, 2019 Meeting Minutes – Member Paradis made a motion to approve the minutes as amended. Member Bradeen seconded the motion. It passed with three abstentions – Vice-Chair Richter, Member Gawne and Alternate Smith.

3. **Other Business –**
 - a. **Sept. 16-17 local food forum** – It is a conversation about the feasibility of selling more local food in Downtown.
 - b. **Planning & Development update** – None
 - c. **Other** - Chair Barber stated that he had met Senator Mazza last weekend who stated that St. Albans was doing everything right and that St. Albans has the most approachable city in the State.
4. **Discuss proposals and ideas for Land Development Regulations** – Mr. Sawyer reviewed the changes that are being proposed in the Land Use Districts. Mr. Sawyer stated that the Commission needs to discuss what uses are going to be allowed in each district. He reviewed the setbacks in the

properties across from the St. Albans Shopping Center. It would technically be down zoning to move them to a district that requires a setback but there is precedent to preserve the character of the neighborhood. Member Bradeen suggested that, since the Commission is creating new districts, to measure the average for the new district and make the average the requirement. Member Gawne expressed a concern with making it too onerous on someone starting a project to go out and measure their neighbor's yard. Mr. Sawyer stated that, if the Commission feels strongly about a setback, it would be better to have a set formula. Mr. Sawyer stated that he would go through and measure the setbacks in the new business district. The Commission discussed properties that are divided by district lines. Mr. Sawyer proposed that the Commission have a rule that states the owner would be allowed the uses of the frontage but only allow the density of the back district. Chair Barber stated that he wanted to also consider the setbacks on the rear of the property. He wants the properties behind the parcel protected. Member Paradis expressed a concern that this would limit parking in the back of the building which is where the Commission wants the parking. The Commission decided that the entire parcel would be in the same district as the frontage and there would be rear setback restrictions. The Commission did a straw poll on each of the 11 proposals to give Mr. Sawyer a better idea as to what proposals to further flesh out.

5. Public Comment – There was none.

Member Smith made a motion to adjourn at 6:56 pm. Member Gawne seconded the motion. It passed unanimously.