

**MEETING MINUTES
ST. ALBANS CITY PLANNING COMMISSION
VIA TELECONFERENCING
6:00 PM MONDAY November 16, 2020**

Approved December 21, 2020

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

Board Members Absent: Zac Nuse

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

Public Present – Troy Pudvah (a portion of the meeting)

1. **Open Meeting – Chair Bradeen called the meeting to order at 5:34 pm.**
 - **Introduction of Attendees** – None. No members of the public were present at that time.
 - **Public Comment on issues not on the agenda** – None
 - **Discuss additions or deletions to the agenda** – None

2. **Approval of Minutes –**
 - **October 19, 2020 minutes** – Member Gawne made a motion to approve the minutes as presented. Member Paradis seconded the motion. It passed with all in favor, except one abstention by Member Richter.

3. **Continue Public Hearing on proposed amendments to Land Development Regulations** – At 5:39 the public hearing was opened.
 - **Presentation by Staff** – Mr. Sawyer presented edits from the past meeting and began reviewing the proposal from where the commission left off last time.
 - **Public Comment** – None
 - **Commissioner comments and consideration of edits/revisions**
 - **Section 2 Article 4 Section 418**
 - **D - Financial and Feasibility Analysis Number 3** – This describes the materials needed for the submission to the City. Member Paradis asked if the materials would be public record as she was concerned about the applicant's financial information being public record. Mr. Sawyer stated that it will be public record if it went in front of the DAB and DRB. Member Gawne sent Mr. Sawyer information on Title 1 317 (c). There was discussion that the proposal should make note of information protected from public disclosure by Vermont Statute.
 - **E - Design Review Number 2f** – Member Nuse made did not want the exclusion of vinyl siding. Member Richter agreed. Chair Bradeen wanted it worded so that the vinyl could be allowed as long as it matched the style and historic nature of the home. The Commission

came to a consensus that vinyl siding would be allowed as long as it was done well.

- **F – Development Review 3a** – Chair Bradeen wanted to know why the City cared if the owner made a profit. He believed that stating this confused the issue. The Commission agreed to strike the wording.
- **G - Implementation and Jurisdiction** - No Comment
- **H – Ineligibility** –Chair Bradeen asked if there was a way for a property owner who had allowed the property to become blighted due to financial hardship to apply for the program. Mr. Sawyer thought that this current proposal for a situation where the property owner had already vacated, and that Mr. Bradeen’s suggestion could be considered for the next phase of the program in a future proposal. Member Gawne did not want an ineligibility clause as he thinks the house should be fixed before it becomes blighted. Member Paradis understands Chair Bradeen’s concerns but feels that those houses can go into the next phase of the program. Member Richter asked if it could be proven that there was collusion would it constitute fraud against the City. Member Gawne didn’t see that it was necessary. Mr. Sawyer stated that fraud was a really strong word and didn’t feel that it is necessary.

- **Consider motion to close hearing - Member Paradis made a motion to close the public hearing. Member Gawne seconded the motion. The motion passed unanimously.**
- **Consideration of motion to refer the amendments and planning commission report to City Council – Member Richter made a motion to refer the amendments and planning commission report to the City Council. Member Paradis seconded the motion. It passed unanimously.**

4. **Discuss Statutory / technical updates and corrections to Land Development Regulations** – Mr. Sawyer stated that the regulations need to be changed to be compliant with the State statute S.237. The changes are not make policy changes. It is to just change ambiguity in wording or typos. Twenty-four items were presented for approval and Chair Bradeen would like the items prioritized. Mr. Sawyer emphasized numbers 1, 2, 3 and 4 were due to S.237. Chair Bradeen asked if this work could be put off for a couple of months. He would like to finish the work on the districts. He felt that the Commission was close to finishing that work. Member Gawne asked if there was a date that the corrections needed to be done by. Mr. Sawyer stated that there wasn’t a specific date and, at the moment, there was no penalty for not reflecting S.237 in the regulations. Member Gawne stated that there would be significant push back on S.237 and there would probably be changes to S.237. Mr. Sawyer asked if the statutory / technical updates and corrections could be introduced tonight so that they can be considered by the Commission. He reviewed some of them. Chair Bradeen asked Mr. Sawyer to create the amendments and bring them back to the Commission for consideration. Chair Bradeen then asked that the work that was done on the new zoning map and districts be sent to the Commission so that the work can be continued at the next meeting.

5. Regular Business

- **Planning and Development Update** – No questions on the last email
- **Update on equity/inclusion training** – None
- **2020 City Council Priorities** – There are not a lot of huge changes from 2019. There is nothing that Planning Commission needs to pick up right now.
- **Next meeting date – December 21, 2020 at 5:30 or 6:00 p.m.** Mr. Sawyer was directed to send out a poll to PC members for a preferred meeting time.
- **Other** - None

6. Adjourn - Member Gawne made a motion to adjourn at 7:12 PM. Member Paradis seconded the motion. It passed unanimously.