

MINUTES

ST. ALBANS CITY DEVELOPMENT REVIEW BOARD

REGULAR MEETING

ST. ALBANS CITY HALL, 100 NO. MAIN ST.

6:30 PM MONDAY, JULY 6, 2022

Approved 9.7.2022

Board Members Present: Becky Manahan; Dick Thayer; Tanner McCuin (Acting Chair).

Board Members Absent: Emily Biron; Matthew Preedom, Rebecca Pfeiffer, Denis LaPointe.

Staff Present: Sara Bennett, Property Services Manager; Carl Watkins, Minute Taker.

Members of the Public Present: Frank Mercou.

A. OPEN MEETING – T. McCuin called the meeting to order at 6:30 PM.

1. Pledge of Allegiance - pledge was recited
2. Assignment of Alternate(s) – Becky Manahan
3. Consider any additions or deletions to agenda - none

B. DEVELOPMENT REVIEW SEGMENT – PUBLIC HEARINGS

1. Combined Review: Case #2022-017 for Conditional Use Review & Case 2022-018 for Site Plan Review / Frank Mercou / 225 South Main Street / Parcel 26079225. This property is located in the B2 Business 2 Zoning District and the DR4 Gateway Review District.

T. McCuin opened the hearing at 6:33 PM.

T. McCuin introduced the case and asked if there were any conflicts of interest from the board. None were noted.

T. McCuin administered the oath.

S. Bennett introduced the application and entered the city staff report into the record.

S. Bennett explained that the applicant wishes to take the lot from 2 to 3 units.

T. McCuin opened the floor for questions for city staff from the board.

B. Manahan asked what the history of the property was and was it a three-unit property previously.

S. Bennett noted that there was nothing in the file that stated it was a three-unit property previously.

T. McCuin invited the applicant to testify.

F. Mercou testified on his own behalf.

F. Mercou noted that the studio is still there but is opened to the first-floor unit. It was restored to two units about 10 years ago, and they want to turn the studio back into a separate unit. They would just have to close a doorway. There are currently seven parking spaces, so, to meet the requirements, they will add a space. It will exceed the measurement requirements. Primarily level ground and there is no addition to sub pervious area. Plan to keep a basic addition.

T. McCuin asked for board questions.

B. Manahan asked was there a designated spot for parking or was it grass. It was noted that there is designated parking that had a grown over appearance.

T. McCuin asked about future drainage issues

F. Mercou noted the lot is level and the only slope is five feet of the sidewalk. There should not be any runoff issues at all since it is gravel and not paved.

D. Thayer asked how big the lot was.

F. Mercou answered .3777 acres just below 1700 square feet. That exceeds the requirement for three units.

B. Manahan asked about size of parking spot. It was noted that the parking spot will be larger than required.

T. McCuin asked is there currently any lighting.

F. Mercou there is no lighting, and the only additional lighting will be on the entry door. The old lights will be restored, some are old and damaged.

S. Bennett said she should have noted that the staff should ask the property about snow removal.

F. Mercou says he plows himself and pushes it to the right of the garage.

D. Thayer is there any side yard setback.

F. Mercou noted maybe 1 ft.

T. McCuin are there any plans to use renewable energy.

F. Mercou noted not at the moment, an old boiler heats the place. They are on the list of Vermont Gas energy program to survey the area.

D. Thayer noted he had no other questions.

B. Manahan asked about the drawing and whether it depicted the new area.

D. Thayer asked if there is an exterior door

F. Mercou noted the front of the house is 18 ft from the front and the parking is 25 feet from the front

T. McCuin noted the new spot is next to the tree. Also asked if they were going to re-gravel the parking spot

F. Mercou noted that it was advised for the parking to remain "overgrown"

T. McCuin closed the hearing at 06:59 PM.

C. OTHER BUSINESS

1. Planning & Development update - None

2. Enforcement update – Minor parking, setbacks, and sign regulation enforcement

3. Approval of Meeting Minutes -

Motion by D. Thayer to approve the minutes of May 2, 2022, as presented. Second by B. Manahan. Minutes approved at 7:03 PM. Other Meeting minutes tabled until the next meeting.

4. Confirm next meeting date and time. **Monday, August 1, 2022, 6:30 PM**

5. Other - None

D. PUBLIC COMMENT - None

E. ENTER DELIBERATIVE SESSION -

Motion by D. Thayer to enter deliberative session. Second by B. Manahan. Meeting was moved to deliberative session with all in favor at 7:04 PM.