

**MEETING OF THE ST. ALBANS CITY DEVELOPMENT REVIEW BOARD REGULAR MEETING
6:30 PM, TUESDAY, AUGUST 7, 2017
ST. ALBANS CITY HALL, 100 NO. MAIN ST.**

MINUTES - FINAL

Board Members present: Chair Megan Manahan Bliss, Vice-Chair Rebecca Pfeiffer, Owen Manahan, Jackie DeLauriers, Judith Leonard (Alternate)

Board Members Absent: None

Staff Members Present:

Dave Southwick, Planning & Permitting Administrator

Public Present:

See Sign-in Sheet

- A. **Call to Order** - Chair called meeting to order at 6:30
 1. Pledge of Allegiance
 2. Discuss Additions or Deletions to Agenda - D. Southwick introduced W. Coy as the new minute taker for the Board.

- B. **2. Development Review Segment – Public Hearings:**
 1. **Case#2017-014 / 26 Rugg Street / Parcel #2507026** - No Board member had any conflicts with this Case. D. Southwick reviewed the staff comments on the case as well as the relevant previous Zoning Actions. The Case has been publicly warned with certified letters to the abutters. Mr. Bruce Scott, the owner of the property, gave the Board some background on the property. He bought the property in 1988. It was a duplex. He and his wife renovated it into a single family home by removing a wall. They put in an application to remove the second kitchen but it was never done. The Scotts have done extensive renovations including restoring the carriage house with a studio above; installed a pool; finished the floors; replaced the windows. Mr. Scott has moved to St. Johnsbury and would like to sell the home. He believes it would sell better if it were restored to the duplex. He understands that the zoning regulations state that there needs to be 100 ft for a two family property and that the land parcel is only 85ft but it has been that way since he bought the property. He originally came to the Board to change the parcel into a single family home and was notified that to change it back to a duplex they would have to come before the Board. He understood that the request would be more of a formality than any real problem. Board member O. Manahan asked about the parking proposal. Mr. Scott is proposing seven parking places behind the house. Two letters were received concerning this case. One from Dave and Catherine Richards residents of 22 Rugg Street which abuts this land parcel. They have concerns about making this into a two family residence due to parking and noise. The City submitted a letter stating that converting this to a duplex in the low density residential district runs contrary to the City's plan. The City believes that a large single family home is important to the neighborhood. Mr. G Scott is currently living in the house. He

commented that he is not happy with the direction that the neighborhood is going in and wanted the Board to know that none of the surrounding lots with two family homes have 100 ft.

2. **Case #2017-016 / 139-141 Lake Street / Parcel #23049139** – No Board member has any conflict with this Case. D. Southwick reviewed the staff comments on the case as well as the relevant previous Zoning Actions. The Case has been publicly warned with certified letters to the abutters. Site plans have been sent to the City showing the proposed layout of the outdoor seating area. Ms. Pam Brown representing the Moose Lodge stated that they would like to remove the dying bushes and level the ground with stone for use in the summer time. Board member O. Monahan asked if there would be alcohol and smoking in the area. Ms. Brown stated that there would be and would be available to members during normal business hours. It would be 4 small plastic tables that would seat four. There is no dining at the Moose so no food would be served in this area. This area is also used for smoking presently and has receptacles for cigarettes. The chairs and tables would be brought in every night. Board member O. Monahan asked if this would be used in the winter. Ms. Brown does not see it being used during the winter but does not want to limit the application to the summer months. Ms. Brown stated that Mr. Peter Cross would be willing to draw up new site plans with the proposed changes on them.

C. Other Business

1. **Planning & Development Updates** – There has been a lot of activity with trees. Curtis Comfort has been contracted to come up with a list of trees and sites, talk with the property owners and then start in the spring.
2. **Enforcement Updates** – Public Health and Safety Officers. Notice of violation has gone out to 89 Pearl Street due to the DRB decision that she is not eligible for a variance and that the building needs to revert to a single family home. She has six months to comply. The notice was post-dated to on July 19, 2017. She has given notice that she is talking to a lawyer to appeal the decision. She has been in communication with the tenants about the circumstances.
3. **Approval of July 10, 2017 Meeting Minutes** - Corrections need to be made to the spelling of the names of the Board members throughout the minutes. As amended, Vice-Chair R Pfeiffer made a motion to approve the amended meeting minutes. Board member O. Monahan seconded. The motion passed unanimously.
4. Confirm next meeting date and time **TUESDAY September 5, 2017 6:30 p.m.**
5. Other

D. Public Comment - None

- E. **Enter Deliberative Session** - Board member J. DesLauriers motioned for the Board to enter Deliberative Session. Vice-Chair R. Pfeiffer seconded the motion. It passed unanimously.