

MINUTES
ST. ALBANS CITY DEVELOPMENT REVIEW BOARD
REGULAR MEETING
ST. ALBANS CITY HALL, 100 NO. MAIN ST.
6:30 PM MONDAY, MAY 2, 2022

Approved July 6, 2022

Board Members Present: Rebecca Pfeiffer, Chair (via Zoom); Dick Thayer; Becky Manahan, Alternate; Tanner McCuin (via Zoom).

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

City Staff Present: Sara Gabaree, Property Services Manager; Angela Bernard, Minute Taker.

Members of the Public Present: Tim Doyle (via Zoom); Angie Sturm; Jen Williamson; Ken Sturm (via Zoom, arrived at 6:40 PM).

- A. OPEN MEETING - R. Pfeiffer called the meeting to order at 6:30 PM.
1. Pledge of Allegiance - pledge was recited
 2. Assignment of Alternate(s) - B. Manahan was appointed as alternate
 3. Consider any additions or deletions to agenda - none

B. DEVELOPMENT REVIEW SEGMENT – PUBLIC HEARINGS

1. **Case #2022-009 / Jennifer Williamson / 116-118 North Main Steet / Parcel 22063116.**
Applicant Seeks Conditional Use Review. This property is located in the B1 Business 1 Zoning District and the DR1 Traditional Downtown Design Review District.

R. Pfeiffer introduced the hearing.

R. Pfeiffer and T. McCuin disclosed that they are friends with the applicant but said they could present an impartial audience for the hearing.

The oath was administered.

S. Gabaree presented the City staff report on the case, with a presentation on the history of the property and other previous businesses and permits that have been issued on the property.

R. Pfeiffer asked if the Board had any questions for City staff. None.

Applicant J. Williamson testified on her behalf and explained what her business will include (primary care doctor's office, tearoom / gathering space, massage space).

R. Pfeiffer asked about hours for the business. J. Williamson said a little later than local coffee shops and businesses, around 9am - 9 pm. The doctor's office portion would have shorter hours.

T. McCuin asked if it would be staffed during business hours. J. Williamson said yes.

R. Pfeiffer asked if there would be any construction performed. J. Williamson said yes, a bathroom needs to be renovated to bring it into ADA compliance and some sinks will be added. Interior construction and renovation.

B. Manahan asked how big the tearoom portion would be. J. Williamson said 3 - 4 tables, with seating outside in front when weather is nice.

R. Pfeiffer asked if there was any public comment on the hearing. None.

R. Pfeiffer closed the hearing at 6:42 PM.

C. OTHER BUSINESS

1. Planning & Development update - None.

2. Enforcement update - None.

3. Approval of Meeting Minutes - Approval for minutes for previous months (December 2021 and January 2022) was tabled until June 2022 when a larger number of board members can be present.

B. Manahan made a motion to approve the minutes of April 2022. Second by D. Thayer. Minutes approved at 6:48 PM.

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

5. Other - None.

D. PUBLIC COMMENT - None.

E. ENTER DELIBERATIVE SESSION

D. Thayer made a motion to enter deliberative session. Second by T. McCuin. Deliberative session was entered at 6:50PM.