

**MINUTES**  
**ST. ALBANS CITY DEVELOPMENT REVIEW BOARD**  
**REGULAR MEETING**  
**ST. ALBANS CITY HALL, 100 NORTH MAIN STREET**  
**6:30 PM, MONDAY, JULY 1, 2024**

**DRAFT**

**Members of the Board Present:** IN PERSON: Tanner McCuin, Chair; Dick Thayer; Emily Biron; Rick Coon; Becky Manahan, Alternate

**Members of the Board Absent:** Rebecca Pfeiffer, Chair; Janis Appel, Alternate

**Members of City Staff Present:** Sara Bennett, Property Services Manager; Katie Haseltine, Minute Taker; Chip Sawyer, Director of Planning & Development

**Members of the Public Present:** IN PERSON: Ashley Murphy; Joan Murphy; Jordan Weinstein; Amy Weinstein; Barbara Weinstein; Robin Pierce; Gale Handy

A. **BEGIN RECORDING AND OPEN MEETING** - R. Pfeiffer called the meeting to order at 6:30 PM.

1. Pledge of Allegiance - T. McCuin led the pledge of allegiance.
2. Assign Alternates (as necessary)
  1. T. McCuin assigns B. Manahan as an alternate for tonight.
3. Consider any additions or deletions to agenda. - None.

B. **DEVELOPMENT REVIEW SEGMENT - PUBLIC HEARINGS**

1. **Case 2024-019 for Appeal of permit issued / Jordan Weinstein / 59 Bank Street / Parcel 14005059.**

Request for appeal of a permit issued by the Zoning Administrator. This property is located in the R75 - Residential 7500 District.

1. T. McCuin opens the case and asks if any board members have any expertise communication or conflict of interest, no one does. S. Bennett and J. Weinstein take their oath.
2. S. Bennett summarizes her staff report and notes that the google map imagery depicts the previous building that has been demolished in the last year. 59 Bank Street is now a vacant lot. S. Bennett also enters into evidence a memo that was submitted by Chip Sawyer.
3. J. Weinstein provides a supplemental report further explaining the reasoning for the appeal. J. Weinstein explains his case and his concerns around the insufficient buildable area, setbacks, air quality, slope inaccuracy, property line uncertainty, front entrances, and other deviations from the standards set by the City of St. Albans.
4. R. Coon asks if the property is on the upper or lower side. J. Weinstein confirms they are on the upper side.
5. J. Weinstein adds concern around flooding with the grade of most properties on Bank Street.
6. T. McCuin asks for clarification on building height. J. Weinstein believes that point may be moot and the board can scratch that from his report.
7. T. McCuin asks about the surveyor information in his report. J. Weinstein explains that he and his wife are hoping to submit copies to the City.
8. A. Weinstein explains her understanding that zoning exists to go from like use to like use. The building that was previously in this space, had (2) 1-bedroom units and (1) 2-bedroom unit, for a total of about 4 tenants. The proposed triplex has (3) 3-bedrooms units which could mean up to 12 tenants.
9. T. McCuin turns to S. Bennett to seek public comment.

- 10.A. Murphy agrees with A. Weinstein around the density issue. Her concern is around “no requirement” for parking standards. Bank Street parking can already be a nightmare and when parking is on the street, traffic is forced to go single file. Adding units of this magnitude will only add to the problem that already exists.
- 11.B. Weinstein lives at 76 Bank Street reflects that other newcomers to the street are doing beautiful renovations and its great to see. But, the applicant for
- 12.R. Pearce speaks on behalf of Gabe Handy noting that with review of the site plan, parking should not be a problem as spots will be available on the lot for tenants.
- 13.T. McCuin asks about the concern around water and drainage. R. Pearce notes that most of the problems arise from the bottom of the hill and would guess that water is likely coming up from the ground.
14. T. McCuin asks for R. Pearce’s opinion on parking. R. Pearce explains that he would be very surprised if there was more than one car for each unit.
- 15.G. Handy explains that he purchased the property in February. He then approached S. Bennett to obtain a permit to demolish the property. G. Handy hired a surveyor who had to survey the entire street, including the neighbors property. G. Handy feels his appeal is only for revenge.
- 16.C. Sawyer shares that the City’s definition of dwelling unit, doesn’t have a limit on number of bedrooms. When this application came to the city, before the passage of the latest land use law, if you wanted to permit for a triplex, you needed 7,500 SF per unit. Conditional use only required 5,000 SF per unit. It is possible interpret conditional use as being expanded if additional rooms come into play. C. Sawyer adds that the intent of the prominent front entrance rule is to ensure that people do not ignore the public way.
- 17.T. McCuin closes the public hearing for case 2024-019.
- 18.C. Sawyer, A. Murphy, and J. Murphy leave the meeting at 7:11 PM.

**2. Case 2024-020 for Site Plan Review / Gabe Handy / 59 Bank Street / Parcel 14005059.** Request for Site Plan Review for a triplex. This property is located in the R75 - Residential 7500 District.

1. T. McCuin opens the case and asks if any board members have any expertise communication or conflict of interest, no one does. S. Bennett, R. Pearce, and G. Handy take their oath.
2. S. Bennett summarizes her staff report, noting that the property previously had a 3-unit building that was demolished after significant fire damage on December 23, 2023.
3. R. Pearce notes that the vegetation west of the driveway will remain, the lighting will be dark sky compliant, and that the setback for parking could be altered to meet 5’ requirement instead of the previously proposed 3’.
4. R. Coon asks for confirmation on the size of the proposed dwelling. G. Handy explains that it is the same size as what was previously there except for the shift of the building west to address grading and site plan proposals.
5. T. McCuin asks if the 3 patio areas will be a cement pad. G. Handy confirms.
6. B. Manahan asks about trash. G. Handy notes that each unit would have their own (2) totes, one for trash and one for recycling, located within the carport for each unit.
7. R. Pearce notes that trees/vegetation would be added near the patio areas to provide some shade and privacy.
8. G. Handy notes that white fencing will be added between the proposed building and the neighboring property. S. Bennett asks if the fence is on the site plan. G. Handy states it is not.
9. B. Manahan asks about building timeline. G. Handy explains that materials were purchased and ready to build, but all was put on hold when J. Weinstein appealed. Pending the DRB decision, G. Handy could be done by the end of 2025, sooner depending on the timing of the decision from the appeal. G. Handy would not do work on the property during the winter.

- 10.B. Weinstein thinks evergreen shrubbery would make a better screening.
- 11.J. Weinstein notes it is difficult to fully evaluate the plan when not all proposed pieces are included in the plan (noting the fence and shrubbery). R. Pearce asks S. Bennett about requirements for fencing. S. Bennett explains that the requirement is 6 feet but the board can approve up to 8 feet.
- 12.T. McCuin closes the public hearing for case 2024-020.

C. OTHER BUSINESS

- 1. Planning & Development update. - None
  - 1. S. Bennett shares a new bill has been passed and the City is working through identifying what those density changes mean for the City. The planning commission will report back.
- 2. Enforcement update. - None
  - 1. S. Bennett shares they are currently working on some repeat offenders with parking.
- 3. Approval of Meeting Minutes.
  - 1. 6/3/2024 Minutes - R. Coon notes that he was not there. B. Manahan notes that approval cannot be done with only 2 members from the June meeting present tonight, and 3 are needed. Approval of 6/3/24 meeting minutes will be postponed to the August meeting.
- 4. Confirm next meeting date and time. - Monday, August 5th, 2024.
  - 1. T. McCuin confirms next meeting.
- 5. Other.

D. PUBLIC COMMENT - None

E. ENTER DELIBERATIVE SESSION

- A. D. Thayer motions to enter deliberative session. R. Coon seconds. Motion passes with all in favor.
- B. T. McCuin adjourns the meeting at 7:41 PM and enters deliberative session.