

MEETING MINUTES
ST. ALBANS CITY DEVELOPMENT REVIEW BOARD
REGULAR MEETING
ST. ALBANS CITY HALL, 100 NORTH MAIN STREET, ST. ALBANS, VT
6:30 PM MONDAY, MARCH 2, 2020

FINAL APPROVED

Board Members: Denis LaPointe; Owen Manahan; Rebecca Pfeiffer, Vice-Chair; Dick Thayer, Tanner McCuin

Staff Members Present: David Southwick, Planning & Permitting Administrator; Chip Sawyer, Director of Planning & Development; Tammi DiFranco, Property Services Assistant, taking Minutes

Public Present: See Sign-In Sheet

- A. OPEN MEETING R.Pfeiffer opened the meeting at 6:31 PM
1. Pledge of Allegiance – The Pledge was recited
 2. Consider any additions or deletions to agenda – None

B. DEVELOPMENT REVIEW SEGMENT – PUBLIC HEARINGS

1. **Case #2020-003 / Cadillac Motel, LLC / 213 South Main Street / Parcel # 26079207**
Applicant seeks approval of an amendment to the Conditions of a Site Plan. This property is located in the Business 2 (B2) Zoning District and the Gateway (DR-4) Review District.

R.Pfeiffer invited the applicants to come forward and swore in those wishing to submit testimony.

D.Southwick introduced the application and submitted the staff report for the record.

R.Pfeiffer asked if this was just a minor amendment and needed to go before the DAB first. D.Southwick answered that it does not need to go before the DAB.

Armand and Bonnie Turner introduced themselves as the applicants. A.Turner stated that they were proposing to change the wooden stockade fence to an 8 foot tall chain link fence. There is an existing mature cedar hedgerow that is going to be difficult to remove. A chain link fence can be installed easily straight down through the roots and allow them to leave the trees. B.Turner stated that it is a galvanized, black vinyl covered fence and will be lower maintenance. A.Turner stated that there is an existing stockade fence at the north end of the property that also has cedar hedge growing around it. They would like to keep the existing fence. The cedars are on their property. O.Manahan asked what the height of the new proposed fence would be. A.Turner stated it would be 8 feet tall.

R.Pfeiffer asked for public comment. She reminded the public that the only projects being discussed were the eastern fence and the fencing material.

Elizabeth Jean, 7 Potter Street, introduced herself. She asked for clarification on where the fence would be going. A.Turner answered that it would be installed in the same place as the stockade fence was being installed. The cedars would remain where they are. B.Turner pointed out that they would be leaving the current fence on the north end. E.Jean asked when the project would start. A.Turner stated it would start in the spring. E.Jean stated that the office is right on the border of her property, how will they deal with the fencing there? A.Turner answered that the metal fencing will allow them to get closer to the building. E.Jean stated that she likes the new fencing that is being proposed.

Gerard Simard, 8 Potter Street, introduced himself. He asked if the fence is coated in vinyl. A.Turner stated it is a galvanized fence that is coated. G.Simard stated that he likes the new fence and that it seems more secure. He asked if the Turner's could point to the location of the fence that will remain. He stated that part of the fence at the north end is lying on the ground. A.Turner pointed out the location of the fence and stated that they will be fixing the post that is lying down. B.Turner stated that what they are new build is much more high end than the current buildings. They are focusing on a gated community style that will appeal to more people. They are attempting to change the reputation of what they currently have for their business. This project is the beginning of turning the reputation for the property around.

Mina Isham, 197 South Main Street, introduced herself. She asked if there would be a fence or barrier on the west side. B.Turner stated that the entire area will be fenced in. O.Manahan asked if the fence on the west would be the same material. B.Turner stated that it would. A.Turner added that it will be a 6 foot fence as per the previous conditions.

G.Simard asked is there would be a new fence on Freeborn Street. A.Turner answered no, that fence is on a different property.

With no further comments, R.Pfeiffer closed the hearing.

- 2. Case #2020-004 / Blue Bear, LLC / 90-92 Fairfield Street / Parcel # 14031090**
Applicant seeks approval for a Site Plan Review. This property is located in the High Density Residential (HDR) Zoning District.

R.Pfeiffer invited the applicants to come forward and swore in those wishing to submit testimony.

D.Southwick introduced the application and submitted the staff report for the record. He also read a statement from Robert Farrar, 70 Ferris Street, to be entered into the record.

Mark Williams introduced himself. He pointed out the 4 items on the proposal: stockade fencing around the dumpster, a burning bush hedge along Mrs. Swan's property, plantings along Ferris Street, and a fenced off children's play area along the west side. The children's area will be a 4 foot tall chain link fence.

R.Pfeiffer asked if the chain link fence would be galvanized steel. M.Williams answered yes. R.Pfeiffer asked if there is any proposed lighting. M.Williams stated that there was no lighting being presented. O.Manahan asked if the only lighting will be what is presently on the buildings. M.Williams stated yes. R.Pfeiffer stated that Burning Bush is

an invasive species and he will need to find an alternative bush for the plantings. D.Southwick, as the tree warden, can help with selecting a new type of bush.

O.Manahan asked if the fenced in area would be the only area for children's toys and would there be privacy slats. M.Williams stated that it would be the only area for children's toys outside and that there are no privacy slats planned.

R.Pfeiffer asked if there is currently any striping in the parking lot. M.Williams stated no, but he is of the understanding that the striping is already being required.

D.LaPointe stated that he wanted to understand the meaning of all the lines on the site map and legend. D.Southwick stated that they are leftover artifacts from a previous proposal.

O.Manahan wanted to clarify that there is no proposed screening between the subject property and 69 Ferris Street. M.Williams stated that there is already quite a bit of existing screening in that area.

R.Pfeiffer asked for public comment.

Mary Swan, 96 Fairfield Street, introduced herself. She would now prefer a green hedge to separate the properties; to match the one the neighbors on the other side have planted and maintained. In the previous meeting she had requested a fence.

Martin Manahan, owner 65-67 Ferris, introduced himself. He requested to see the site plan. He asked if a construction permit had been issued for the work already being done. D.Southwick stated that a city permit was not required since it was just remodeling, no walls being added or taken down. M.Manahan stated that the applicant should still have a state permit. M.Manahan stated that he wanted to be sure that Ferris Street is not used as an entrance or exit for the parking lot on the applicant's property. He would like to see the hedge screening planted around the parking area instead of directly on Ferris Street. He requested that the side of the children's play space that faces his property have some sort of screening; either vinyl or with privacy slats. He also requested that the fence include a condition that the fence is to be maintained. Since there is no setback for fencing, he asked if the trees on the property line will be inside or outside the children's play area. M.Williams answered that the trees will not be cut down and that the trees will be outside the play area. M.Manahan also pointed out that the stockade fence around the dumpster will probably not stand up to the garbage trucks getting the dumpster in and out of there; he would like to request a condition that the screening be maintained.

O.Manahan asked M.Williams if he was opposed to moving the plantings from Ferris Street back to around the parking lot. M.Williams stated that it will make the lawn area outside the plantings and less usable. Mr. Farrar had previously requested the screening for privacy and moving the plantings back would take that away. He agreed that more plantings could be put along M.Manahan's driveway.

R.Pfeiffer asked if the applicant had considered plantings along the eastern side of the property to screen M.Manahan's driveway. M.Williams stated that he would be willing to do additional plantings along the driveway. R.Pfeiffer asked if they should recess the hearing to a later date to address the plantings or do that evening. M.Williams requested that he would prefer to address it that evening.

M. Williams explained that the Farrar Street plantings include tall and medium trees and bushes, with flowers at ground level. O. Manahan stated that this will deter egress onto Ferris Street. T. McCuin suggested some additional plantings along the parking area to prevent crossing the lawn. M. Williams suggested that a condition could be that the plantings have no gaps in the screening that are large enough to drive through. M. Manahan examined the site plan and stated that the curb cut on Ferris Street is his driveway and he wants to prevent residents from crossing into his driveway. D. LaPointe asked if he was requesting a fence and not plantings. M. Williams proposed a split rail fence along the driveway. D. Thayer suggested a split rail fence around parking area and along M. Manahan's driveway. M. Manahan stated that his driveway and garage are directly on the property line. M. Williams stated that he would leave a gap. D. LaPointe asked M. Manahan how much of a setback he would prefer. M. Manahan stated he would prefer a 5-10 foot setback. M. Williams clarified that he would leave a gap at the top of the driveway, before the fence gets to the garage so that M. Manahan can walk around his garage. R. Pfeiffer asked for clarification on the location of the split rail fence along the driveway and if M. Williams would agree to the request. M. Williams answered that he would be agreeable to an additional planting near the parking area and to a split rail fence from the Ferris Street planting to the planting near the parking. M. Manahan asked about the request for some sort of privacy along his property line in the Children's area. R. Pfeiffer asked if the applicant would be willing to install privacy slats along that side of the children's area. M. Williams stated that he does not like the look of privacy slats and if a stockade fence would work. R. Pfeiffer stated that the board is willing to hear different proposals. M. Williams stated that the privacy slats will be fine if that means he can get approval. R. Pfeiffer stated that a condition the board may entertain is that the fence needs to be maintained. M. Williams asked for clarification on where the privacy slats will need to be installed; along the entire west side of the children's area or just the part not being blocked by the garage. R. Pfeiffer stated it would be requested along the entire side facing M. Manahan's property.

O. Manahan asked where the snow storage would be located. M. Williams stated that it would be in the area where a barn was torn down.

O. Manahan asked if the applicant thought one dumpster would be sufficient for 5 apartments. M. Williams stated that he has 9 rooms in Milton with 3 rolling trash bins, which has been adequate. He believes that one dumpster will be adequate.

R. Pfeiffer asked about what the construction time line will be. M. Williams stated it would start as soon as the ground thaws and be complete by August 1st, 2020.

With no further comments, R. Pfeiffer closed the hearing.

C. OTHER BUSINESS

1. Planning & Development update
 - i. Staff is currently looking into Coding Software.
 - ii. Staff is finishing up building permit appraisals; one of note is 14 Stebbins Street. The Grand List is locked down on April 1st.
 - iii. Staff has been answering tax questions from the public.
2. Enforcement update

- i. Beverage Mart; property owner needs to bring in new snow plan per court order.
- ii. 295 Lake Street; case was dropped for a few conditions: a fence needs to be installed and the Brooks need of have first right of refusal if the property goes up for sale.

3. Approval of February 3, 2020 Meeting Minutes – D&V

Motion by D.LaPointe to approve the minutes as edited. Second by O.Manahan and approved with 3 in favor, 2 abstaining.

4. Election of Chair and Vice-Chair

O.Manahan made a motion to elect R.Pfeiffer as Chair of the DRB. Second by D.LaPointe. Approved with all in favor.

R.Pfeiffer made a motion to elect O.Manahan as Vice Chair of the DRB. Second by D.LaPointe and T.McCuin. Approved with all in favor.

5. Confirm next meeting date and time. **Monday, April 6, 2020 6:30 PM**

6. Other

- i. Discussion about including the town residents in abutter mailings when a property on the agenda is on the city town line.
- ii. R.Pfeiffer asked if the Memo from the staff packet about seeking legal counsel was included for information purposes. C.Sawyer answered in the affirmative.
- iii. Discussion concerning the closing of hearings. If the board feels that they need more information, they can always recess a hearing.
- iv. O.Manahan requested that they be informed of any board training that is available.

D. PUBLIC COMMENT- none

E. ENTER DELIBERATIVE SESSION – D&V

Motion D.LaPointe to move into Deliberative Session. Second by O.Manahan and approved with all in favor at 8:00 PM.