

**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 4, 2021**

APPROVED

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

Board Members Absent: Matt Freedom

Staff Members Present: David Southwick, Planning & Permitting Administrator and taking Minutes

Public Present: AJ LaRosa, Chris Galipeau

- A. OPEN MEETING R.Pfeiffer opened the meeting at 6:30PM
1. Pledge of Allegiance – The Pledge was recited
 2. Assignment of Alternate- not necessary
 3. Consider any additions or deletions to agenda – None

B. DEVELOPMENT REVIEW SEGMENT – PUBLIC HEARINGS

1. **Case #2021-004 / RL Vallee / 138 Lake Street / Parcel #26049138 CONTINUATION**
Applicant seeks approval for a Site Plan Review. This property is located in the Business 1 (B1) Zoning District and the Downtown Expansion (DR-2) Design Review District.

R.Pfeiffer reminded the applicants that they had all been sworn in.

R.Pfeiffer asked if any board members had had any ex parte communications regarding this case. There were none.

Applicants are represented by; Chris Galipeau from Civil Engineering Associates, and AJ LaRosa from MSK Attorneys.

D.Southwick stated that there were no changes, additions or corrections to the staff report.

D.Southwick stated that neighbor Ron Kaye, 12 Houghton Street had called with questions regarding landscape screening between the applicant's property and his. He was referred to the drawings and had no further questions.

C.Galipeau stated that they have not submitted any new information and all the information previously submitted were still applicable.

R.Pfeiffer asked if there were any further questions of the applicant. There were none.

R.Pfeiffer asked for public comment. There were none.

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

C. OTHER BUSINESS

1. Re-confirmed next meeting date and time. **Monday, April 5, 2021 6:30 PM**
2. Meeting minutes for March 1, 2021 would be moved to the April meeting agenda.
3. Other

D.Southwick brought forward information on the process for recessing meetings for public participants who might have has issued entering the zoom meeting. He clarified that it was not a state or local requirement to recess but rather a recommendation and that the board could agree to change the process.

D.Southwick reviewed the email sent from C.Sawyer that indicated that if the board closed and they needed to re-open a hearing it would require another 15 day warning. And, if a participant felt that they had not been given proper access to the meeting that they could appeal the decision to a higher court.

D.Southwick stated that we had not had any hearing where we had any participant with difficulty getting into the hearing. He stated that there were cases that a recess helped the process. He re-iterated that the board can still offer to recess if there is a need.

D.Southwick stated that he had posted the question to the Lister Listserv without any response. R.Pfeiffer stated that she had not seen it come through her ListServe. D.Southwick would forward his message and she could send it out on her Listserve.

R.Pfeiffer stated that we would see what came from the ListServe and continue the conversation via email.

D.LaPointe stated that he was in favor of discontinuing the procedure of automatically recessing. D.Thayer supported this position. D.LaPointe stated that if there was a reason to recess it could return in the next meeting.

T.McCuin stated that he was in support of removing the automatic recess as long as there is an avenue for someone to recess if they needed to.

R.Pfeiffer asked to check if there was any language in our warning materials that we distribute.

R.Pfeiffer stated that we would bring it up in the next meeting for a final decision.

D. PUBLIC COMMENT- None

E. ENTER DELIBERATIVE SESSION – D.Thayer made the motion to enter deliberative session, T.McCuin seconded, passed unanimously.

Motion to close the meeting made by R.Pfeiffer at 6:50 PM.