

ST. ALBANS CITY DEVELOPMENT REVIEW BOARD
REGULAR MEETING
6:30 PM MONDAY SEPTEMBER 17, 2018
ST. ALBANS CITY HALL, 100 NO. MAIN STREET

MEETING MINUTES

Board Members Present: Megan Manahan Bliss, Chair; Rebecca Pfeiffer, Vice-Chair; Dick Thayer; Owen Manahan; Judith Leonard (alternate); Denis LaPointe (alternate)

Board Members Absent: Jackie DesLauriers

Staff Members Present: David Southwick, Planning & Permitting Administrator; Wendy Coy, Minute Taker

1. **Call to Order** – Meeting called to order at 6:30 pm
 - a. **Pledge of Allegiance**
 - b. **Consider any additions or deletions to the agenda** –
 - c. **Assign Alternates (as necessary)** – Denis LaPointe was assigned as the alternate.

2. **Development Review Segment– Public Hearings:**
 - a. **Case 2018-019 / 85 No. Main Street / Parcel # 14063085; 89 No. Main Street / Parcel# 14063089; 99 No. Main Street / Parcel# 11063099; 8 Congress Street / Parcel# 11022008; 8-10-12-14 Maiden Lane / Parcel# 14056008 – Requests to re-open hearing, submit additional information, and request amendments to conditions of previous DRB approval.** No Board member has any conflict with this case. Mr. Southwick reviewed the case including the staff comments and relevant previous approvals and Zoning changes. The case has been publically warned with certified letters to the abutters. David White of White, Brooke Real Estate Investment Advisors represented the City as Mr. Sawyer and Mr. Cloud could not attend. Pete Garceau, Cross Consulting Engineers; Grant Butterfield Development Partner and Bill Niquette, consultant for Mr. Butterfield were also present. Mr. White started by reviewing the conditions that applied to this case.

Condition # 1: Applicant must obtain a favorable recommendation from the DAB and a favorable decision from the DRB on the final project design plans before construction begins. The applicant would like the condition to state that there needs to be a recommendation from the DAB and not necessarily a favorable recommendation.

Condition #2: Applicant must produce all necessary historical documentation and must receive both DAB and DRB approval prior to the demolition of any of the existing buildings. The work has been done and provided to the Board in their Board packet. The applicant would like the wording revised that the applicant needs DRB approval and not necessarily the DABs approval.

Condition# 3: Applicant must provide a public written warning of the demolition of any building in the project with an opportunity for the public to respond with an alternative plan or an opportunity to salvage the building. This has been posted three times and the applicant feels that this condition has been fulfilled.

Condition# 4: Traffic impacts are to be monitored for a period of one year with appropriate actions to be taken to alleviate undue congestion after that time. Mr. White suggested additional language that adjusted the original condition so that there is more elaboration on what is expected.

Condition# 5: - The applicant proposed that this condition be restated so that it is submitted with the future architectural plans.

Condition# 6: Applicant must provide traffic striping on Congress Street to extend from the intersection of North Main Street and Congress Street to the intersection of Congress Street and Messenger Street – Mr. Garceau reviewed the striping plan that is being submitted. Member Manahan asked if the striping would change from what VTRANS just did. Mr. White stated that it would change slightly and they would restripe what VTRANS did.

Condition# 7: Applicant must study traffic turning radii for truck traffic on Congress Street between the intersection of North Main Street and Maiden Lane or must present a new traffic pattern plan – The applicant added a vehicle truck moving parking plan. It showed different lengths of trucks making the turns and what the truck would look like when it was parked. Member Manahan stated that part of the concern was traffic congestion. Mr. White stated that the truck should be able to move through the intersection very smoothly. Member LaPointe asked if the parking where the W67 was indicated was an entrance or an exit. Mr. White stated that it's an entrance. Member Manahan asked if the loading zone would force people to enter the oncoming lane to go around the loading zone. Mr. Garceau stated that the travel lane was still twelve feet. Member Manahan asked if it would make sense to move the striping so that the larger lane is on the side with the loading zone. Mr. Garceau stated that he didn't think it would make a noticeable difference. Vice-Chair Pfeiffer stated that it would make more of a jog in striping.

Condition# 8: Applicant must address limited traffic line of sight problem at the southeast corner of the intersection of North Main Street and Congress Street - Mr. White stated that the applicant is suggesting that the bump out in front of Congress be extended to the end of the parking spaces so it feels that it is a safe space. On the Ace side, they wouldn't do a physical bump out but stripe the bump out. The applicant is also proposing to add a dashed line to emphasize the curb line. Member Manahan asked what the measurements would be. Mr. Garceau stated that it would be 24 feet.

Condition# 9: The applicant is proposing that this condition be retained and restated.

Condition# 10: Applicant must submit a full set of revised Site Plan documents for final approval by the DRB before construction can begin, including the following missing application requirements for a major site plan listed in 603.2.B.2, specifically (c) (i) (easement should be added) and (c) (iii) (small monument at the southeast corner of North Main and Congress Streets should be noted. - Mr. Sawyer sent a letter stating that the easement is no longer in effect so this is a moot point.

Mr. White stated that that they would like very explicit language added so that there is no confusion as to what remains to be done. He reviewed the language that the applicant would like added. Member Manahan stated that in the original proposal there

was some parking spaces may be removed. Mr. White stated that there is one less parking space than on the original plans. He stated that, as of tonight, these are the final plans that they would like approval of. Chair Manahan Bliss asked what, procedurally, the applicant was asking to be done. Mr. White stated that they were asking for the DRB to find that the original conditions have been met. Chair Manahan stated that she didn't see any language in the original conditions that required the applicant to come back before the DRB regarding the condition fulfilled. She asked if the applicant was asking that the condition be removed once it was fulfilled. Mr. Niquette stated that the applicant was looking to have the condition removed if possible. Mr. White stated that if the conditions weren't going to be removed, they would like a statement from the Board that the condition had been fulfilled.

Gordon Winter – He is still concerned with the traffic on Congress Street.

3. Other Business –

- a. **Discussion of Design Options for Congress and No. Main Street Project** – Mr. White stated that this is an informal presentation of architectural ideas and would like the Board's feedback on the ideas. They would be starting with the commercial buildings and move onto the residential buildings. Mr. Butterfield stated that he would like feedback from the Board. He reviewed the different renderings from the North and South side so the Board could get the feel of what the building would look like.
- b. **Planning and Development Updates** – Mr. Southwick stated that the permitting software has been ordered. The meeting went smoothly. They are getting the tree order ready. Member Manahan asked about Bank Street. Mr. Southwick stated that it is a zoning issue. The other Bank Street property got a permit to redo the porch. The tires have been removed from Federal Street. The daycare of Federal Street made some slight modifications to the height of their porch rail due to the Fire Marshall's recommendations.
- c. **Enforcement Updates** – None
- d. **Approval of July 2, 2018 Meeting Minutes** – Member Manahan made a motion to approve as amended. Member Thayer seconded it. It passed with Vice-Chair Pfeiffer abstaining.
- e. Confirm next meeting date: **Monday October 15, 2018 6:30 p.m.**
- f. **Other**

4. Public Comment – None

- 5. Enter Deliberative Session** – Vice-Chair Pfeiffer made a motion to enter executive session. Member Manahan seconded the motion. It passed unanimously at 8:15.

