

MEETING MINUTES
ST. ALBANS CITY DEVELOPMENT REVIEW BOARD
REGULAR MEETING
ST. ALBANS CITY HALL, 100 NORTH MAIN STREET, ST. ALBANS, VT
6:00 PM MONDAY, October 7, 2019

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

Staff Members Present: David Southwick, Planning & Permitting Administrator; Tammi DiFranco, Property Services Assistant, taking Minutes

Public Present: See Sign-In Sheet

- A. OPEN MEETING M.Manahan opened the meeting at 6:00 PM
1. Pledge of Allegiance – The Pledge was recited
 2. Consider any additions or deletions to agenda – None
 3. Tanner McCuin assigned as alternate. Motion by O.Manahan, second by D.Thayer, all in favor.

B. DEVELOPMENT REVIEW SEGMENT – PUBLIC HEARINGS

1. **Case #2019-019 / Michelle Laroche / 88 Walnut Street / Parcel # 22088150** Applicant seeks approval for a Conditional Use for a Kennel. This property is located in the Service-Industrial (S-Ind) Zoning District.

M.Manahan 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 (*including the recommendation from the Design Advisory Board (DAB)*).

Michelle Laroche introduced herself and her application for a dog daycare. She wants to provide a service that is not yet available in St. Albans City at this time. M.Manahan asked what hours she would be open. M.Laroche replied 6:30 am-6:00 pm. M.Manahan asked how many employees she would have. M.Laroche replied it would just be her at the start, but may possibly hire an employee later. M.Manahan asked how many customers in and out a day. M.Laroche answered she expects 20-25 dogs. O.Manahan asked about outdoor space. M.Laroche answered that the trailers will be removed and she will use that space. She will also be adding to the current fencing to close it off. She showed on the drawing where the fence would be expanded. O.Manahan asked if there will be overnight boarding. M.Laroche said there would be no overnight boarding. T.McCuin asked what her plan is for waste disposal. M.Laroche answered that she will be using a waste removal provider. O.Manahan asked if there was any existing lighting on the outside of the building. M.Laroche was not sure. O.Manahan asked for

clarification on separate entrances for each business. M.Laroche affirmed that each business has a separate entrance. She pointed out her entrance on the drawing. R.Pfeiffer asked if the clothing store is still there. M.Laroche affirmed that it is. T.McCuin asked if the groundcover would be changed. M.Laroche stated that she would be using gravel. O.Manahan asked if there is any proposed signage. D.Southwick answered that signage has not been applied for yet.

M.Manahan asked for public comment.

Elaine Robtoy- 167 Pearl Street- It is her opinion that it is not a good location for dogs with all the noise from the trains and tractor trailers.

M.Manahan asked the applicant if she has thought about the effect of the noise on the dogs. M.Laroche answered that she is going to put some soundproofing inside the building. She stated that dogs that go to daycare are not usually easily startled. M.Manahan asked what a typical day would look like for a dog. M.Laroche stated that on a nice day, they would be outside most of the time. The dogs will be on a rotation all day during office hours. She thinks they bark more inside than outside.

Kellie Giroux- 167 B Pearl Street- She was concerned with the number of dogs and what type of facility it would be: daycare, kennel, or rescue? M.Laroche confirmed it would be a daycare. K.Giroux is concerned with the environmental waste. She is also concerned with the health of the animals, possible abandoned animals, smell, water & wastewater issues, and the noise. R.Pfeiffer asked for clarification on the water & wastewater concern. K.Giroux stated that she had received a letter in the mail about the system being worked on. D.Southwick clarified that the work is referring to the mill, not the property in question.

Rhonda Fletcher- 179 Pearl Street- R.Fletcher pointed out that it is a quiet neighborhood and she worries about the impact of the barking dogs and if it will cause a nuisance to her tenants. Could there be a noise barrier?

Martin Fletcher- 179 Pearl Street- M.Fletcher asked if additional approval would be required if there was an expansion or change of business plans. M.Manahan affirmed that those situations would require a new hearing.

Kevin Rochleau- 70 Walnut Street- K.Rochleau was concerned about where the dogs would be housed and that there would be a lot of noise.

O.Manahan suggested that the applicant should be given a chance to respond to the public comments.

M.Laroche stated that it is not her intention to disrupt anyone. There are not very many places within the city of St. Albans that have dog boarding as a conditional use.

M.Manahan asked the applicant if she would be ok with conditions of hours and number of dogs. R.Pfeiffer added that they may also consider some sort of noise barrier. M.Laroche stated that she is unsure what they mean by a noise barrier. It is not her

property, she is a tenant. She would be happy to look into it. She also stated that she would be good with keeping the dogs inside until 7:30 or 8:00 am.

M.Manahan asked what the plan for cleaning maintenance is. M.Laroche stated that the inside can be hosed down and scrubbed with special foamers and disinfectants made for dog kennels. Outside the building will be constantly cleaned up as part of the daily rotation.

Additional round of public comments. A.Robtoy concerned from smell of having the solid dog waste kept in a dumpster. K.Giroux concerned about the environmental impact. R.Fletcher questioned on where the water would run when the yard is hosed down. K.Rochleau would like a sound barrier.

With no further comments, M.Manahan closed the hearing.

2. **Case #2019-020 / Maple Run Unified School District - BFA High School / 71 South Main Street / Parcel # 23048046** Applicant seeks approval for a Site Plan Review for the additional of a safety and security connector. This property is located in the Business 2 (B2) Zoning District and the Downtown Expansion (DR-2) Design Review District.

M.Manahan invited the applicants to come forward and swore in those wishing to submit testimony.

Before having staff introduce the application, M.Manahan asked what plans were used for the review. D.Southwick conformed that the most recent submitted site plan is what he used.

D.Southwick introduced the application and submitted the staff report for the record (*including the recommendation from the Design Advisory Board (DAB)*).

M.Manahan asked for clarification on site dimensions for the map page C-01.

D.Southwick stated that he has the dimensions for the area being looked at but not for the entire parcel. M.Manahan asked if a site plan had been submitted. D.Southwick confirmed that a site plan had not been submitted. R.Pfeiffer wanted to clarify that on page 4 of the staff report it should read South Main Street, not North Main Street.

Brief recess of meeting.

Peter Garceau introduced the project. He displayed a site plan: C-01a. It is an old site plan with the new plan added over it. He explained that this is a safety project to connect the two buildings and that the connector will be placed where the current sidewalk is located. All other parts of the projects are just site and civil areas that need to be reworked, such as power relocation. The bus parking circle will be relocated to the east side of the connector. They will need to add a curb cut at the end of Ferris and install a gate that will only be opened when buses are arriving or leaving. This entrance will also provide emergency access to the building. He referred to a letter from the police chief that is included in the staff packet. The current bus drop off will be made into 20 additional parking spots. M.Manahan asked if the front entrance off South Main will

remain for parent drop offs. P.Garceau affirmed that is correct. The plan is to get the buses off Main Street. M.Manahan asked if there had been any studies on the increase of traffic on Lincoln & Ferris. P.Garceau said that there has not been a traffic study; there are only 6 buses twice a day. M.Manahan asked if the turning radius for a bus will go over the curb. P.Garceau pointed out the turning radius on the plans shows that the buses will just make barely it. R.Pfeiffer stated that there would be no room for other traffic or parking on the side. She asked if the buses would stop all the traffic.

Bill Kimball stated that there is already no parking allowed on Lincoln between the hours of 8:00-10:00 am. He is already having conversations with Dominic Cloud about the parking on Lincoln Ave. Buses drop off in the morning between 7:30-8:00 am. In the afternoon, the buses all leave at the same time around 3:00 pm. M.Manahan asked for confirmation that Main Street entrances will be just for parents. B.Kimball affirmed that they would rather have the parents pull in to drop off their children than to stop on the side of Main Street to drop them off. The parents can also drop off at the South entrance, and the students can use that entrance at arrival time. M.Manahan asked why they are changing the drop off area if people can still use the south entrance. Laz Scangas answered that they want to bring all the bus drop offs to one spot as much as possible. O.Manahan stated that if they don't change the drop off, they will not gain parking. B.Kimball affirmed his statement as correct.

M.Manahan asked if they are anticipating the buses going in both directions on Lincoln. B.Kimball answered that most of the buses will come down Lincoln to Fairfield. Most of the impact will be on Lincoln from Fairfield to Ferris. M.Manahan asked why they do not want to use the Main Street entrance. B.Kimball answered that public safety would rather not have the buses coming out in Main Street.

P.Garceau pointed out one small site change. They will be running a water line and power to the south west corner of the building.

T.McCuin asked if there is a need to widen or rework the new curbs on Lincoln and Ferris. P.Garceau stated that it works but there is not a lot of room for comfort.

L.Scangas shared views of the campus and explained where the connector would be placed and what materials they would be using. R.Pfeiffer asked of the connector will be at ground level or elevated. L.Scangas stated it would be at ground level. All design matches the school buildings that already exist. O.Manahan asked if there are emergency exits at both ends. L.Scangas showed on the drawing where 6 emergency exits would be located. Sprinklers will also be installed. O.Manahan asked for clarification on the overhangs on the west side. L.Scangas stated that there would be an overhang at the entrance. The only sidewalk that will be along the building is for handicap access.

M.Manahan asked for public comment.

Wayne Boudreau- 16 Ferris Street- W.Boudreau stated that the connector will block the view of Main Street from his property. Ferris is very narrow; he believes the buses will be going over people's lawns as they turn and as they pass each other. He wants to make sure that his driveway is not affected by the new curb cut. Ferris extends past the bollards on his side of the road to allow cars to back out of his driveway.

Joe Luneau- Handy Cars- As a downtown business owner, J.Leaneau has concerns about parking. He asked to see exactly where the school will be gaining and losing parking spots. He was given a copy of the parking plan.

Chip Sawyer- representing city- C.Sawyer stated the city recognizes the public safety value of having a gate at Ferris Street. The school will need to get site plan approval from the DRB and curb cut approval from the city. R.Pfeiffer asked him how the city feels about the new curbs possible getting damaged. C.Sawyer says they do not want the curbs destroyed and are willing to work with the school. D.Thayer pointed out that Ferris Street and Rugg Street are the same width. Buses from the City School drive make those turns every day. P.Garceau stated that the curbs on Ferris and Lincoln are in the same spots they were before being replaced. The road was not widened. The turning movements from Ferris to Lincoln were surveyed on the present day. R.Pfeiffer asked if the city would be willing to make additional no parking areas to make sure the intersection and roads are clear. C.Sawyer stated that no parking areas can be discussed.

R.Pfeiffer stated that she still has more questions about traffic on Lincoln and would like some sort of traffic study. M.Manahan stated that they can make a motion to recess the hearing until next month. O.Manahan asked for a complete site plan with dimensions. He pointed out that it would be to the schools benefit for any future projects to have a site plan on file.

Motion by R.Pfeiffer to recess the hearing in order to request additional traffic information on number of cars at Lincoln and Ferris at drop off and pick up times and full site plan is requested. Second by O.Manahan with all in favor.

M.Manahan stated that they would get the details on the required information they are requesting to the applicants as soon as possible.

With no further comments, M.Manahan closed the hearing.

C. OTHER BUSINESS

1. Planning & Development update
 - i. D.Southwick is adding DRB conditions to Citizen Serve software and has been able to follow up on conditions more easily.
2. Enforcement update
 - i. D.Southwick has been closing outstanding conditions on past DRB & DAB cases.
 - ii. Status of Beverage Mart case- still waiting on judge's decision on defendants claim that they didn't name the correct defendant.
 - iii. C.Sawyer mentioned that M.Manahan is the only member whose term is expiring. He is currently collecting applications from board members whose terms are expiring.
3. Approval of August 5, 2019 Meeting Minutes – D&V

Motion by O.Manahan to approve the minutes August 5, 2019, as edited. Second by D.LaPoint and approved with 4 in favor, 1 abstaining.

4. Approval of September 3, 2019 Meeting Minutes - D&V

**Motion by O.Manahan to approve the minutes September 3, 2019, as edited.
Second by D.Thayer and approved with 4 in favor, 1 abstaining.**

5. Approval of September 26, 2019 Special Meeting Minutes - D&V

**Motion by O.Manahan to approve the minutes September 26, 2019, as edited.
Second by S.LaPoint and approved 5 in favor, 1 abstaining.**

6. Confirm next meeting date and time. **Monday, November 4, 2019 6:00 PM**

7. Other- None

D. PUBLIC COMMENT- None

E. ENTER DELIBERATIVE SESSION – D&V

**Motion by D.LaPoint to move into Deliberative Session. Second by R.Pfeiffer
and approved with all in favor at 7:50 PM.**

St Albans Development Review Board - Regular Meeting
7-Oct-19

Thank you for attending. Please sign in

NAME	ADDRESS	EMAIL	PHONE
Mr Scarpas	13 Barkly Court.	ksarpas@gmail.com	802-792-0244
Peter Garrison	103 Firenze PD	pgarcia@consultingengineers.com	524-2113
Wayne Boukrena	11 Rock Ridge 05488	Wenew1@comcast.net	802-582-4600
Elaine Bokoy	167 Pearl St	celaine@yaho.com	524-3081
Kelcie Giroux	167 B Pearl St	rotagy2000@yahoo.com	524-3081
Michelle Laroché	56 Mordey Lane #1 Colchester 05488	michelle.laroché33@gmail.com	760-498-4668
Rhonda Fletcher	9 Hodges Ct SFA.	RhondaFletcher10@gmail.com	524-9658 752-0868
Martin Fletcher	9 Hodges Ct SFA	Martin.Fletcher@yale.com	777-4455
Joe Landon	60 Smith St SAC	jlandon@shandy.com	528-2730
Bill Kimball	28 Colburn St	billkimball@apple.com	524-2600
Chap Sawyer	City	City	City
Kimberly Haden	70 Walnut St	City	City

Rochellean

85

71

71

85

85

85

85

71

85