

MINUTES
ST. ALBANS CITY DEVELOPMENT REVIEW BOARD
REGULAR MEETING
ST. ALBANS CITY HALL, 100 NO. MAIN ST.
6:30 PM WEDNESDAY, JANUARY 11, 2023
Approved March 6, 2023

Board Members Present: Rebecca Pfeiffer, Chair; Dick Thayer; Becky Manahan, Alternate; Tanner McCuin (via Zoom); Emily Biron (via Zoom).

City Staff Present: Chip Sawyer, Director of Planning & Development; Sara Bennett, Property Services Manager; Angela Bernard, Minute Taker.

Members of the Public Present: Margaret Sweeney; David Sweeney; Ed Adrian, Lawyer for the DRB (via Zoom).

A. OPEN MEETING – R. Pfeiffer opened the meeting at 6:31 PM

1. Pledge of Allegiance – pledge was recited
2. Assignment of Alternate(s) – B. Manahan was assigned to the hearing.
3. Consider any additions or deletions to agenda - none

B. DEVELOPMENT REVIEW SEGMENT – PUBLIC HEARINGS

1. Case #2022-022 for ZA Decision Appeal / Margaret Sweeney / 20 High Street / Parcel 14040020. This property is located in the R75 – Residential 7500 Zoning District.

R. Pfeiffer introduced the continuation of case 2022-022, continued from December 2022. No conflicts of interest noted among board members. R. Pfeiffer asked B. Manahan and E. Biron if they had a chance to review the recording from the previous hearing in order to attend this hearing. Both board members said yes, they watched the video. R. Pfeiffer confirmed that all members of the hearing who were placed under oath in December, remained under oath for this continued hearing.

R. Pfeiffer asked S. Bennett for any updates to the City staff report that have been added since last month. S. Bennett introduced a memorandum from City staff. S. Bennett said that all property owners involved have presented documentation regarding where the boundary line should be, but that City staff have not made a determination on exactly where the boundary line is.

R. Pfeiffer asked if board members had questions on the City memorandum. None.

S. Bennett then introduced a letter written by the homeowners at 22 High Street. S. Bennett summarized the letter for the Board. S. Bennett then introduced a letter from M. Sweeney regarding an agreement between her and her neighbors at 22 High Street.

R. Pfeiffer then turned the hearing over to M. Sweeney and D. Sweeney. M. Sweeney said that the neighbor on their Bishop Street side, who submitted a letter, has not approached them directly. D. Sweeney then said the City measured the property line incorrectly and chose the wrong property

marker to start measuring. D. Sweeney insisted that the City has taken the side of the neighbor and is not an impartial party in the case.

R. Pfeiffer asked M. and D. Sweeney if they agreed with the neighbors on the other side where their fence should be located. M. Sweeney said they agreed to move three posts on their fence on that side of the house.

D. Sweeney testified that he watched the Bishop Street neighbor remove the proper property marker. He accused the City of conducting illegal behavior in the case.

R. Pfeiffer turned the hearing over to Board for further questions. No questions from Board members. No public comment.

R. Pfeiffer closed the hearing and told the homeowners when they could expect an answer.

D. Thayer made a motion to close the hearing. Second by E. Biron. Hearing closed at 6:54 PM.

C. OTHER BUSINESS

1. Planning & Development update – S. Bennett had no updates. C. Sawyer let the Board know that City Council approved new district zoning changes for areas of the City, including rezoning of north Main Street, east side of Federal Street, and Best Court. There is also a new rule for when lots straddle zoning districts that will go into effect next month. C. Sawyer said there will be a new map with the zoning changes that will be introduced, and he warned the Board that there will be a new rule to allow veterinary clinics in the downtown area.

2. Enforcement update – S. Bennett said she is following up on some residential buildings that are doing improvement work without proper permitting.

3. Approval of Meeting Minutes –

T. McCuin made a motion to approve the meeting minutes for September 2022. Second by B. Manahan. Approved at 6:53 PM.

T. McCuin made a motion to approve the meeting minutes from December 2022. Second by D. Thayer. Minutes approved at 6:54 PM. B. Manahan and E. Biron abstained.

4. Approval of Meeting Application Schedule- 2023

The Board reviewed a tentative schedule for meeting dates in 2023, where a number of planned meetings fell on holidays. R. Pfeiffer asked for feedback on the proposed schedule. B. Manahan said she won't be able to attend the March meeting. E. Biron shared that she's expecting a baby at the end of March and will be missing the April meeting. R. Pfeiffer asked the Board to verify that the July and September meetings could be moved to Wednesdays to avoid falling on holidays.

E. Biron made a motion to adopt the proposed meeting draft schedule for 2023. Second by B. Manahan. Draft approved at 7:00 PM.

5. Confirm next meeting date and time - Monday, February 6, 2023 at 6:30 PM.

6. Other – R. Pfeiffer asked S. Bennett if she anticipates any applications coming in for the February meeting. S. Bennett said possibly.

D. PUBLIC COMMENT – C. Sawyer thanked the Board for their time and said there is one alternate position and one regular position open. He told B. Manahan that she could apply for the regular position by approval by City Council.

E. ENTER DELIBERATIVE SESSION –

D. Thayer made a motion to enter deliberative session. Second by T. McCuin. Deliberative session entered at 7:03 PM.

Approved