

MEETING OF THE ST. ALBANS CITY DEVELOPMENT REVIEW BOARD REGULAR MEETING
6:30 PM, TUESDAY, OCTOBER 2, 2017
ST. ALBANS CITY HALL, 100 NO. MAIN STREET ST. ALBANS, VT

MINUTES

Board Members present: Chair Megan Manahan Bliss, Owen Manahan, Judith Leonard (Alternate)

Board Members Absent: Vice-Chair Rebecca Pfeiffer, Jackie DesLauriers

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

Public Present:

See Sign-in Sheet

A. **Call to Order** - Chair called meeting to order at 6:30

1. Pledge of Allegiance
2. Discuss Additions or Deletions to Agenda

B. **2. Development Review Segment – Public Hearings:**

1. **Case#2017-018 / 24 Sunset Meadow / Parcel # 22096020** – This case has been withdrawn from consideration by the Board.
2. **Case #2017-021 / 54 Russell Street / Parcel # 23074054** – No Board member has any conflict with this Case. D. Southwick reviewed the case including the staff comments and the relevant previous Zoning Actions. The Case has been publicly warned with certified letters to the abutters. John Martel is the applicant and stated his case. He would like to put a three-car garage on the west side of the driveway. His original application was denied due to the regulations of the garage being 10 feet back from the front line of the house which this design was not in compliance with. His parcel is on the end of a dead end street. The placement of this garage is not the lawn in front of the house. The location of the proposed garage would provide the minimum modification to the property. To move the garage placement back by 10 feet would require him to extend his driveway by thirty five feet and require fill to shore up the land.
3. **Case#2017-022 / 29 Bellows Street / Parcel # 22007011** - No Board member had any conflicts with this Case. D. Southwick reviewed the staff comments on the case as well as the relevant previous Zoning Actions. The Case has been publicly warned with certified letters to the abutters. Robin Boudreau, the facilities manager at St. Albans City School represented the applicant of St. Albans City School. The school would like to put in additional paving in the back of the school to provide additional parking for the buses. It would also extend the existing pavement so it would go entire length of the parking area. Member O. Monahan asked if there would be enough room for the turn radius and if there would be any striping. Mr. Boudreau stated that the striping would provide clarity as the buses would not be backing out but pulling out individually in order. Member O. Manahan asked if this would be a pick-up or drop-off location. Mr.

Boudreau stated that it would be both. A letter from ECI gave a scope of work proposing to have the work done by October 27, 2017.

4. **Case#2017-023 / 99 High Street / Parcel # 11010099-** Applicant requested a recess. Chair M. Manahan Bliss stated that it would rescheduled for the November 4, 2017 meeting or will need to withdraw the application.
5. **Case #2017-024 / 32 Cedar Street / Parcel # 22019032** - No Board member had any conflicts with this Case. D. Southwick reviewed the staff comments on the case as well as the relevant previous Zoning Actions. The Case has been publicly warned with certified letters to the abutters. The only missing part of the site plan permit is any information about the storm water. Carolee Sutton is the applicant and was representing herself. She has a registered daycare with nine children. Four full time daytime; 5 part-time they go to SACS. She had put up a fence on her property. She received the letter stating the lack of permits for the fence. As soon as she received the letter, she contacted the City and started the permitting process. The parking is drop off and pickup parking. Many of the families live on or near Cedar street so they walk or bike over to the property. Member O. Manahan asked if the play area was only the fenced area. Ms. Sutton responded that the smaller children stay in the fence but the older ones do go outside it. The Chair opened the meeting up for public comment.
Maurice Desrochers - 34 Cedar Street: He stated his concern that on the back of the property where the kids have been playing is a deep water hole. He is concerned about the children's safety. He also states that the fence was built directly against his property line with no room to be repaired. He feels that the fence should be set back. Chair M. Manahan Bliss asked if there was the 2'9" gap between the fence and the property line as is indicated on the plans. Ms. Sutton stated that the older children have been allowed to play in the back yard. As per state regulations, she can see them at all times. The water stays there throughout the summer and it is marshy. She is not sure where the property line is but the paperwork that she has showed that there is 2'9" gap between her property and Mr. Desrochers property line. She used the plans that she received when she purchased the house. Mr. Desrochers is stating that the boundary lines are correct. Chair M. Manahan Bliss stated that they do not decide on boundary disputed. Mr. Desrochers and Ms. Sutton would need to settle that dispute themselves.

C. Other Business

1. **Planning & Development Updates** – Moonshadow was repainted. It came through the DAB with paint samples from Sherwin-Williams. An approval was made based on the paint. DAB has tightened up the requirements on the permit process; the applicant needs to bring paint chips and what the paint will look like once the paint has been applied.
2. **Enforcement Updates** – Parking in three or four different spots and 56 Fairfield Street has made some progress.
3. **Approval of August 7, 2017 Meeting Minutes** – Chair M. Manahan Bliss had several corrections to the minutes. There were not enough Board members to vote on them. D. Southwick stated that he would make the corrections and present them at the next meeting.

4. Confirm next meeting date and time **Monday November 6, 2017 6:30 p.m.**
5. Other

D. Public Comment - None

- E. **Enter Deliberative Session** – Member O. Manahan made a motion to enter deliberative session. Member J. Leonard seconded the motion. The motion passed unanimously. The Board entered deliberative session at 7:14 pm.

FINAL

St Albans Development Review Board - Regular Meeting
 October 2, 2017

Thank you for attending. Please sign in.

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