

Minutes of the St. Albans City Development Review Board

St. Albans City Hall

100 North Main St. St. Albans, Vt.

Meeting Date: May 2, 2016

DRAFT

Members	Present	Absent
Megan Manahan, Chair	x	
Rebecca Pfeiffer V. Chair	x	
Michael Walsh	x	
Owen Manahan	x	
Jacqueline Deslauriers-1 st Alt	x	
Judith Leonard-2 nd Alt		x

Staff Present:

Curtis Comfort, Planning & Permitting Administrator

Chip Sawyer, Director of Planning & Development

Robin Morrill, Minute Taker

Public Present: Ron Denison, Mitch Durfee

Meeting called to order at: 6:31 by Megan Manahan, Chair

A. OPEN MEETING

1. Pledge of Allegiance

2. Consider any additions or deletions to agenda – **Motion by Rebecca Pfeiffer to strike Section C from the agenda, second by Owen Manahan, with all in favor.**

B. DEVELOPMENT REVIEW SEGMENT

1. **Case #2016-005 / 41 Walnut Street / Grunts Move Junk / Parcel 22088041** – Applicant requests conditional use to establish a duplex. Applicant is proposing to renovate existing single family dwelling at the subject parcel. *This property is located in the (LDR) Low Density Residential District.*

Megan Manahan, Chair read the account into record and swore those giving testimony regarding the case. C. Comfort, Planning and Permitting Administrator presented the staff report.

Mitch Durfee, owner of Grunts Move presented the following: The applicants request is to convert a single unit dwelling to a duplex with both units having an upstairs and downstairs. There will be no changes required to the exterior of the building. The duplex conversion will require two hallways to be blocked off and a kitchen and bathroom will be added.

Board questions – NONE

Hearing was closed at 6:41 PM

C. ORGANIZATIONAL MEETING - Item struck from agenda as it was covered at the April 4, 2016 meeting.

D. OTHER BUSINESS

1. Planning & Development updates – C. Sawyer stated that the construction projects are the main focus and that he is working with the Planning Commission on the amendments to the regulations as well as the City Plan.

2. Enforcement updates. Enforcement updates were reviewed.

3. Approval of Meeting Minutes D&V.

Motion by Rebecca Pfeiffer, to approve the minutes of April 4, 2016 as edited, second by Mike Walsh, with all in favor.

Edits to the 4-4-16 DRB meeting are comprised of the following: Date referenced as 2015 changed to 2016, first name of Mr. Hungerford changed, and voting results of officer nominations to include appointment of officers.

4. Other – No other business

5. Public Comment – No public comment

8. Motion by Rebecca Pfeiffer to enter deliberative session at 7:04 p.m., second by Owen Manahan, with all in favor.

Respectfully submitted,

Robin Morrill

Minute Taker