

**Minutes of the St. Albans City Development Review Board**  
**St. Albans City Hall**  
**100 North Main St. St. Albans, Vt.**  
**Meeting Date: August 1, 2016**  
***DRAFT***

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

**Staff Present:**

Curtis Comfort, Planning & Permitting Administrator

Robin Morrill, Minute Taker

**Public Present:** Jason Benoit, Joan Cavallo, Pat Cross – Cross Consulting Engineers, Mark Ladoux-Stevens Brook LLC

**A. OPEN MEETING - Meeting called to order at: 6:00 by Megan Manahan, Chair**

1. Pledge of Allegiance
2. Consider any additions or deletions to agenda – None

**B. DEVELOPMENT REVIEW SEGMENT**

1. **Case #2016-007 (reopened) / 29 Bellows Street / St. Albans City School / Parcel 22007011 –** Applicant requests approval of a Minor Site Plan Amendment to construct 30'x28' temporary classroom building with new water, sewer, gas and electric services. 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, and asked if any board members have any conflicts of interest and or would like to recuse themselves from the hearing. No conflicts of interest or recusals noted.

C. Comfort, Planning and Permitting Administrator presented the staff report.

Applicant presentation: P. Cross – Cross Consulting Engineers presented for the applicant and stated the following: Mr. Cross discussed the previous DRB meeting where the plans presented indicated a property line that was being disputed and presented new plans at this hearing indicating adjusted property line placement. Mr. Cross discussed the southern boundary discrepancies and the adjustments made to alleviate all concerns associated with that boundary as well as outlining the additionally proposed 8' high chain link gates between the proposed building and the adjacent building.

Board questions – M. Manahan asked if any drainage concerns had been addressed. Mr. Cross said that he was unaware of any issues other than one neighbor who had said that there has been ponding near a catch basin. Mr. Cross stated that it was sheet flow from Bellows Street and the ponding has nothing to do with the project area. R. Pfeiffer interjected stating the property owner in question was concerned with sheet flow from the school lot and that their property level was a foot below the school property level leaving concern that additional impervious surface would increase that flow. Mr. Cross stated that their intent was to sheet flow the project to the west, and the firm's opinion is that the flow will infiltrate into the sandy soil on the project. Curtis Comfort introduced an Email from Cecile Stebbins into the conversation. Mrs. Stebbins email addressed her and her husband's concerns with the proposed project. Mr. Cross discussed sending the roof water to the north to reduce the risk of any additional run off to the Stebbins property.

Public Comment: Jason Benoit of 1 Bellows St. questioned how the survey property line dispute can be resolved so this will not be an issue in the future. M. Manahan stated that the DRB does not resolve property line disputes. Mr. Benoit discussed additional noise barrier/screening behind his cedar hedges. Mr. Cross stated that there was no additional noise barrier/screening included in the proposed plans. J. Cavallo outlined the use of the proposed building, the regulations for the age group it is being designed for and students being dropped off at the main school building for breakfast before classes begin in the proposed building. M. Manahan asked what the school hours were, Ms. Cavallo answered 7:45 – 3:15 and stated that teachers may come in as early as 6:30 a.m. and stay as late as 5:00 or 6:00 p.m. therefore a favorable decision with the stipulation of use only during the hours of 7:45 – 3:15 would not be acceptable. M. Manahan asked Ms. Cavallo to clarify whether or not there would be drop offs and pickups at the proposed building, as at the previous hearing Mr. Mazurak who represented the applicant stated there would be none. Ms. Cavallo responded that there would be both drop offs and pickups at the building. Ms. Cavallo discussed a designated parking area for drop offs and pickups and stated that drop off time would be at approximately 8:15 a.m. and pick up time approximately 2:15 p.m. M. Manahan questioned the number of students and Ms. Cavallo answered 16 or 17. M. Manahan questioned if traffic would be using Bellows St. and Ms. Cavallo answered yes. M. Walsh questioned if there were any alternatives to having this classroom in the main school building and Ms. Cavallo stated that there was no option to use the main school building and discussed the reasoning behind her response. M. Walsh asked Ms. Cavallo to justify the unkemptness of the school property. Ms. Cavallo discussed not wanting to invest in the landscaping because of the knowledge of a future expansion at some point in the near future. M. Manahan pointed out the grass/weeds have not been mowed, there are old telephone poles piled up as well as parking on the green space etc. and asked if there was a plan to address property upkeep. Ms. Cavallo discussed staging of projects and stated that it would need to be kept up with children occupying the space regularly. J. Deslauriers questioned if there is any landscaping plan included in the project. Mr. Cross stated that there was none but they would be open to considering adding it to their plans.

J. Benoit requested that no play area or a storage area behind the building, to be a condition added should the project receive a favorable recommendation.

Hearing was closed at 7:06 p.m.

2. Case # 2016-006.V / 95 South Main Street / Stevens Brook LLC / Parcel 26079095 – Applicant requests approval of a Variance to redesign legally nonconforming parking spaces and for New Use of the second story as a dwelling unit, this property is located in the (B-2) Business 2 District.

Applicant presentation: Mark Ladoux Property owner of 95 South Main St. was present and offered the following: Mr. Ladoux questioned C. Comforts report in which 11' of frontage on Upper Welden was mentioned. Mr. Ladoux stated that the footage should be 110' versus 11'. J. Leonard questioned whether or not she should recuse herself from the hearing as she had recused herself from a previous meeting where Mr. Ladoux had presented an application as he was her Realtor previously. Mr. Ladoux stated that he had no issues with Ms. Leonard attending and Ms. Leonard stated that she would participate in the hearing. Mr. Ladoux discussed the 2<sup>nd</sup> floor being vacant and his request for a variance for his proposed application.

Board questions – C. Comfort clarified the buildings current use per R. Pfeiffer's request. M. Ladoux discussed the Cedar hedge row and making a green space from a section of pavement that will be removed. O. Manahan asked if there would be designated parking spaces and Mr. Ladoux responded that he had not thought of that but was very responsive to the idea. J. Deslauriers questioned the first floor tenants and the length of their current lease.

Public Comment: No Public Comment

Hearing was closed at 7:20 p.m.

#### C. OTHER BUSINESS

1. Planning & Development updates – M. Manahan stated that Curtis will be leaving and commended /thanked him for his excellent service. No other updates.
2. Enforcement updates. No enforcement updates
3. Approval of Meeting Minutes D&V.

**Motion by R. Pfeiffer to approve the minutes as amended of July 11 2016, second by Owen Manahan, with 4 in favor and Mike Walsh and Jackie Deslauriers abstained.**

Amendments to the minutes of July 11, 2016 consisted of typos and clarification on whether the proposed classroom would be permanent or temporary and to add language to recognize Mr. Benoit's property line dispute.

4. Other – No other business

D. Public Comment – No public comment.

**Motion by Rebecca Pfeiffer to enter deliberative session at 7:00 p.m., second by Owen Manahan, with all in favor.**

Respectfully submitted,

Robin Morrill

Minute Taker