

Minutes of the St. Albans City Design Advisory Board
Regular Meeting
St. Albans City Hall
100 North Main Street St. Albans, VT
Meeting Date: December 22, 2014

Approved January 26, 2015

Called To Order At: 6:33 p.m. by Katie Collin, Chair

Members	Present	Absent	
Katie Collin, Chair	x		
Jack Tremblay	x		
Evan Champagne	x		
John Morrie, V. Chair		x	
KarenMarie Peltier	x		

Staff Present:

Chip Sawyer, Director of Planning & Development
 Curtis Comfort, Planning & Permitting Administrator
 Robin Morrill, Minute Taker

Public Present:

See attached sign in sheet

A. Open Meeting

1. Consider any additions or deletions to agenda.

Introduction of Curtis Comfort new Planning & Permitting Administrator

C. Sawyer - New adopted zoning rules go into effect on Dec 29th 2014

B. Design Review - Consideration of the following applications:

1. S.B. Collins /70-90 Federal St. The applicant requests approval of a major site plan amendment. Applicant would like to demolish and redevelop a gas station. This property is located in the (B1) - Business District.

Andy Hoak of Ruggianno Engineering gave a brief overview of the project and stated that the proposed use for the property would be very similar to the use that is presently there. Mr. Hoak also discussed changes from the original application which consisted of trees & plantings, the change from canopies to small shelters over the dispensers, total curb cut distance increase, and

the color on the trim of the attendant booth being changed to white. E. Champagne questioned the illumination level on specific lighting that was not indicated in the plans, A. Hoak did not have the answer readily available but discussed the illumination levels in other areas of the site plan. C. Comfort addressed the board regarding curb cuts maximum allowance versus what the applicant had requested and a discussion ensued. A. Hoak stated that the increase in the curb cuts were due to the turning radius of delivery vehicles and the safety of the public.

Motion by Jack Tremblay to approve without contingency, second by KarenMarie Peltier with all in favor.

2. Mylan Technologies, Inc. / 110 Lake Street & 20 Houghton St. - Applicant requests approval of a major site plan amendment to integrate all properties involved and provide for access changes including changes to fencing and a guard shack. These properties are located in the (B-1 Business District and the (S-Ind) Service Industrial District.

Pat Cross of Cross Consulting gave a brief overview of all tasks included in the site plan amendment submitted. Task 1 & 2 address entrance improvements on Lower Welden St. C. Comfort referenced regulations on illumination and uniformity.

Task 2 specifically addresses the relocation of chain link fence originally installed in a location that is in the right of way to be moved to the property line, as well as the relocation of a yard light. The board suggested on the wrought iron fence on the Lake Street frontage of the campus be used versus the chain link fence topped with razor wire which is what is represented currently. D. Ainsworth stated that the wrought iron fence was approximately six times more expensive than the chain link, that it is a made to order item and that the chain link fence was higher and provided a higher level of security in the areas where it is used.

Task 3 addresses a turn around and changes to Houghton Street. C. Sawyer discussed the closing of Houghton Street and that Mylan and Immigration had worked out an agreement regarding their employees having access to their building via Houghton Street.

Task 6 addresses the north end campus security gate on Houghton Street.

Board members were having difficulty envisioning the entire campus with the applicants site plan amendment requests and Dave Ainsworth of Mylan Technologies, Inc. offered to leave the meeting, return to the plant and print copies of the prints for the board to view. Board members agreed and while the discussions continued, Mr. Ainsworth did leave the meeting and return with prints within several minutes. E. Champagne questioned the number of trees coming down versus the number of trees that were being replaced. D. Ainsworth discussed that they will be replacing trees but not in the specific area that E. Champagne was questioning due to the lack of space.

Motion by KarenMarie Peltier to approve the plan with contingencies, that in task 6 (Houghton Street) the trees are replaced tree for tree and the fencing along Lower Welden St. be consistent with the fencing on Lake St., second by Evan Champagne with all in favor.

- C. Other Business
 - 1. Approve Minutes - D&V

Motion to approve the amended minutes of November 24, 2014 by Evan Champagne second by Jack Tremblay with all in favor.

- 2. Other

D. Ainsworth of Mylan Technologies stated that the closure of Houghton St. should happen on January 31st 2015.

C. Sawyer - Discussion on the proposed change to the zoning that would take two parcels on Fairfield Street and designating them a Medical Institution District focusing on health care uses. The regulations would preserve current greens space with a frontage setback. This would be considered the eastern gateway to the City and proposing that it be designated the DR4 East Gateway.

Motion to adjourn at 8:15 pm by Jack Tremblay second by Evan Champagne with all in favor.

- 3. Questions and clarification from Board members on issues presented. NONE

D. Public Comment

- 1. Questions and clarification from Board members on issues presented. NONE

Respectfully submitted,
Robin Morrill
Minute taker

St Albans Design Advisory Board - Regular Meeting
22-Dec-14

Thank you for attending. Please sign in

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