

Minutes of the St. Albans City Planning Commission
St. Albans City Hall
100 North Main St. St. Albans, VT
Meeting Date: November 17, 2014

Approved February 16, 2015

Called To Order At: 6:30 pm by C. Dermody, Chair.

PC Members	Present	Absent
Chris Dermody, Chair	x	
Jackie Deslauriers	x	
David Barber, V. Chair	x	
Peter Ford	x	
Ryan Doyle	X 6:38	
Michael Gawne	x	
Tom Murphy		x

Staff Present:

Chip Sawyer, Director of Planning & Development
Robin Morrill, Minute Taker

Public Present:

See Attached Sign in Sheet

AGENDA

1. Discuss any additions or deletions to agenda. - D&V
None
2. Discuss issues pertaining to Northwest Medical Center

C. Dermody stated that he is a member of the incorporators for NMC and would recuse himself if requested. M. Gawne stated that his company is currently working with NMC and would recuse himself if requested. No requests were made of either board member to recuse themselves. C. Sawyer discussed that Northwest Medical Center is located in the LDR district and that it is currently nonconforming. Discussion on proposing a medical zone for the zoning re-write project. The Hospital has contacted the ZA regarding a expansion project they are considering and are requested a rezoning hearing . NMC is seeking an informal approval for staff to prepare the revisions for an official planning commission public hearing at the next meeting that would propose the new hospital zone. The focus would be on use, lot coverage and building heights plus anything that the board has concerns with. D. Barber was concerned

about the green space that runs parallel to Fairfield St. becoming a parking lot or something other than green space and if a medical zone is written into the zoning re-write he would like this green space preserved. C. Dermody discussed a HVAC unit that is an annoyance because of noise emitted to the immediate neighborhood. Peter Ford was also concerned with the preservation of the green space, buffering the surrounding residential properties and questioned additional parking for the proposed additions to the hospital. Mr. Billings representing NMC stated that the hand out that was given to the board was outdated and that the updated version of the plan included the additional parking spaces. Peter Cross of Cross Consulting Engineers, PC said that the reason for their appearance before the board this evening is to get feedback from the board. D. Barber questioned why everything at NMC is one story versus several stories. His concern was with unnecessary sprawl and suggested that any new buildings be built structurally so additional stories could be added in the future. C. Dermody suggested NMC consider consulting an acoustical engineer so that the LDR immediately surrounding the hospital be protected from unpleasant or excessive noise levels. P. Ford requested to see plans/drawings for the additions to the hospital before the December PC meeting. C. Sawyer to begin the research on Hospital/Medical Zones and regulations for such. Draft report to be presented at the December 15th PC meeting.

3. Discuss City Hazard Mitigation Plan

Taylor Newton described what the purpose of a Hazard Mitigation Plan, how ERAF (Emergency Relief Assistance Fund) is allocated, and what is required to receive ERAF grant funds. For the City to receive the same amount of assistance that it currently receives, the City would have to adopt a Hazard Mitigation Plan by 2016. During the discussion of the purpose of a HMP. Ford suggested that the railroad be contacted and the City acquire of them, a list of products that the railway transports that could potentially be considered a hazard if being transported during a railway disaster incident. C. Dermody questioned whether there was an evacuation plan for the City School in the event of a railway disaster. D. Barber pointed out that the Police Department and Fire Department are in the flood zone and that the City would need to address that issue in the future and suggested that property in an acceptable location be purchased if it becomes available.

4. Discussion on Zoning Re-Write Project.

Re-Write Project is still in progress

5. Other Business

- a. Approval of Minutes for 8/18, 9/15 and 10/20 - D&V

Motion by Ryan Doyle to approve the minutes of 8/18, second by Peter Ford with four in favor and Michael Gawne and Jackie Deslauriers abstained.

Motion by Ryan Doyle to approve the minutes of 9/15 as amended, second by Michael Gawne with five in favor and Peter Ford abstained.

Motion by Ryan Doyle to approve the minutes of 10/20 as amended, second by Jackie Deslauriers with five in favor and Peter Ford abstained.

b. Action Item List.

C. Dermody - questioned the status of trees in the green spaces

C. Sawyer said that RFP's were put out for qualifications and fees for an on call basis from Arborists . Green Leaf Forestry was selected and the City is now working with them.

c. Community Resiliency.

Brief discussion on Community Resiliency in conjunction with the Hazard Mitigation Plan.

d. Housing Study Update

C. Sawyer - Two aspects that NRCP is still working on, specific questions with cross tabulation taken into consideration and to discuss which stakeholders should be chosen for in depth interviews.

e. Other

R. Doyle asked C. Sawyer for a status update on the Planning and Permit Administrator position hiring process. C. Sawyer responded that second interviews are this week, the top candidate will be identified next week and following will be negotiations with that candidate.

R. Doyle commented on gas stations stating there are more appropriate and less appropriate locations both in B1 & B2 districts for filling stations, and he feels that this area needs more discussion before the re-write is finalized.

f. Questions and clarifications from Commission members on issues presented.

R. Doyle wanted clarification that C. Sawyer would have ample time to compile the information needed to have the Proposed Bylaws & Draft Report available by the Dec. 15th PC meeting.

6. Public Comment

a. Questions and clarifications from Commission members on issues presented

None

Motion to adjourn at 8:45pm by David Barber, second by Jackie Deslauriers with all in favor.

Respectfully submitted,

Robin Morrill

Minute Taker

PC 11/17/14

THANK YOU FOR COMING. PLEASE SIGN IN.

NAME

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