

MINUTES
ST. ALBANS CITY PLANNING COMMISSION
REGULAR MEETING
ST. ALBANS CITY HALL, 100 NORTH MAIN STREET
5:30 PM MONDAY, MARCH 20, 2017

Approved April 17, 2017

Board Attendance:

David Barber, Chair
Michael Gawne
Jackie DesLauriers (left at 6:06pm)
Luke Richter, Alternate
Amy Paradis (arrived at 5:41pm)

Staff Present:

Chip Sawyer, Director of Planning & Development

Public Present:

Justin Holmes
Tyler Stanislas

1. **Open Meeting – Chair D.Barber opened the meeting at 5:33pm.**
 - a. Discuss additions or deletions to agenda – None proposed.
2. Approval of Minutes

**Motion by M.Gawne to approve the minutes of February 27, 2017, as presented.
Second by J.DesLauriers and approved with all in favor.**

3. *CityPlan* Public Comment.

There was no public comment.

4. Request by property owner for bylaw amendment to change land use district of 12 No. Elm St.

C.Sawyer presented an analysis (see attached) on other areas around 12 No. Elm that could be changed to the High Density Residential District and what the effects might be on parcel conformity and residential densities.

Discussion ensued with the commission members and public present. There was some disagreement amongst board members on how many parcels to request a land use district change for.

Motion by M.Gawne to direct C.Sawyer to prepare amendments to the City Land Development Regulations to change 12 No. Elm St. and Blocks 1 and 2 from the attached analysis from the Low Density to High Density Residential District. Seconded by L.Richter and approved with M.Gawne, L.Richter and J.DesLauriers in favor and D.Barber and A.Paradis opposed.

5. *CityPlan* discussion

- a. Review plan draft

There was much discussion on the contents of the draft plan presented at the meeting. C.Sawyer recorded all suggested revisions in the staff version of the draft Plan.

- b. Discuss next steps, meetings, etc.

There was general acceptance of the City Plan schedule submitted by C.Sawyer (attached).

6. Other Business.

- a. Need for Organizational Meeting

General commission consensus to postpone this discussion for the next meeting.

- b. Stebbins-Catherine Planning Project Update

The next public meeting for this project will be April 25 at 6pm at City Hall.

- c. Planning & Development Update

There were no questions from C.Sawyer's last email update.

7. Public Comment.

None.

Motion by M.Gawne to adjourn at 7:55pm. Second by L.Richter and approved with all in favor.

Respectfully Submitted,
Chip Sawyer, Minute Taker.