

**MEETING MINUTES
ST. ALBANS CITY PLANNING COMMISSION
REGULAR MEETING
ST. ALBANS CITY HALL, 100 NO. MAIN ST.
6:00 PM MONDAY, DECEMBER 17, 2018**

Approved January 21, 2019

Board Members Present: David Barber, Chair; Michael Gawne; Stan Bradeen; Amy Paradis, Vice Chair; Luke Richter

Board Members Absent: Jackie DesLauriers; Luke Richter

Staff Members Present: Chip Sawyer, Director of Planning Development

Public Present: None.

1. **Open Meeting – Chair D.Barber opened the meeting at 6:03 PM.**
 - a. Discuss additions or deletions to agenda – There were none.
2. Approval of Minutes

Motion by M.Gawne to approve the minutes of November 19, 2018, as edited for some PC members to clarify their statements. Second by A.Paradis. Some discussion on the commission wanting more detail in future minutes. Motion approved with all in favor.

3. Public Hearing on Proposed Amendments to Land Development Regulations
 - a. Presentation of proposal for Congregate Housing and proposed boundary change in B1 District.

C.Sawyer presented the proposed amendments as well as additional materials on the definition of Congregate Housing and Nursing/Intermediate Care.

- b. Board and Public Comment.

There was extensive discussion on the definitions of Congregate Housing versus Nursing/Intermediate Care. S.Bradeen and M.Gawne would like more work on the definitions.

M.Gawne discussed uses that he did not think should be allowed in the Low Density Residential District.

There was discussion about the various forms of Congregate Housing and whether the definition should be more general or more specific. It was noted that the current definition including “services provided” might not include some intended uses, such as cooperative housing.

M.Gawne would like the definition of Nursing Home to be more strongly linked to State licensing definitions.

There was discussion of the proposed boundary change. M.Gawne mentioned that there were many parcels in the City split by current zoning boundaries.

M.Gawne discussed how he views the future of Federal St. and the distinction between the west side and east side and whether Federal Street's role is to be just a truck bypass or something more. D.Barber and C.Sawyer stated that Federal St. is meant to be a multi-modal corridor, not just a truck bypass.

S.Bradeen reiterated his preference to assess all of the Federal St. corridor and asked how much could be added to the scope of this amendment proposal. C.Sawyer advised that the consideration be limited to the amendments proposed.

The Planning Commission requested the following:

- Define the degree of residential care consistent with State language.
- Present the definition of Congregate Housing in the context of other residential uses.
- A look at whether anything in the proposal is inconsistent with the City's goals for Federal Street.
- The latest Federal Street Multimodal Corridor plans.

There was general agreement on the proposed B1 boundary change.

Motion by M.Gawne to recess the hearing until the next Planning Commission meeting. Second by S.Bradeen. No discussion. Approved with all in favor.

- c. Consideration of any motions to revise the proposed amendments and PC report.

No action.

- d. Consideration of motion to approve amendments and refer to the City Council.

No action.

4. Discuss proposals and ideas for Land Development Regulations

There was discussion of S.Bradeen's use analysis of the B2 District along North and South Main Street. It was agreed that this topic should be discussed at the next meeting. C.Sawyer stated that he would bring more information on the uses along Federal St. and North and South Main St.

5. Other Business.

- a. Planning & Development update.

C.Sawyer reported that the City had not been awarded a Municipal Planning Grant for a history resources inventory update. He mentioned that he would look into Certified Local Government status with the Dept. of the Interior for future historic preservation work.

- b. Board appointment process – S.Bradeen, J.DesLauriers and A.Paradis’ seats expire on 12/31/19. Bradeen and Paradis have filed applications to remain. DesLauriers had indicated she would let her term expire and step down.
- c. Other – None.

6. Public Comment - None.

Motion by A.Paradis to adjourn. Second by M.Gawne. No discussion. Motion approved unanimously at 7:49 PM.