

**MINUTES**  
**ST. ALBANS CITY PLANNING COMMISSION**  
**RESCHEDULED REGULAR MEETING**  
**ST. ALBANS CITY HALL, 100 NORTH MAIN STREET**  
**5:30 PM MONDAY, OCTOBER 24, 2016**

*Approved November 21, 2016*

**Commission Members Present:**

David Barber, Chair  
Jackie DesLauriers, Vice Chair  
Stan Bradeen  
Michael Gawne  
Amy Paradis

**City Staff Present:**

Chip Sawyer, Director of Planning & Development

**Public Present:**

NONE

1. **Open Meeting – Chair D.Barber opened the meeting at 5:33 PM.**
  - a. Discuss additions or deletions to agenda – D&V.  
No additions or deletions.
2. Approval of Minutes – D&V.

**Motion by A.Paradis to approve the minutes of 9/19/16 as presented. Second by S.Bradeen and approved with all in favor, except J.DesLauriers abstaining.**

3. Discuss City Council's 1<sup>st</sup> reading of front entrance amendment.
  - a. Planning Commission response – D&V

Discussion on the subject of “snout houses” and whether they fit in the City. Some suggested changes in language to Item C were discussed.

**Motion by S.Bradeen to present the edited language “, unless permission is granted by a decision of the Development Review Board, with such decision to include the effect upon the character of the neighborhood.” to the City Council. Second by M.Gawne and approved with all in favor.**

Discussion on Item D, the walkway requirement. D.Barber asked for a straw poll on retaining Item D. The poll was 4 to 1 in favor of retaining Item D.

4. *CityPlan* discussion

- a. Expanded plan outline

Discussion of creating a wish list for the next meeting to discuss fleshing out the draft plan. There was a request that C.Sawyer move pieces of the current plan into the new draft plan outline.

5. Discuss possible amendments to Land Development Regulations
  - a. draft Design Review rules

Discussion of items in 10. Landscape & Streetscape, 11. Site Design & Development, and 12. Demolition and Construction Activity. C.Sawyer recorded any consensual changes in the document shown at the meeting.

6. Other Business.
  - a. Discuss 11/21 meeting date – D&V  
No motion. General agreement to maintain the 11/21 date.
  - b. Stebbins-Catherine Planning Project Update  
The PC was informed of the next project meeting at 6:30PM on 11/15.
  - c. Planning & Development Update  
C.Sawyer gave a general update.
  - d. Other.  
None.

7. Public Comment.  
None.

**Motion by S.Bradeen to adjourn at 7:57pm. Second by M.Gawne and approved with all in favor.**

Respectfully Submitted,  
Chip Sawyer, Minute Taker