

**MEETING MINUTES
ST. ALBANS CITY PLANNING COMMISSION
REGULAR MEETING
ST. ALBANS CITY HALL, 100 NORTH MAIN STREET
5:30 PM MONDAY, NOVEMBER 21, 2016**

Approved December 19, 2016

Commission Members Present:

David Barber, Chair
Stan Bradeen
Michael Gawne

Staff Present:

Chip Sawyer, Director of Planning & Development

Public Present:

None.

1. **Open Meeting - D.Barber Opened the meeting at 5:35pm**
 - a. Discuss additions or deletions to agenda – **None.**
2. Approval of Minutes – There was one edit suggested of a “There” typo.

Motion by M.Gawne to approve the minutes of October 24, 2016, as edited. Second by S.Bradeen and approved with all in favor.

3. Resolution in support of Better Connections grant application for Northern Route 7 multi-modal corridor plan. – General questions were answered. Commission members stated support for the focus on the northern end.

Motion by M.Gawne to sign the resolution. Second by S.Bradeen and approved with all in favor.

S.Bradeen suggested that there is interest in St. Albans Town to see if the City would be able to maintain new sidewalks built by the Town.

4. Review status of proposed front entrance amendment.

C.Sawyer gave an update. General discussion.

5. *CityPlan* discussion
 - C. Sawyer reviewed the draft plan text

S.Bradeen made a request for more structure and a tighter narrative.

M.Gawne stated a preference to focus on statutory requirements. He thinks about the plan from his perspective of being a lawyer.

D.Barber requested to add in aspirations. Make sure that visionary aspect is maintained in the plan.

Goals to add: Preservation of the Welden Theatre and other cultural entities/facilities that exist Downtown.

Explore further cultural/performance facilities or make improvements to existing ones.

S.Bradeen suggested putting all of the visionary “three question” content into one chapter at the beginning and making each of the topical chapters tighter and more structural. Make objectives more descriptive in order to carry some of the narrative weight of the “three question” sections.

General discussion of need to make the City more ped/bike-friendly.

D.Barber: Update the parking inventory numbers and discuss that parking needs should be taken into account for new developments.

S.Bradeen: Get data on commuting distance and mode of transportation and potential for people to walk to work.

D.Barber: Add an objective to maintain a working Downtown grocery store/supermarket.

S.Bradeen: Analysis of residents by census block and distance to services, drug stores, grocery, etc.

6. Other Business.

- a. Discuss 12/19 meeting date – Members decided to stay with 12/19 meeting.
- b. Stebbins-Catherine Planning Project Update – Update was given by C.Sawyer and D.Barber
- c. Update on board appointments – Update was given by C.Sawyer
- d. Planning & Development Update – Update was given by C.Sawyer
- e. Other – None.

7. Public Comment. **None.**

Motion by M.Gawne to adjourn at 7:51pm. Second by S.Bradeen and approved with all in favor.

Respectfully Submitted,
Chip Sawyer, Minute Taker