

MINUTES
ST. ALBANS CITY PLANNING COMMISSION
REGULAR MEETING
ST. ALBANS CITY HALL, 100 NORTH MAIN STREET
5:30 PM MONDAY, MAY 15, 2017

Approved June 19, 2017

Board Members Present:

David Barber, Chair
Michael Gawne
Amy Paradis
Stan Bradeen, arrived at 6:00 PM

Public Present:

None.

Staff Present:

Chip Sawyer, Director of Planning & Development

1. Open Meeting. Chair D.Barber opened the meeting at 5:40 PM.

- a. Discuss additions or deletions to agenda.
There were none.

2. Approval of Minutes

Motion by M.Gawne to table approval of minutes of April 17, 2017. Second by D.Barber and approved with all in favor.

3. CityPlan process discussion

C.Sawyer reviewed the municipal plan approval, public hearing and adoption process for the Commission.

4. Public Hearing on proposed 2017 City Plan and report

- a. Staff introduction of draft
- b. Public Hearing

After waiting for members of the public to arrive, D.Barber opened the public hearing at 6:48 PM. There were no members of the public present. D.Barber closed the public hearing at 6:49 PM.

5. Planning Commission edits to City Plan draft and report

The Planning Commission reviewed and made edits to the Plan and report, all of where are recorded in the May 15, 2017 Planning Commission Edits draft of both documents.

S.Bradeen asked what the pleasure of the Commission was to contemplate further changes to the plan. The general consensus was that any further revisions could be offered to the City Council during their hearing process.

Motion by M.Gawne to approve the of minutes of April 17, 2017 as submitted. Second by D.Barber and approved with all in favor, except A.Paradis abstaining.

6. Approval and Submission of proposed City Plan and report to City Council

Motion by S.Bradeen to approve and submit the City Plan and report, as edited, to the City Council. Second by A.Paradis and approved with all in favor.

7. Other Business.

a. Planning & Development Update

Discussion of Route 7 Livability planning project.

b. Discuss regular meeting times

Motion by A.Paradis that Planning Commission meetings will be from 6:00 - 8:00 PM. Second by S.Bradeen and approved with all in favor.

c. Other

There was general discussion about what type of bylaw changes the Planning Commission should consider first. Stormwater and stream corridor protection was mentioned by C.Sawyer as something that the State expects the City to adopt this year.

M.Gawne also suggested doing walks of City wards to start future PC meetings.

A.Paradis mentioned that there was confusion with the Fire Dept. the last time she needed to check with them on a permit.

8. Public Comment.

There was none.

Motion by M.Gawne to adjourn at 7:12 PM. Second by S.Bradeen and approved with all in favor.

Respectfully Submitted,
Chip Sawyer, Minute Taker