

Minutes of the St. Albans City Planning Commission

St. Albans City Hall

100 North Main Street St. Albans, VT

Meeting Date May 16, 2016

Approved June 14, 2016

Planning Commission Members

	present	absent
David Barber, Chair	x	
Jackie DesLauriers, V. Chair		x
Michael Gawne	x	
Stan Bradeen	x	
Tom Murphy		x
Amy Paradis, Alt	x	

Staff Present

Chip Sawyer, Director of Planning & Development

Robin Morrill, Minute Taker

Public Present –NONE

AGENDA

1. Open Meeting - Meeting called to order at 6:00p.m. by David Barber, Chair.

- a. Discuss additions or deletions to agenda.

C. Sawyer would like to discuss an issue regarding an amendment to the Green Belt Ordinance and solutions to parking for lots of those who have no driveways but have room for driveways in the side setback. C. Sawyer stated that some residents have no other option than to park in the green belt and discussed the option of the City putting in driveways. The regulations currently do not allow driveways in the side set back. A proposed amendment would allow parking in the side setbacks, contingent on several requirements. After discussion the Commission agreed that C. Sawyer is to prepare an amendment for next meeting for review.

2. Approval of Minutes –D&V

Motion by to approve the minutes of April 18, 2016 by M. Gawne second, by Stan Bradeen, with all in favor.

3. City *Plan* discussion on Neighborhoods - C. Sawyer gave a power point presentation on the City Plan reviewing The City Plan Elements i.e.: Goals for each element of the plan, what we are proud of, what we want to see and what do we want visitors to remember. Policies and actions; what rules and regulations will help us meet these goals and what projects, initiatives and changes will help us meet those goals and carry out those policies. Roles; Who is best suited to implement policies and carry out actions. Several discussions ensued and are as follows:

-what are we proud of in the neighborhoods - the following topics were mentioned: historic nature of some of the neighborhood buildings, preservation of small neighborhoods, trees, the effect of well maintained properties, front porches, improvements in the infrastructure, slate roofs, setback uniformity and the sense of community, safety and friendliness and parks .

-what do we want to see - the following topics were mentioned: community neighborhood involvement, safe sidewalks on both sides of the street, improvements to the entrance of Aldis Hill, solutions for neighborhoods who have reputation issues, neighborhood revitalization, solutions for unresponsive landlords and drainage solutions for some neighborhoods.

- what we want visitors to remember - the following topics were mentioned: well maintained properties, friendly neighborhoods with a sense of community, Town and City gateway entrance improvements and a place where they would like to live.

Proposed Regulatory Amendments Reminders of previously discussed regulatory amendments ie: driveways, fences, reviewing the permitted/conditional use table for anything that should be removed from the LDR & HDR districts, review of the accessory structures rules, consolidating or clarifying home occupation and home industry rules, clarifying nonconforming uses vs. structures and address the 75% market value loss issue, ensure balance in allowing daycares, exempt some forms of gardening / landscaping from definition of development, more clearly define what constitutes coverage, parking and different types of solar installation

4. Discuss *draft* Design Review rules – C. Sawyer discussed the roles of the Permitting administrator, the DAB, and the DRB and then reviewed item 703 A. Administrative Review. C Sawyer discussed his rewrite, M. Gawnes edits to his rewrite and he wanted to make sure that everyone was clear on what was previously unclear. C. Sawyer gave examples of applications and the roles of the Administrative Officer, DAB and the DRB and the required procedures for each example. C. Sawyer to take edits and comments from tonight’s meeting as well as M. Gawne’s edits and incorporate into next month’s update.

5. Other Business

a. Stebbins-Catherine Planning Project Update – C. Sawyer said 6 firms were present at the sight meeting and that proposals are due on Friday 5/20/16.

b. Planning and Development Update-No update

c. Other no other business

6. Public Comment- No public comment

7. Adourn

Motion to adjourn 8:04 p.m. by M. Gawne, second by Amy Paradis, with all in favor.

Respectfully submitted,

Robin Morrill
Minute Taker