

Minutes of the St. Albans City Planning Commission

St. Albans City Hall

100 North Main Street St. Albans, VT

Meeting Date August 15, 2016

Approved September 19, 2016

Planning Commission Members	present	absent
David Barber, Chair	x	
Jackie DesLauriers, V. Chair	x	
Michael Gawne	x	
Stan Bradeen	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 6:03 p.m. by David Barber, Chair.**

a. Discuss additions or deletions to agenda. NONE

2. Approval of Minutes

Motion by Stan Bradeen, to approve the Minutes of July 18, 2016, second by Jackie Deslauriers with four in favor, and Amy Paradis abstained.

3. Proposed amendments to Land Development Regulations concerning front entrances in residential districts

a. Presentation by staff – Chip Sawyer presented and reviewed section 522 (Front Entrances in Residential Districts) of the proposed amendments to Land Development Regulations dated August 16, 2016. M. Gawne discussed the importance of prominent front entrances effecting emergency responders and their ability to positively identify a residences main entrance.

b. Public Hearing - No public present.

c. Consideration of Planning Commission edits to amendments and or report.

Motion by Michael Gawne to approve the addition of section 522, to article 5 of the Land Development Regulations, second by Stan Bradeen with all in favor.

d. Approval of amendments with any edits and submission to City Council –Staff to submit to City Council

4. Discuss possible amendments to Land Development Regulations

a. draft Design Review rules – C. Sawyer reviewed the edits to Article 7, with a lengthy discussion on section 703 (b) Time Limits for Design Advisory Board as well as State Statute regarding the same. Several scenarios were discussed. Section 703 (c) Review Authority in Cases of Deterioration or Damage has been removed and replaced as a separate section at the end of Article 7 with no changes other than its location. Item 703 (c) Design Review Application Requirements discussed. S. Bradeen discussed procedural appeal under this item. Item 703 (d) deleted. Sections 705 Procedures (a) General Standards and 705 (b) Detailed Standards reviewed and the language shall and should were discussed in depth. Standards (a) & (b) to be reviewed for edit by commission members for edits if necessary and discussed at a future meeting. Item 706 Design Review Standards & Criteria for Approval was discussed in depth with multiple language edits suggested by the commission.

5. City Plan discussion on plan outline – Item tabled for this meeting and will be priority for the next several Planning Commission meetings.

6. Other Business

a. Discuss Municipal Planning Grant – C. Sawyer discussed the Municipal Planning Grant and using that grant for a master plan for Taylor Park. The grant would allow the City to hire a consultant who would give ideas and inspiration that would get the Park where the City envisions it for the future.

b. Stebbins – Catherine Planning Project update – C. Sawyer stated that the consultants are compiling information at this time.

c. Planning & Development update – No report

d. other – D. Barber reviewed the open meeting laws.

7. Public Comment no public comment

Motion to adjourn at 8:03 p.m. by Michael Gawne, second by Amy Paradis with all in favor.

Respectfully submitted,

Robin Morrill

Minute Taker