

MEETING MINUTES
ST. ALBANS CITY PLANNING COMMISSION REGULAR MEETING
ST. ALBANS CITY HALL, 100 NO. MAIN ST.
6:00 PM MONDAY, OCTOBER 16, 2017

Approved November 20, 2017

Board Members Present:

Chair David Barber, Michael Gawne, Luke Richter and Stan Bradeen

Board Members Absent:

Vice Chair Jackie DesLauriers and Amy Paradis

Public Present: See attached sign-in sheet

Staff Present: Chip Sawyer, Director of Planning & Development; Wendy Coy, Minute Taker

AGENDA

1. **Open Meeting – called to order at 6:09 p.m.**
 - a. Discuss additions or deletions to agenda

2. **Approval of Minutes**

Member Gawne made a motion to approve the September 18, 2017 meeting minutes as corrected. It was seconded by Member Bradeen. It passed unanimously with Member Richter abstaining.

3. **Proposed bylaw amendments to protect stream corridors**
 - a. **Resume Public Hearing –**

Chair Barber re-convened the public hearing.

C. Sawyer presented the four revisions to the Land Development Regulations Concerning Stream Corridors.

- i. Stream Corridor and Riparian Area - The criteria to establish the stream corridor and Riparian Buffer area will be based on the center of the stream.
- ii. Trees are native and 2" in caliper DBH (Diameter Breast Height) or more a permit will be necessary to remove it.
- iii. Landscaping requirements – when you mow it will be no lower than three inches.
- iv. Added a provision for boardwalks, in addition to bridges, with DRB approval.

- b. Consider revisions** – Chip Sawyer presented the latest draft of the Stream Corridor Regulations that included the revisions listed above. The members of the commission discussed the latest draft as well as the wording of the former draft. Chip Sawyer amended the regulations during the meeting. The meeting was opened to public comment. Jeff Bean – 88 Pearl Street – He is concerned about the disparity from one property owner to the other. Due to different uses, one property owner will have to change how they use that space but the other will not. Existing non-conforming activities will be grandfathered in and not regulated. The Members of the Commission made it very clear that these by-laws were a starting point and that the document can evolve as needed.

Chair Barber closed the public hearing.

- c. Consider approval and submission to City Council**

Member Gawne motioned to approve the proposed amendments as edited and submit to the City Council. Member Bradeen seconded the motion. It passed unanimously.

4. Other Business

- a. City Plan Update** – City plan has been approved by the Regional Planning Commission.
- b. Planning and Development Update – 99 High Street** – Member Bradeen stated that, in light of the 99 High Street debate, the Commission and City needs to consider the economic viability of maintaining those older buildings. He would like to start doing site visits to visit the areas and look at a couple of these issues that affect these buildings so that the Commission can brainstorm ideas on how to maintain these buildings and be proactive instead of reactive. Member Richter recused himself from the discussion as he has a conflicting interest. The Commission agreed to start doing site visits and to try and get one in before it gets too cold. Chip Sawyer is going to try and find a date.
- c. Other – Taylor Park Master Plan** – It will go before the Parks Commission on November 7th and the City Council on November 13th.

5. Public Comment – None

Member Bradeen made a motion to adjourn the meeting at 8:00 p.m. The motion was seconded by Member Gawne. The motion unanimously passed.

P.C. 10/16/17

THANK YOU FOR COMING. PLEASE SIGN IN.

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