

MINUTES
ST. ALBANS CITY PLANNING COMMISSION
REGULAR MEETING
ST. ALBANS CITY HALL, 100 NORTH MAIN STREET
6:30 PM MONDAY, DECEMBER 18, 2023

Approved January 16, 2024

Commission Members Present: Denise Smith, Chair; Carl Watkins, Vice Chair; Dan Rohrbach; Ray Stahl; Janis Appel; Michael Gawne, Alternate

Commission Members Absent: None

City Staff present: Chip Sawyer, Director of Planning and Development; Paul Clapps, Minute Taker;

Members of the public present: Corey Parent

1. D. Smith began the meeting at 6:31 PM.

- Assignment of Alternates: M. Gawne would be participating but not voting tonight.
- **R. Stahl motioned to approve the minutes from November. Seconded by C. Watkins. The motion passed with all in favor. M. Gawne abstained. There was a spelling error corrected (D. Rohrbach's name on the top of the 3rd page), but no additional discussion.**
- The Commission briefly discussed when the next meeting would be.
- **Tuesday, 16th of January at 6:30 PM.**
- **Tuesday, 20th of February at 5:30 PM.**

2. Proposed Amendments to Land Development Regulations

- C. Sawyer began his presentation for the Land Development Regulations. He started by breaking down the purpose of the proposed amendments and the definitions introduced.
- There was a brief discussion on when the city might issue a violation in the case of a travel trailer overstaying the two week limit. M. Gawne brought up whether it might be better to request a permit for someone to live in a travel trailer for two weeks, in order for the city to better track it. C. Sawyer recommended approaching that in the future if this becomes a problem.
- There was another discussion on whether a turnaround could be used in the front setback to replace a driveway with the new amendments.

- C. Sawyer explained the history of performance bonds and where they can be trouble for the Zoning Administrator. Then his presentation was finished.
- **R. Stahl motioned to approve the amendments and recommend them to the City Council. Seconded by D. Rohrbach. The motion passed with all in favor. No additional discussion.**

3. Discuss Zoning on Lake Street

- C. Sawyer updated the Planning Commission on the City's memo to continue the discussion on the Lake Street Proposal. Then, he went over the options available for the Planning Commission.
- M. Gawne looked at Act 100 and what constituted an "allowed use" or "permitted use," and what the differences meant. M. Gawne believed the interpretation of "permitted use" would be synonymous to "conditionally used." M. Gawne also looked at what Saint Albans town allowed to see how the adjacent community would react.
- **M. Gawne left the meeting at 7:30 PM.**
- R. Stahl asked for the difference between South Main Street and Lake Street, since they're both in between commercial districts (City and Town) and they operate as transitional zoning districts.
- There was a discussion on why C. Parent is subdividing the land as opposed to building one structure.
- C. Watkins couldn't foresee this being a large issue (at least in the next five years) and believed that this could be allowed for the time being while the Commission discussed options in the future. There was then a brief discussion on what the City Council might think about residential density increases.
- **D. Smith proposed a straw poll for C. Sawyer to look into these changes further now that there's a property owner willing to make density changes. The Commission was unanimous in letting this matter proceed forward.**
- R. Stahl agreed that there should be an investigation into how the density of Lake Street should be changed, and it should be brought up to the City Council.
- **C. Parent left the meeting at 8:02 PM.**

4. City Plan Public Input Campaign

- C. Watkins specified that he'd like to wait until the next meeting to present his findings on this topic since he's still processing the data. There was a brief discussion on land use parts of the City Plan and the overall purpose of this data.

5. Presentation on Bellevue Apartments Project

- C. Sawyer gave a presentation on the Bellevue Apartments Project. He proposed a vision and direction for an Apartment Project that could be taken on by a private

developer. This would allow for TIF (Tax Increment Financing) to pay for things like parking and infrastructure.

- The commission discussed bringing up questions for this topic in the next few months.

6. D. Smith adjourned the meeting at 8:32 PM.