

**MINUTES**  
**ST. ALBANS CITY PLANNING COMMISSION**  
**REGULAR MEETING**  
**ST. ALBANS CITY HALL, 100 NORTH MAIN STREET**  
**5:30 PM MONDAY, SEPTEMBER 18, 2023**

*Approved October 16, 2023*

**Commission Members Present:** Carl Watkins, Vice Chair; Dan Rohrbach; Ray Stahl; Janis Appel;

**Commission Members Absent:** Denise Smith, Chair; Michael Gawne, Alternate.

**City Staff present:** Chip Sawyer, Director of Planning and Development

**Members of the public present:** None

**1. C. Watkins began the meeting at 5:42**

- Attendee introductions
- Public comment on agenda: None.
- Discussions or deletions on agenda: None.
- Assignment of Alternates: None.

**2. C. Watkins moved onto the City Plan Update**

- C. Sawyer mentioned that there have been 80 responses to the survey so far. They still need to be delivered to the food shelf, Martha's Kitchen, the Samaritan Center, and additional locations.
- C. Sawyer gave an overview on how the survey would be processed.
- R. Stahl and D. Rohrbach both mentioned that they were familiar with the new city plan.
- The Commission reviewed some of the survey responses and how they could be implemented. There was conversation on whether being a renter or a homeowner could change the perspective on the survey results.
- There was discussion on how to ensure that input is received from renters.

**3. Municipal Planning Grant**

- C. Sawyer would like to use the municipal planning grant to help with focus groups, planning, and data collection for the new city plan.

- **R. Stahl motioned that Denise Smith sign the MPG resolution as Chair. Seconded by D. Rohrbach and approved with all in favor. There was no discussion.**

#### **4. Working list of goals and policies**

- There was a discussion on the population growth of St. Albans with reflecting housing growth policies. The city's employment statistics are related to population and economic growth as well.
- C. Watkins brought up the list of goals for the city plan, and there was a brief discussion on how to continue the conversation.

#### **5. Land development regulations**

- C. Sawyer began the conversation on a recent parking regulation loophole that didn't have trailers included. C. Sawyer proposed changing this regulation to accurately add attachments like trailers in addition to motor vehicles. There are legal and sanitary concerns with living in a trailer that is unpermitted.
- There was a discussion on parking regulations.
- **R. Stahl motioned to prepare and warn the proposed amendments for the October meeting. Seconded by J. Appel and approved with all in favor. There was no additional discussion.**

#### **6. General Business**

- Approval of minutes was postponed for next meeting due to lack of attendees.
- The PC confirmed the next meeting date for 10/16/23
- The new members of the PC gave more in-depth introductions and their reasoning for joining.

#### **7. C. Watkins adjourned the meeting at 7:00 PM.**