

Hearing Date: April 29, 2026
Case: Case # 2026-006
Applicant(s): Seventy Two North Main LLC
Subject Parcel: #23063072
Address: 72-74 North Main Street
Review Requested: Conditional Use Review

I. Description of Request and Relevant Facts

1. The applicant requests approval to convert the 2nd floor into 2 residential units. It currently has 1 residential unit and 1 commercial space. Additionally, the applicant requests to convert the 3rd floor into 2 residential units. The total number of residential units proposed is 4 apartments.
2. The first floor of the building is one commercial unit, to remain.
3. This property is located in the Business 1 Zoning District.
4. Dwelling Units, requiring Conditional Use review when the total of the existing dwelling unit(s) and any proposed dwelling unit(s) on the lot would result in a density greater than 1 dwelling unit per 2,000 sq. ft. in lot size.

II. Public Notice

The warning of the public hearing and the certified mailings to abutters were completed as per statutory requirements in 24 V.S. A. Chapter 117.

III. Completeness of Application

The applicant has submitted an application for Conditional Use Review for the Development Review Board to make a ruling on the completeness of the application, including possible requirements for supplemental information and evidence before the hearing can be Closed. Staff will advise the applicant of any known deficiencies in the application before the hearing.

IV. Applicable Regulations and Review Standards

The process and standards for approval for Conditional Use Review are found in the City of St. Albans Land Development Regulations in Sections 404 and 602, respectively, and there are other applicable standards in the Regulations. Staff has listed and highlighted what we feel are relevant sections below for reference, and it is possible that there are other relevant sections not listed below. Staff recommendations and concerns regarding possible deficiencies in the materials presented are highlighted.

Section 303 Zoning District Standards

D. Central Business District – B1

1. It is the purpose of the B1 - Central Business District to provide for a diverse range of business and service uses within the traditional business center of the City. The district is intended to protect and enhance the function of the downtown area as the primary commercial, financial, retail and governmental center of the region. It is designed to accommodate a wide variety of commercial activities, particularly those which benefit from pedestrian activity and access. Design criteria for the district are intended to protect the National Landmark Historic District and the special urban features of Taylor Park.

Overall, it is the purpose of the Business Districts to provide for a wide range of commercial and related activities to safeguard and enhance the City's role as the economic center of northwestern Vermont. It is also the intent of these districts to protect the historic and cultural characteristics which distinguish the City of St. Albans, and to enable a diverse range of uses, which contribute to the vitality and diversity of the Business Districts and to expand the tax base.

3. **Conditional Uses, to be reviewed in accordance with Section 602 and all other applicable standards and requirements.**
 - I. Dwelling Units, requiring Conditional Use review when the total of the existing dwelling unit(s) and any proposed dwelling unit(s) on the lot would result in a density greater than 1 dwelling unit per 2,000 sq. ft. in lot size, and/or there are residential uses proposed for the ground floor of the structure. However, properties that total solely one or two dwelling units, and do not include any other uses, are not allowed in the St. Albans Historic District.

Staff Note: Combined lot size is .04ac = 1742 SF
Per the regulations, more than 2 units requires DRB approval.

Section 602 Conditional Uses

A use designated as a conditional use in any district may be permitted upon decision of the Development Review Board, subject to the requirements of 24 V.S.A., Section 4414(3).

Section 602.1 Procedure; Action by Development Review Board

The Development Review Board may grant a conditional use permit after public notice in accordance with Section 908 of these bylaws and a public hearing, according to the following procedures:

- A. An application for a conditional use permit shall be filed in the office of the Zoning Administrator, who shall refer the application to the Development Review Board.
- B. The Development Review Board may specify additional information for consideration of the application, including, but not limited to, data, traffic impact studies, site plans and elevations.
- C. The Development Review Board shall review the proposed use for compliance with all applicable criteria as contained in these regulations. This review shall specifically include consideration of the stated purpose of the district in which the proposed use is to be located.
- D. The Development Review Board shall act to approve or disapprove a requested conditional use within 45 days after the adjournment of the final public hearing held under this section, and failure to so act shall be deemed approval.

Section 602.2 Approval Criteria

The Development Review Board shall determine that the proposed use shall not have an undue adverse effect on:

- A. The capacity of existing or planned municipal facilities;
Staff note: The applicant is responsible for acquiring any necessary water/wastewater allocations with the City Water/Sewer Department.
- B. The character of the area affected, as defined by the purposes of the zoning district within which the project is located, and specifically stated policies and standards of the municipal plan, however, an application that would result in a total of four or fewer Dwelling Units and no other Principal Uses on a lot may not be denied solely due to an undue adverse effect on the character of the area affected;
- C. Traffic on roads and highways in the vicinity;
- D. Bylaws then in effect; or

- E. Utilization of renewable energy resources.

Section 602.3 Approval Conditions

In permitting a conditional use, the Development Review Board may impose specific conditions it deems necessary to achieve the goals of the Municipal Plan, and to protect the best interests of the surrounding property, the neighborhood, or the municipality as a whole. These conditions may include the following:

- A. **Minimum Lot Size**

The Development Review Board may specify an increase in the minimum lot size requirement to allow for adequate screening or buffering, to accommodate an increase in density or intensity of use that may result from development.

- B. **Adjacent Uses**

The Development Review Board may require the applicant to arrange uses on the site to place more compatible uses closer to nearby properties with less intensive uses.

- C. **Land Use Performance Standards**

The Development Review Board may impose conditions relating to, dust, smoke, noise, odor, glare or vibration beyond those expected from permitted uses in the district in accordance with Section 519, other relevant sections of these bylaws and other applicable City ordinances.

- D. **Off-Street Parking and Loading**

The Development Review Board may require an increase in the number of required off-street parking or loading spaces to assure vehicles can be accommodated on-site.

Staff note: parking in the B1 district is not required.

- E. **Landscaping, Buffering and Screening**

The Development Review Board may require landscaping, screening or buffering on the periphery of the development to improve compatibility with abutting or nearby uses.

- F. **Design and Location of Structures**

The Development Review Board may impose requirements to assure the proposed use is compatible with adjoining or nearby development. These requirements may include, but not be limited to, requirements to increase minimum setback distances, limiting building coverage or the height of buildings.

- G. **Size, Location and Design of Signs**

The Development Review Board may limit the size, number and location of signs beyond that required in Section 516 in order to maintain the character of the district in which the proposed use is located.

H. Access and Circulation

The Development Review Board may require alterations to vehicular movement and parking areas, internal streets and drives, traffic signals and turning lanes on abutting streets. In the event that the development may be expected to cause a significant drop in the level of service, the Development Review Board may require a contribution proportionate to the share of excess traffic. Such contribution may include the installation of acceleration or deceleration lanes, turn lanes or other road or intersection improvements.

I. Construction Time Limit

The Development Review Board may specify a time limit for construction, alteration or enlargement of the proposed use. Substantial construction for the proposed use shall be initiated within one year of granting the conditional use permit.

Staff note: The Board may wish for the applicant to detail the sequence and time frame.

J. Performance and Operation

The Development Review Board may specify and restrict the hours of operation and other factors related to the performance of the proposed use.

K. Specific Limitations

The Development Review Board may not impose conditions that specifically prohibit Development allowed under Sections 409 or 501A of these Regulations.

V. Supplemental Staff Analysis and Recommendations

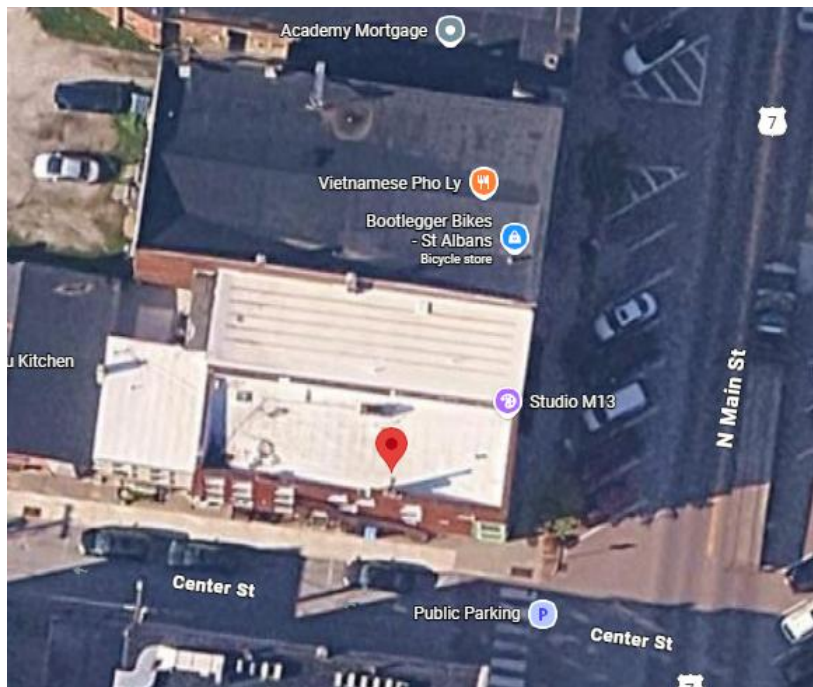
1. Staff recommend that any DRB approvals contain the following conditions:
 - A discussion of trash location and accommodation should be covered with the applicant.
 - A condition that necessary water/wastewater allocations with the City Water/Sewer Department be obtained.
 - A condition that operation of the proposed use shall comply with Section 519 Performance Standards.

VI. Other Relevant Information

Previous Zoning Actions for Subject Parcel

Staff Note: 12 permits issued over a span of years (1968-2017) for changing windows, doors, façade maintenance and painting, interior renovations, changing of exterior signage for new businesses, and changes of use. As well as 3 Certificates of Compliance issued.

Google Map Imagery



Respectfully Submitted,

A handwritten signature in black ink that reads 'Sara Bennett'.

Sara Bennett
Property Services Manager

RECEIVED

Case Number: DRB 2026-006

APR 14 2026

CITY OF ST. ALBANS Zoning Office



SAINT ALBANS *Vermont*

APPLICATION for a PUBLIC HEARING and/or DESIGN REVIEW

under the CITY OF SAINT ALBANS LAND DEVELOPMENT REGULATIONS

Applicant(s) Seventy Two North Main LLC Daytime Phone 802-782-2710
 Landowner(s) Seventy Two North main LLC Daytime Phone _____
 Mailing Address 16 So. main St, St. Albans Parcel ID # 23063072
 Parcel Address 72-74 No. main Street Zoning District _____
 Design Review Dist. _____
 Email younghongkong2016@gmail.com

Description of Proposed Activity (attach additional pages as needed)

Change to use (residence)
2nd floor was 2 units. 1 = Com. 1 = Res. } Total = 3 apt's
Changing to 2 Residential

Print Name of Owner: Seventy Two North main LLC
 Signature of Owner: [Signature] Date: 4/14/26
 Print Name of Applicant: H. Young
 Signature of Applicant: [Signature] Date: 4/14/26

Required Reviews and Fees – To be completed by Staff	
Design Advisory Board¹	Development Review Board^{2,3}
Design Review - \$15 / \$45 ⁴	(Some combined reviews are \$50 each. See below.)
Site Plan Review - \$15 / \$45 ⁴	Design Review - \$90 / \$140 ⁴
	Conditional Use Review <u>(\$90) / \$140⁴</u> <u>\$ 90</u>
	Site Plan Review - \$90 / \$140 ⁴
	Subdivision (per lot) - \$90 / \$140 ⁴ #lots
	ZA Decision Appeal - \$90 / \$140 ⁴
	Variance Request - \$100
	Abutters Notice \$7 x <u>4</u> (# abutters) (DRB ONLY) <u>\$ 28</u>
	Records Management Fee - \$12 (DAB & DRB) <u>\$ 12</u>
	City Clerk Fee (DRB ONLY)- \$15 <u>\$ 15</u>
	Amount Remitted: <u>\$ 145</u>
	Check # <u>C.C.</u> or Cash Date: <u>4/14/26</u>

Warning Posting Dates:

_____ to _____

**(PLEASE TURN OVER FOR
ADDITIONAL INFORMATION)**

¹ For any DAB review, the applicant will not be placed on the required meeting agenda until all fees are paid. Failure to pay fees on time could delay your review by at least one month.

² For any DRB review, the applicant will not be placed on a warning and will not receive the required hearing notice to post on site until all fees are paid. Keep in mind that all applications must be warned and posted AT LEAST 15 days before the hearing. Failure to pay fees on time could delay your review by at least one month.

³ When a warned hearing is combined for design review, conditional use, site plan, and/or subdivision, the first request is \$90 and each subsequent request is \$50. This does not include combining with a variance.

⁴ After the fact.