

The Town of St. Albans
PLANNING COMMISSION MINUTES
Town Hall, 579 Lake Road
March 17th 2015 at 6:00 p.m.

Minutes

Present: S. Smith (Chair), Mike Mckennerney, Bill Nihan
Staff Present: M. Hill, Planner

CALL TO ORDER-

Planning Commission Chair S. Smith called the meeting to order at 6:00 p.m., followed by the pledge of allegiance.

DISCUSSION OF ZONING BYLAWS AND SUBDIVISION REGULATIONS

The PC began a comprehensive review of the proposed Town of St. Albans Zoning Bylaws and Regulations.

The PC agreed to amend Article II: Subdivision Regulations Section 200- Applicability. Previously it read:

“1. Subdivision of any tract of land into two or more lots (including leased lots, but excluding footprint lots associated with condominium or townhouse ownership), for the purpose of development or transfer of ownership, within any continuous period of two years after the effective date of these Zoning Bylaws and Subdivision Regulations

2. Construction, extension or relocation of a road or right-of-way to serve more than two houses (including leased lots).”

It shall now read:

“1. Subdivision of any tract of land into two or more lots.

2. Construction, extension or relocation of a road or right-of-way to serve more than two houses (including leased lots).”

The PC agreed to amend Article II: Subdivision Regulations Section 203- Administrative Two Lot Subdivision. It previously read:

“2. That all structures on the lots meet setback requirements of the Zoning District(s) in which the lots are located, or have been “grandfathered” or by the un-appealed granting of a zoning permit, even in error. Newly created setback must meet requirements of the Zoning District(s).”

It shall now read:

“2. That all structures on the lots meet setback requirements of the Zoning District(s) in which the lots are located. Newly created setback must meet requirements of the Zoning District(s).”

The PC agreed to amend Article II: Subdivision Regulations Section 206- Development Review Board (DRB) Procedures For The Subdivision Of Land- A. Sketch Plan Review Subsection B. “Preliminary Drawings...” by adding sidewalks to Subsection 2 which previously read:

“2. General type, layout and dimensions of lots (including leased lots), roads to be built to existing Town ordinances and Town bylaws, utilities, drainage systems, streetlights...”

It shall now read:

“2. General type, layout and dimensions of lots (including leased lots), roads to be built to existing Town ordinances and Town bylaws, utilities, drainage systems, sidewalks, streetlights...”

The PC also agreed to remove number 3 which previously read:

“3. Provisions for sidewalks must be indicated on the Sketch Plan”

The PC agreed to remove the heading of Subsection C. “Final Drawings...” and use number 1 and 2 under Subsection C as the new number 3 under Subsection B. “Preliminary Drawings...”

It shall now read:

“B. Preliminary Drawings (with scale and north arrow and description of:

1. Key features of the site, including water courses (drainage), wetlands, significant topography (slopes, soil), open and wooded lands, and unique natural or cultural features and the manner in which such site elements are to be conserved, in what land use district(s) project is located.
2. General type, layout and dimensions of lots (including leased lots), roads to be built to existing Town ordinances and Town bylaws, utilities, drainage systems, sidewalks, streetlights, landscaping, existing and proposed restrictions on land (easement, zoning, ect.), screening to be planted or retained.
3. General site location, in relation to public roads and the nearest intersections.

4. Boundaries and areas of all contiguous land of the owner(s) of record, and of the proposed subdivision...”

The PC agreed to change the last sentence of the paragraph which previously read:

“Eight (8) Copies of the preliminary plat shall be provided to the Zoning Administrator...”

and shall now read:

“Eight (8) Copies of the sketch plan shall be provided to the Zoning Administrator...” The PC agreed to change all “preliminary plats” to “sketch plans”.

OTHER BUSINESS

ACCEPTANCE OF MINUTES

ADJOURNMENT

MOTION: M. McKennerney made a motion to adjourn the meeting at 8:50 p.m. B. Nihan seconded. All in favor, none opposed, motion carried

Respectfully submitted,
AJ Johnson, Administrative Assistant

Sam Smith, Chair

Date

Mike Mckennerney

Date

Bill Nihan

Date