

The Town of St. Albans  
PLANNING COMMISSION MINUTES  
Town Hall, 579 Lake Road  
April 22<sup>nd</sup> 2014 at 6:30 p.m.

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Minutes

**Present:** S. Smith (Chair), G. Cherrier, B. Brigham

**Staff Present:** M. Hill, Planner

**Public:** Chuck Lowe

**CALL TO ORDER-**

Planning Commission Chair S. Smith called the meeting to order at 6:30 p.m., followed by the pledge of allegiance.

**TOWN OF NORTH HERO BYLAWS UPDATE**

North Hero recently updated their bylaws and as part of statute sent them to neighboring towns. M. Hill shared it with the PC. The PC reviewed the bylaws and had a brief discussion.

**SOLAR PROJECT – NORTHWEST STATE CORRECTIONAL FACILITY**

Northwest State Correctional Facility intends to build solar panels on the northwest side of their facility. M. Hill asked the PC if they would like for someone involved with the project to come speak at an upcoming PC meeting. The PC does not feel that is necessary.

**BYLAW TIME LINE**

M. Hill provided the PC with a draft timeline of the upcoming PC meetings so they may visualize the process of wrapping up the bylaws. This draft predicts the bylaws may be finished by January of 2015 if the PC can maintain a similar pace as the draft. The PC discussed this timeline and felt it was something that could be achieved.

**DISCUSSION OF ZONING BYLAWS AND SUBDIVISION REGULATIONS**

The PC discussed Section 907- Marina- and agreed to change it to Section 906. They read sentence one and agreed to change the lot size. Previously it read:

In addition to state and federal permitting requirements, all marinas shall meet the following standards:

1. A minimum of 80,000 square feet and 150 feet of shoreline shall be required for marinas.

It shall now read:

1. A minimum of 40,000 square feet and 150 feet of shoreline shall be required for marinas.

The PC reviewed sentence 2 of the Marina section and agreed to revisit it after a discussion of districts. It currently reads:

2. All setback requirements for the district in which the marina is located shall be complied with for all marina related uses, included parking.

The PC read and removed sentence 8. It previously read:

8. Restrooms and trash receptacles sufficient to serve its clientele must be provided and maintained in a clean and orderly condition.

The PC read and removed sentence 10. It previously read:

10. Accepted methods of insuring against the discharge of wastes, gray water, fuels, bilge wastes, TBT paints and other pollutants shall be provided.

The PC read sentence 11 and agreed to remove the first section. Previously it read:

11. If adjacent to residential properties, a landscape plan shall be provided to minimize off-site visual impacts.

It shall now read:

11. A landscape plan shall be provided to minimize off-site visual impacts.

The PC reviewed sentence 12 and agreed to add the base flood elevation. Previously it read:

12. "No paved area, parking area, driveway or internal road, with the exception of boat launching ramps, may be located within 25 feet of the base flood elevation."

It shall now read:

12. “No paved area, parking area, driveway or internal road, with the exception of boat launching ramps, may be located within 25 feet of the base flood elevation (102’)”

The PC reviewed sentence 19 and agreed to remove the last section. Previously it read:

19. “Applicants shall be responsible for obtaining all applicable state and federal permits, approvals or authorizations applicable to construction, modification, enlargement, reconstruction, repair, ect. of marine facilities. DRB shall not grant approval until all permits have been received.”

It shall now read:

19. “Applicants shall be responsible for obtaining all applicable state and federal permits, approvals or authorizations applicable to construction, modification, enlargement, reconstruction, repair, ect. of marine facilities.”

**ACCEPTANCE OF MINUTES**

**MOTION: B. Brigham made a motion to accept the meeting minutes of March 11<sup>th</sup> 2014. G. Cherrier seconded. All in favor, none opposed, motion carried.**

**ADJOURNMENT**

**MOTION: B. Brigham made a motion to adjourn the meeting at 8:25 pm. G. Cherrier seconded. All in favor, none opposed, motion carried.**

Respectfully submitted,  
AJ Johnson, Administrative Assistant

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**Sam Smith, Chair**

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**Date**

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**Brent Brigham**

\_\_\_\_\_  
**Date**

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**Gary Cherrier**

\_\_\_\_\_  
**Date**