

The Town of St. Albans  
PLANNING COMMISSION MINUTES  
Town Hall, 579 Lake Road  
June 10<sup>th</sup> 2014 at 6:30 p.m.

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Minutes

**Present:** S. Smith (Chair), B. Brigham (Vice Chair), B. Nihan, M. Mckennerney  
**Staff Present:** M. Hill, Planner

**CALL TO ORDER-**

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

**H. 526 SHORELAND PROTECTION ACT**

M. Hill informed the PC of an upcoming meeting which will give a summary of the H. 526 Shoreland Protection Act. The meeting will be held June 19<sup>th</sup>, 2014 at the Swanton Municipal Complex at 6:30 p.m. Participants will be allowed to ask questions. The NRPC is hosting this meeting but there will be representatives from the State as well.

**DISCUSSION OF ZONING BYLAWS AND SUBDIVISION REGULATIONS**

The PC addressed the bylaw formatting and M. Hill was granted permission to renumber the bylaws when the rewrite is complete. They agreed a 123 format would be most convenient.

M. Hill mentioned Swanton was updating their bylaws and would be holding a public meeting June 25<sup>th</sup>, 2014 to inform the public of changes. All are welcomed to attend.

M. Hill also shared St. Albans City would be holding a public meeting June 16<sup>th</sup>, 2014 to discuss their bylaw changes. All public is invited to attend.

The PC reviewed Section 913-Signs-and asked that "in floor area" be added to the measurements of Total Maximum Sign Area.

The PC reviewed the chart titled "Maximum Sign Area by Zoning District" and agreed to remove from "Notes: (1)" the following:

"Sign area allocation cannot be transferred from one side of the structure to another. Wall signage cannot exceed total maximum sign area."

Previously it read:

"Sign area allocation applies to each side of a structure. Sign area allocation cannot be transferred from one side of a structure to another. Wall signage cannot exceed total maximum sign area."

It shall now read:

"Sign area allocation applies to the side of a structure where the sign will be located"

The PC reviewed the chart titled "Maximum Sign Area by Zoning District" and agreed to remove from "Notes: (2)" the following:

"Wall signage cannot exceed total maximum sign area."

Previously it read:

"Sign area allocation is based on the total surface area of the awning. Wall signage cannot exceed total maximum sign area."

It shall now read:

"Sign area allocation is based on the total surface area of the awning."

The PC reviewed the chart titled "Maximum Sign Area by Zoning District" and agreed to remove from "Notes: (3)" the following:

"Sign area allocation cannot be transferred from one side of a structure to another."

Previously it read:

"Sign area allocation applies to windows on each side of a structure. Sign area allocation cannot be transferred from one side of a structure to another."

It shall now read:

"Sign area allocation applies to windows on the side of a structure"

The PC reviewed the chart titled “Maximum Sign Height by Zoning District” and agreed to remove the last sentence which reads “ A taller free-standing sign may be approved by the DRB as a Conditional Use provided it does not exceed twenty (20) feet in height.”

The PC agreed to add a new section titled 604- Violations and Enforcement. It shall read:

A. Pursuant to Ch. 117 Section 4470(b), the Town shall enforce all provisions of the Zoning Bylaws and Subdivision Regulations, decisions of the ZA, and decisions of its appropriate municipal panels.

B. Violations of these Regulations will be prosecuted in accordance with 24 V.S.A. Section 4451. Any person who violates these Regulations may be fined not more than \$100 for each offense, unless a higher fine is provided under Ch. 117, in which case the highest possible fine may be imposed. Each day that a violation is continued will constitute a separate offense. No action may be brought under this section unless the alleged offender has had at least seven days’ notice by certified mail that a violation exists and has failed to satisfactorily respond to or correct the alleged violation.

C. If any structure or land is or is proposed to be subdivided, constructed, reconstructed, altered, converted, maintained, or used in violation of these Regulations, the Selectboard may institute in the name of the Town any appropriate action, injunction or other proceeding to prevent, restrain, correct, or abate such construction or use, or to prevent, in or about such premises, any act, conduct, business, or use constituting a violation in accordance with 24 V.S.A. Section 4452.

D. The commencement or continuation of land development to which these Regulations are applicable which is not in conformance with these Regulations, will constitute a violation of these Regulations.

**ACCEPTANCE OF MINUTES**

**MOTION: B. Brigham made a motion to accept the meeting minutes of May 27<sup>th</sup>, 2014. M. Mckennerney seconded. All in favor, none opposed, motion carried.**

**ADJOURNMENT**

**MOTION: B. Nihan made a motion to adjourn the meeting at 8:40 p.m. M. Mckennerney 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**

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**Date**

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**Mike Mckennerney**

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**Date**

\_\_\_\_\_  
**Bill Nihan**

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