

**Town of St. Albans  
Development Review Board Meeting Minutes  
Thursday, October 22<sup>nd</sup>, 2015  
6:30 p.m.**

On Thursday, October 22<sup>nd</sup>, 2015 at 6:30 p.m., the Town of St. Albans Development Review Board met at Town Hall for hearings.

**Present:** Chair, Brent Brigham, Vice Chair, Jeff Jewett, Clerk, Bruce Thompson, Mike McKennerney, Arthur Omartian, Karen Drennen and Zoning Administrator, Becky Perron

**Absent:** Tom Stanhope

Chair, B. Brigham called the Development Review Board meeting to order at 6:30 p.m.

**New Business:**

**Application of Charbonneau Family Trust requesting Site Plan Amendment and Conditional Use Approval in accordance with Section 303, 305(3) and 315(6) of the St. Albans Town Zoning Bylaws and Subdivision Regulations. The property is located at 27 Fisher Pond Road in the Mixed Commercial/Residential District within a Designated Growth Center and owned by the Applicant.**

This application was represented by Michael Dugan who was sworn in by acting Clerk and Vice Chair, J. Jewett.

M. Dugan explained the Charbonneau family had done some striping on their existing paved parking lot and was looking to do additional striping with the approval of the Board. Eight spots will be removed from around the building to maintain a fire lane and a proposed nine spaces will be added from the reconfiguration and restriping of the lot. Additionally, two loading and unloading areas will be designated and striped. The addition of the loading and unloading areas will not create a hardship for the Fire Department; Fire Chief Bob Cross had been to the site and was comfortable with what was being proposed.

The second request from the Charbonneau family was to have Conditional Use Approval to have an Educational Use. About 1,000 square feet will be leased to Bellows Free Academy's Northwest Technical Center. The proposed reconfiguration and restriping of the parking lot will provide more than enough spaces for the students utilizing the proposed space.

B. Brigham studied the parking plan and wondered why the Charbonneau's didn't remove two more parking spaces from the back of the building. M. Dugan stated the Charbonneau's didn't feel it was necessary but if it was the Board's desire the spots would be removed. He reiterated the Fire Chief was comfortable with the proposed plan.

J. Jewett asked if there would be enough room to park even delivery days and Wednesdays (when the D.M.V. was there). M. Dugan explained the current and proposed uses require a minimum of 76 spaces and the Charbonneau's were proposing 84 spaces.

J. Jewett asked how many students would be occupying the proposed leased space at once. M. Dugan was unsure.

**Deliberative Session**

**MOTION: K. Drennen made a motion to enter deliberative session at 6:50 p.m. J. Jewett seconded. All in favor, none opposed, motion carried.**

Application of Charbonneau Family Trust requesting Site Plan Amendment and Conditional Use Approval

**MOTION: B. Brigham made a motion to approve the Application of Charbonneau Family Trust requesting Site Plan Amendment and Conditional Use Approval in accordance with Section 303, 305(3) and 315(6) of the St. Albans Town Zoning Bylaws and Subdivision Regulations. The property is located at 27 Fisher Pond Road in the Mixed Commercial/Residential District within a Designated Growth Center and owned by the Applicant with the following conditions: 1) to provide an updated plan which will show the upper and lower loading and unloading areas, 2) the loading and unloading areas shall be striped and lettered and 3) to accept the proposed findings of fact and conclusions of law listed in the Zoning Administrator's staff report dated October 12<sup>th</sup>, 2015. J. Jewett seconded the motion. All in favor, none opposed, motion carried.**

**Minutes**

**MOTION: J. Jewett made a motion to accept the minutes from the DRB meetings dated October 8th, 2015. K. Drennen seconded. All in favor, none opposed, motion carried.**

**Adjournment**

**MOTION: K. Drennen made a motion to adjourn the DRB meeting at 7:20 p.m. M. McKennerney seconded. All in favor, none opposed, motion carried.**

**Respectfully Submitted,  
AJ Johnson, Administrative Assistant**

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Brent Brigham, Chair

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Jeff Jewett, Vice Chair

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Bruce Thompson, Clerk

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Arthur Omartian

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Karen Drennen

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Mike McKennerney