

SUBJECT TO PLANNING COMMISSION APPROVAL

Town of St. Albans
579 Lake Road
St. Albans, VT. 05478

**The Town of St. Albans
PLANNING COMMISSION MINUTES
Town Hall, 579 Lake Road
August 9th, 2016 at 6:00 p.m.**

Minutes

Present: S. Smith (Chair), B. Brigham (Vice Chair), G. Henderson (Clerk), B. Deso

Staff Present: Becky Perron, Zoning Administrator, AJ Johnson

Public Present: Elaine Ezerins, St. Albans Messenger

CALL TO ORDER

S. Smith called the meeting to order at 6:15 p.m.

OTHER BUSINESS

Zoning Administrator, B. Perron presented the Planning Commission with several documents for review.

The PC reviewed a brochure on the upcoming Town Fair. B. Perron asked the PC to let her know as soon as possible if they are interested in attending.

The PC reviewed mail from the Northeast Organic Farming Association.

The PC reviewed a warning from the City of St. Albans that a meeting will be held August 15th to discuss proposed land use changes.

The PC reviewed an ACT 250 application for the St. Albans Mini Storage located in Franklin Park West.

The PC reviewed a copy of the Rewes Drive Solar application.

S. Smith discussed hiring a Director of Administration. He stated the full time position would be filled by October.

BYLAW REVISION RECOMMENDATIONS

The PC reviewed all changes made by B. Perron to the Bylaws.

The PC discussed Frontage Requirements in the Lakeshore District and agreed to add a 100' frontage requirement (lake or road).

The PC agreed to remove Social Services as a use in the Lakeshore District. They agreed to add Social Services as a use in the mixed Commercial/ Residential District and Commercial District as a Conditional Use in the Growth Centers only.

The PC agreed to add a new exception to Section 500 "Development Not Requiring A Zoning Permit (Outside of the Flood Hazard Overlay)" It shall read-
"Retrofit fire escape balconies of up to 48 inches on floors higher than two for fire/safety egress if constructed completely within the lot boundaries as per State Fire Codes for structures containing two or more dwellings."

The PC agreed to add an expiration of approval under Section 802- Conditional Use Approval. The expiration of approval shall read-
"If a site has not been developed as per a DRB approved Site Plan within 8 years, the Conditional Use shall expire in conjunction with the Site Plan expiration (including extensions of the site plan approval). (See also Section 803 – Site Plan Review Expiration of Approval)"

The PC agreed to add language to Section 803 Site Plan Review (letter f) to specify that cost estimates shall be broken down per type of improvement. It shall now read-
"Cost estimate of all site improvements broken down by type of improvement (i.e., landscaping, utilities, roads,)." "

The PC agreed to reword the monument sign definition. It shall now read-
"A free standing sign attached to the ground along its entire length to a continuous pedestal."

SUBJECT TO PLANNING COMMISSION APPROVAL

The PC discussed signage and agreed Non-Residential PUD's within the Growth Center are allowed a free standing sign of up to 100 square feet in area at one entrance to the PUD or one free standing sign of up to 50 square feet in area at two entrances to the PUD with the provision that all businesses within the PUD must waive the individual free standing signage.

The PC agreed to redefine "Banks" which previously was defined as "Free standing structures providing banking facilities which may include bank tellers, drive-in lanes and ATMs" And shall now read- "An establishment authorized by a government to accept deposits, pay interest, clear checks, make loans, act as an intermediary in financial transactions, and provide other financial services to its customers."

The PC agreed to add a definition for "Camping Vehicle" which shall now read- "A travel trailer, tent trailer, motor home, camper trailer, truck camper or any other device or conveyance so constructed as to permit ready transport on public highways, and designed as temporary living/sleeping quarters. A camping vehicle is in no way included under the Mobile Home definition."

The PC agreed to change the signage requirements to specify Wall signs, Awning signs, Window signs, Projecting signs, Bracket signs, and Sandwich Board signs shall 2% in the Rural, Residential, mixed Residential/Commercial, Industrial and St. Albans Bay overlay Districts, 5% in the Commercial Districts, or up to 50 square feet, whichever is greater.

The percentage for signs shall be calculated by the square footage of the width of the owned or leased area multiplied by the height of the owned or leased area multiplied by the percentage allowed.

Monument signs shall be no greater than 50 square feet in the Rural, Residential, and St. Albans Bay Overlay Districts, no greater than 80 square feet in the Residential/Commercial District, and no greater than 100 square feet in the Commercial and Industrial Districts.

The PC was satisfied with the changes made and agreed to have Zoning Administrator, B. Perron warn a public meeting as soon as possible to adopt the proposed changes to the Unified Development Byalws.

The PC agreed to meet again August 23rd.

MINUTES

MOTION: G. Henderson made a motion to sign the minutes of the meeting dated July 19th, 2016. B. Deso seconded. All in favor, none opposed, motion carried.

ADJOURNMENT

MOTION: G. Henderson made a motion to adjourn the meeting at 8:30 p.m. B. Deso seconded. All in favor, none opposed, motion carried.

Respectfully submitted,
AJ Johnson, Administrative Assistant

Sam Smith, Chair

Date

Brent Brigham, Vice Chair

Date

Grant Henderson, Clerk

Date

Brendan Deso

Date