

**Town of St. Albans
Development Review Board Meeting Minutes
Thursday, February 25th, 2016
6:30 p.m.**

On Thursday, February 25th, 2016 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, Karen Drennen, Mike McKennerney, Arthur Omartian, and Zoning Administrator, Becky Perron

Absent: Clerk, Bruce Thompson, Tom Stanhope

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

New Business:

Application of Timothy & Kelly Hurlbut requesting Site Plan Approval of a 60' wide private ROW to provide frontage for a two lot subdivision in accordance with Sections 303 and 315 (3&4) of the 2009 St. Albans Town Zoning Bylaws and Subdivision Regulations and Sections 401, 402 and 803 of the 2015 proposed Unified Development Bylaws. The property is located at 3 Hillcrest Heights in the Conservation and Rural Districts in both the 2009 and proposed 2015 bylaws and owned by the Applicants.

Timothy Hurlbut, applicant, represented this application. There were no interested parties. The acting Clerk, J. Jewett swore in the applicant.

The applicant is proposing to extend an existing fifty foot wide right of way (ROW) on Hillcrest Heights down far enough to create the frontage to be able to request an administrative two lot subdivision. The proposed two lot subdivision would theoretically be used to build a retirement home for T. Hurlbut; He would then sell the other lot and home.

B. Brigham asked for confirmation the existing road to T. Hurlbut's house is a fifty foot ROW T. Hurlbut explained when the road was developed a fifty foot ROW was all that was necessary but the road that becomes his driveway has a sixty foot easement.

B. Brigham asked if he would turn the entire road that leads to Bellevue Carriage into sixty feet. T. Hurlbut stated he would not. B. Perron explained that it was previously approved as a fifty foot ROW and would not be required to be changed.

B. Brigham asked if the septic mound would be on the new lot. He wondered why the map showed another proposed easement for a second wastewater system. T. Hurlbut explained that the proposed replacement area was for his current 24 acre lot.

B. Brigham asked if the mound for the new lot would be adjacent to the current mound. T. Hurlbut confirmed once the ANR permit was received an easement for a mound to benefit Lot 4 would be right next to the existing mound.

J. Jewett wondered what the elevation of the road to be extended was. T. Hurlbut could not give an exact answer but knew the grade of the road would not be over ten percent.

The board had no further questions.

Application of Northwestern Medical Center requesting Site Plan Approval in accordance with Sections 303, 315(7), 417 of the 2009 St. Albans Town Zoning Bylaws and Subdivision Regulations and Sections 404, 410, 803, 804 of the 2015 proposed Unified Development Bylaws. The property is located at 133 Fairfield Street in the Commercial/Residential District within a Designated Growth Center in both the 2009 and proposed 2015 bylaws and is owned by the Applicant.

The application was represented by Dereck Woolridge of Cross Consulting Engineers and Tyson Moulton of Northwestern Medical Center. There were no interested parties. Acting Clerk, J. Jewett swore in the applicants.

D. Woolridge explained NWMC is proposing a major expansion project which has been planned for about three years.

The first phase is proposed to be an addition to the Intensive Care Unit (ICU). Currently it is a lot of shared space; patients often have to share a room with other patients. The new standard in health care is to

give patients their own spaces for privacy, infection control and visitors. Presently the ICU has 38 beds most of which are “semi-private” (shared). After the ICU addition is complete there will be 34 private rooms. The hospital is permitted for 70 beds. All work in Phase I is in the City of St. Albans.

The second phase includes a 42,000 square foot medical office building and reconfiguration of the parking area and loading dock; not many spaces will be added because the Crest Road relocation project added a sufficient amount of parking for the entire renovation. The two buildings will be connected by a long corridor. The main entrance will stay the same.

The project needed to be applied for with the GMC Care Board as two separate projects which is why the projects are labeled as Phase I and II. In reality, Phase II will probably lag only two months behind Phase I.

A. Omartian asked if the applicants had been before the City of St. Albans Board. The applicants confirmed they had.

Crest Road will be shifted to get around the proposed ICU wing. That will absorb most of the employee parking so new parking was created within the City but there is another employee parking area south of NCSS.

The new parking standards for a medical office require two spaces per thousand square feet. These numbers would require the hospital to have about 300 spaces. After the renovations they will have around 945 spaces, 837 of which will be in the Town.

A. Omartian asked what the average amount of doctors in a medical office building was. T. Moulson was not sure about an average but stated the first floor of the proposed medical office building would have 39 exam rooms and most physicians would work out of three rooms per day; the orthopedic area would have three or four physicians and primary care would have about five working per day.

K. Drennen asked about sidewalks. D. Woolridge stated when Crest Road was moved a sidewalk was put in the entire length of the road. Various other sidewalks were added as well. In this proposed plan when Crest Road is shifted, a sidewalk will be added on the northern edge of the property, loop around and tie into the Cobblestone building. T. Moulson added there are existing sidewalks from NCSS to the Doctor Office Commons and a connection to Fairfield Street.

J. Jewett asked who would utilize the new parking. D. Woolridge stated the new parking area would be used mostly by employees. T. Moulson stated the hospital’s intent was for patients and visitors to get the closest parking spaces. J. Jewett wondered what the net gain or loss of parking would be at the end of the project. D. Woolridge stated the gain would only be twelve or so spaces but reminded the board that about one hundred spots were gained in the Crest Road relocation project.

D. Woolridge explained a Stormwater permit had been obtained through the State. The basin was expanded during the Crest Road relocation and is now capable of keeping 5,800 pounds of sediment out of Steven’s Brook; the stormwater pond can treat all of the water on the site. J. Jewett asked how much additional impervious surface was being added. D. Woolridge answered that just under two acres of impervious surface was added bringing the total acres of impervious surface for the site to just under 17 acres.

B. Perron inquired if NCSS leases the building from the hospital. T. Moulson explained that NCSS owns their building and leases the land; just like Doctor’s Office Commons which owns all but two of the suites in the building.

J. Jewett asked when the hospital was looking to break ground. T. Moulson stated they were hopeful for an April or May start and to have all work completed around October of 2017.

B. Perron asked if the applicants were looking for the project to be approved as two phases or if they wanted the entire project to be approved and construction to commence on either phase at any time. The applicants confirmed they wanted approval of the entire project.

K. Drennen questioned if there would be adequate lighting and if it would match the lighting currently on site. The applicants confirmed the new lighting would be uniform with the lighting used on the Crest Road project and additionally they would be replacing older lights on the site with the new, matching, energy efficient lighting being used.

The applicants determined a total of \$220,000 would be spent on landscaping. K. Drennen asked for a breakdown of the provided estimate. D. Woolridge stated trees would be planted along Crest Road and along the front of the campus. Grass would be planted on the disrupted soil. The shrubs on the City side of the campus would be filled in to eliminate gaps.

B. Perron asked if the total estimate of construction was for work done in the City and the Town or if the estimate provided with this application was only for the Town portion of the project. D. Woolridge stated the estimate provided was an inclusive estimate for the entire project. B. Perron shared concerns that a letter of credit amount may be difficult to obtain without a breakdown of which municipality the work was being done in.

J. Jewett asked if a decision had been received from the City Board. D. Woolridge confirmed it had.

K. Drennen stated there was a big push for health in the community and wondered if any bike racks are being installed. T. Moulson agreed more people are biking to work and stated there is a bike rack at the current employee entrance with plans for another one to be installed next to the emergency room entrance.

B. Brigham wondered if the hospital had a public campus. T. Moulson was unsure if the campus was considered private or public but stated the building was public.

J. Jewett asked if the Fire Department provided a letter with any conditions or concerns. B. Perron confirmed a letter was provided and the Town Fire Department had no concerns. The applicant stated that the City Fire Department also had no concerns.

Deliberative Session

MOTION: K. Drennen made a motion to enter deliberative session at 7:30 p.m. M. McKennerney seconded. All in favor, none opposed, motion carried.

Application of Timothy & Kelly Hurlbut requesting Site Plan Approval

MOTION: K. Drennen made a motion to approve the Application of Timothy & Kelly Hurlbut requesting Site Plan Approval of a 60' wide private ROW to provide frontage for a two lot subdivision in accordance with Sections 303 and 315 (3&4) of the 2009 St. Albans Town Zoning Bylaws and Subdivision Regulations and Sections 401, 402 and 803 of the 2015 proposed Unified Development Bylaws. The property is located at 3 Hillcrest Heights in the Conservation and Rural Districts in both the 2009 and proposed 2015 bylaws and owned by the Applicants with the following conditions: to accept the proposed findings of fact and conclusions of law listed in the Zoning Administrator's staff report dated February 16th, 2016. M. McKennerney seconded the motion. All in favor, none opposed, motion carried.

Application of Northwestern Medical Center requesting Site Plan Approval

MOTION: K. Drennen made a motion to continue the Application of Northwestern Medical Center to the DRB meeting of March 24th, 2016 to provide the following information 1.) a sidewalk plan from the existing sidewalk at NCSS to Route 104 and including the NWMC entire property frontage along Route 104, 2.) a breakdown of cost within the Town only and including the cost of new sidewalks, 3.) to provide accurate Zoning data within the Town only, and 4.) to provide data that the Stormwater detention pond is adequate for the two and ten year storm events and that it will meet all required State standards. 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 meeting dated February 11th, 2016. A. Omartian seconded. All in favor, none opposed, motion carried.

Adjournment

MOTION: K. Drennen made a motion to adjourn the DRB meeting at 8:50 p.m. J. Jewett seconded. All in favor, none opposed, motion carried.

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

Brent Brigham, Chair

Jeff Jewett, Vice Chair

Karen Drennen

Arthur Omartian

Mike McKennerney

