

**Town of St. Albans  
Development Review Board Meeting Minutes  
Thursday, March 24<sup>th</sup>, 2016  
6:30 p.m.**

On Thursday, March 24<sup>th</sup>, 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, Clerk, Bruce Thompson, Tom Stanhope, Karen Drennen, Mike McKennerney, Arthur Omartian, and Zoning Administrator, Becky Perron

**Absent:**

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

**Continued Business:**

**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. Clerk, B. Thompson swore in the applicants.

At the last meeting on February 25<sup>th</sup>, 2016 the DRB continued the application to the March 24, 2016 hearing requesting further information from the Applicant.. The Applicant has returned to the Board with the requested information.

D. Woolridge shared revised plans with the DRB. The plans include a table showing zoning data for the Town of St. Albans portion of this project exclusive of the City portion of this project as this property is split by municipal lines. D. Woolridge also provided a parking summary table. Information from these tables can be found on Exhibit 12 of the application. A breakdown of costs for improvements within the Town portion of this project was provided by D. Woolridge in an email to the ZA and distributed at the hearing to the DRB members which totaled \$12,615,000.

D. Woolridge also provided a revised "C8" plan which shows NCSS with the proposed expanded parking lot, and detailed plans of the proposed sidewalks. The proposed sidewalk will meet the shoulder of Fisher Pond Road and a pedestrian crossing will be painted and then continue and connect to an existing sidewalk on the other side of Fisher Pond Road. The pedestrian crossing at Fisher Pond Road will require a VTrans permit which the Town will need to be a co-applicant alongside NMC as the crossing would be within a State right-of-way. The culvert under the NCSS access road will be extended and an existing mailbox will be relocated. NMC is proposing to end the sidewalk at an existing access driveway south of their Fisher Pond Road access to allow a place for pedestrians to turn around and to avoid the hedges. There is also a steep grade along the edge of the property at this point which NMC would have to fill to maintain handicap accessibility standards. NMC would be willing to take on the project once there was a sidewalk to connect to.

B. Brigham asked for a verbal commitment that NMC would be willing to extend their proposed sidewalks to the property lines if the connection became available. T. Moulton stated NMC would be concerned about the cost but would seek grant opportunities down the road if that's what the board's request was.

B. Brigham stated that the Town does not have a sidewalk standard. He wondered if the necessary width for a sidewalk to be handicap accessible was five feet. D. Wooldridge stated the width needed was four feet. B. Brigham asked if the proposed sidewalks would match other walkways on the grounds. T. Moulton stated the walkways vary; some are wider. NMC was concerned about obtaining their stormwater permits and wanted to minimize their footprint.

B. Brigham asked if VTrans indicated the speed limit would be lowered to accommodate pedestrians crossing at the proposed crosswalk on Fisher Pond Road. D. Woolridge did not think they would lower the speed limit unless there was a problem and there would need to be many studies done to lower the speed limit.

J. Jewett wondered if the crosswalk would have a sign only or if it would be one of the newer signs with flashing lights. D. Woolridge confirmed the crosswalk would be identified by a sign only.

B. Brigham asked if the stormwater pond would meet the new MS4 requirements. D. Woolridge stated MS4 requires you to meet the 2002 standards. If they receive their permit today, they would need to meet those standards, not possible future standards.

B. Brigham inquired what the new standards would require. D. Woolridge stated there were several changes, including replacing any disturbed grass area with eight inches of topsoil.

B. Thompson was not in attendance at the last DRB meeting and wondered what the proposed timeline of the project would be. T. Moulton estimated 18 months of construction. He stated that most of the infrastructure work was done with the Crest Road re-location, including moving utilities underground and expanding the stormwater pond.

### **Deliberative Session**

**MOTION: T. Stanhope made a motion to enter deliberative session at 7:10 p.m. J. Jewett seconded. All in favor, none opposed, motion carried.**

Application of Northwestern Medical Center requesting Site Plan Approval

**MOTION: M. McKennerney made a motion to approve the 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 with the following conditions: 1) All previous conditions of approval remain in effect unless otherwise changed by this decision, 2) when abutting properties on the northern or southern boundaries provide sidewalks to connect to, Northwestern Medical Center will provide connectivity by extending their sidewalks, 3) to accept the proposed findings of fact and conclusions of law listed in the Zoning Administrator's amended staff report dated 3/4/16, 4) the DRB requires all projects to be certified by a licensed engineer that they are built as per the approved plan, 5) a letter of credit will be provided in favor of the Town of St. Albans in the amount of \$75,000 which may be reduced to 10% after completing all Town requirements and being certified to by a registered engineer. 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 25<sup>th</sup>, 2016. K. Drennen seconded. All in favor, none opposed, motion carried.**

### **Adjournment**

**MOTION: T. Stanhope made a motion to adjourn the DRB meeting at 8:05 p.m. K. Drennen 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

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Arthur Omartian

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Mike McKennerney

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Karen Drennen

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Tom Stanhope