

**Town of St. Albans
Development Review Board Meeting Minutes
Thursday, August 11th, 2016
6:30 p.m.**

On Thursday, August 11th, 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, Arthur Omartian, Mike McKennerney, Tom Stanhope and Zoning Administrator, Becky Perron

Absent: Clerk, Bruce Thompson

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

Continued Business:

Application of Pineview Investments, LLC requesting Sketch and Final Plat of a 7 lot subdivision within a PUD, Site Plan Amendment, and Waivers in accordance with Sections 206, 207, 208, 209, 403, 803 and 804 of the St. Albans Town Unified Development Bylaws. The property is located on Marie Lane in the Residential District and owned by the Applicant.

Chair, B. Brigham announced that Pineview Investments, LLC had requested a continuation.

New Business:

Application of Anna Hartwell requesting a side yard variance to construct a covered stairway for an accessory dwelling unit in accordance with Sections 403, 804 and 805 of the St. Albans Town Unified Development Bylaws. The property is located at 21 Allaire Drive in the Residential District within an existing PUD and owned by the Applicant.

A. Hartwell represented the application. She was sworn in by Vice Chair, J. Jewett.

A. Hartwell announced her intention to build a 26x26 addition above her existing garage to allow for an accessory dwelling unit for her aging parents. A. Hartwell is proposing a 4 foot wide staircase on the west side of the existing garage attached to a landing, which will then turn to the back of the garage with a walkway to the entrance of the proposed addition. The applicant is requesting a side yard variance due to the proposed staircase inflicting on the side yard setback.

A. Hartwell stated she had considered making the entrance from the back of the garage but it wasn't conceivable due to an existing deck. The front would not have good access either.

"You're going to make your parents go up the stairs?" K. Drennen questioned. A. Hartwell stated that was her intention but in the future if her parents had difficulties with the stairs a lift system could be installed. The addition will be sided with the same light green siding that is on the garage currently.

A. Omartian inquired if the stairway would be open on the sides or enclosed for safety. A. Hartwell stated the staircase would be enclosed to reduce wind and prevent ice in the winter. A. Omartian asked if the proposed 4 foot measurement of the staircase was the outside dimension. A. Hartwell confirmed, stating the stairs would be about 32 inches. She also added only one flight of stairs would be encroaching on the side yard setback. Two neighbors had given written approval for the proposed addition and stairs and one neighbor, who was present at the hearing for another agenda item, verbally gave her approval to the DRB.

K. Drennen asked if there was a Homeowners Association. A. Hartwell confirmed. K. Drennen asked if there were any restrictions concerning building. A. Hartwell stated there were none; it was a residential Homeowners Association.

B. Brigham inquired to B. Perron what the approved setbacks are in the Residential District. B. Perron stated the setbacks approved with the development are 20 feet on the front and 15 feet on the side. The existing garage is 15 feet from the side boundary.

J. Jewett asked what the 18x20 structure in the back of the garage is. A. Hartwell stated there is a deck there.

K. Drennen asked if the Hartwell's would build the addition themselves or if they would hire a contractor. A. Hartwell confirmed a contractor would be hired, but they would probably do the interior finishes themselves.

J. Jewett asked if there were any other means for the stairs that would not encroach on the side yard setback. A. Hartwell answered they had considered doing interior stairway in the garage but it would take 3 feet of living space from the upstairs apartment.

Originally, A. Hartwell was also requesting to bump out the front of the garage by 2 feet which would trigger the need for a front yard setback variance as well but has since decided against it, stating she would do one or the other, but not both.

B. Perron asked if the proposed 2nd story addition would also have a two foot overhang like the existing garage. A. Hartwell confirmed.

B. Brigham asked if A. Hartwell could provide copies of the letters of consent from the neighbors.

Application of Dankar Properties II, LLC requesting Site Plan Amendment in accordance with Sections 405, 410 and 803 of the St. Albans Town Unified Development Bylaws and Subdivision Regulations. The property is located at 699 Highgate Road in the Commercial District within a Designated Growth Center and owned by the Applicants.

Jesse Danner of Ruggiano Engineering represented the application on behalf of Dan Handy. He was sworn in by J. Jewett.

J. Danner explained that Handy's is proposing an addition onto an existing storage building at the Chevy Dealership. He presented the Board with a blown-up version of the plan.

The current storage building is 20x20. The proposed addition will make the building 25x40. The expansion will not be within the setbacks and will provide the dealership with more storage. The applicant is also proposing to relocate an existing dumpster pad to the west side of the of the storage building.

K. Drennen asked if the path to the proposed dumpster area would be paved. J. Danner confirmed the paved area would end in front of the dumpster so it could be easily serviced.

B. Brigham asked if a concrete pad would be poured for the dumpster. J. Danner confirmed.

J. Jewett asked if there was an existing retaining wall in the proposed storage area. J. Danner was not aware of one.

T. Stanhope asked if there would be any changes to the lighting. J. Danner explained an existing storage building on site had lighting on the side and he assumed the proposed building would match the existing one.

Deliberative Session

MOTION: K. Drennen made a motion to enter deliberative session at 7:00 p.m. J. Jewett seconded. All in favor, none opposed, motion carried.

Application of Anna Hartwell requesting a side yard variance

MOTION: M. McKennerney made a motion to approve the Application of Anna Hartwell requesting a side yard variance to construct a covered stairway for an accessory dwelling unit in accordance with Sections 403, 804 and 805 of the St. Albans Town Unified Development Bylaws. The property is located at 21 Allaire Drive in the Residential District within an existing PUD and owned by the Applicant. T. Stanhope seconded the motion. None in favor, all opposed, motion failed.

MOTION: M. McKennerney made a motion to accept the amended findings of fact and conclusions of law listed in the Zoning Administrator's staff report dated August 4th, 2016 as amended. The staff report is amended to include two conclusions of law which will read "4. There are other options available to access the proposed 2nd floor apartment that meet the bylaws. 5. The board feels the applicant does not meet criteria A, B, and C." T. Stanhope seconded the motion. All in favor, none opposed, motion carried.

Application of Dankar Properties II, LLC requesting Site Plan Amendment

MOTION: J. Jewett made a motion to approve the Application of Dankar Properties II, LLC requesting Site Plan Amendment in accordance with Sections 405, 410 and 803 of the St. Albans Town Unified Development Bylaws and Subdivision Regulations. The property is located at 699 Highgate Road in the Commercial District within a Designated Growth Center and owned by the Applicants with the following conditions: 1) all previous conditions are still in effect unless otherwise amended by this decision and 2) to accept the amended findings of fact and conclusions of law listed in the Zoning Administrator's staff report dated August 4th, 2016. M. McKennerney seconded the motion. All in favor, none opposed, motion carried.

Application of Pineview Investments, LLC requesting Sketch and Final Plat of a 7 lot subdivision within a PUD, Site Plan Amendment, and Waivers

MOTION: K. Drennen made a motion to continue the Application of Pineview Investments, LLC requesting Sketch and Final Plat of a 7 lot subdivision within a PUD, Site Plan Amendment, and Waivers to the Development Review Board hearing of September 8th 2016 and request the following: the agenda for the September 8th hearing shall be forwarded to the individual owners of Lot 14 and the Homeowners Association who shall acknowledge their receipt of the agenda with a signature or a certified mailing receipt. J. Jewett seconded the motion. All in favor, none opposed, motion carried.

Minutes

MOTION: M. McKennerney made a motion to accept the minutes from the DRB meeting dated July 14th, 2016. K. Drennen seconded. All in favor, none opposed, motion carried.

Adjournment

MOTION: K. Drennen made a motion to adjourn the DRB meeting at 7:56 p.m. A. Omartian seconded. All in favor, none opposed, motion carried.

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

Brent Brigham, Chair

Jeff Jewett, Vice Chair

Tom Stanhope

Karen Drennen

Mike McKennerney

Arthur Omartian