

SUBJECT TO DRB APPROVAL

Town of St. Albans
Development Review Board Meeting Minutes
Thursday, September 22nd, 2016
6:30 p.m.

On Thursday, September 22nd, 2016 at 6:30 p.m., the Town of St. Albans Development Review Board met at Town Hall for hearings.

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

Absent: Vice Chair, Jeff Jewett, Tom Stanhope

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

New Business:

Application of Eric Patno and Lindsey Larivee requesting Site Plan approval and PUD buffer waivers in accordance with Section 402, 803 and 804 of the St. Albans Town Unified Development Bylaws. The property is located at 4579 Lower Newton Road in the Rural District and owned by the Applicants.

The applicant, E. Patno was sworn in by the Clerk.

E. Patno explained that he and L. Larivee had purchased the 10.1 acre parcel located at 4579 Lower Newton Road. There is an existing 36'x32' barn that the applicants are proposing to turn into a duplex. One unit will be occupied by L. Larivee's brother who requires medical assistance and the second apartment will be occupied by E. Patno's father. The upstairs unit will have a ten by six deck for egress.

B. Brigham confirmed there would be two units. The applicant agreed and stated the upstairs unit would be a two bedroom unit and the downstairs unit would be a one bedroom unit.

B. Brigham asked if the duplex would be served by existing septic. E. Patno explained his single family home utilizes municipal water and an on-site septic. The duplex is proposed to also utilize municipal water and have an on-site septic. E. Patno stated the proposed septic system is designed to have a separate leach field but will tie into his existing septic to prevent complications should his septic ever fail.

K. Drennen asked if the applicants had received their water allocations from the City. E. Patno confirmed.

B. Thompson inquired if the necessary setbacks would be met. B. Perron explained the applicant would need two PUD buffer waivers; one would be required on the north side of the property for the existing garage and one would be required on the east side of the property for the existing single family home.

B. Brigham asked if the State wastewater permit had been obtained. E. Patno explained the application had been submitted and he had not received the permit yet. B. Perron stated her office had received the permit.

Application of Cary & Margaret Young and Huntington Estates Town House Association, Inc. requesting Site Plan Amendment in accordance with Sections 403, 803 and 804 of the St. Albans Town Unified Development Bylaws. The property is located at 20 Cardinal Circle and Common Lands of Cardinal Circle in the Residential District and owned by the Huntington Estates Town House Association, Inc.

The application was represented by Cary Young who was sworn in by the Clerk.

C. Young explained that he had constructed a patio not knowing he needed a permit. The patio was approved by the Association in 2002. The patio was constructed over an area of crushed stone, which the applicant stated was tracked into the house. The applicant is in the process of selling his condo and will need to obtain a Certificate of Compliance to do so. The COC cannot be obtained without receiving a permit for the patio.

B. Brigham asked for confirmation the area was previously crushed stone. The applicant confirmed, and stated they had added additional square footage than the previous crushed stone footprint.

B. Brigham asked if the applicant intended to further construct on the patio. C. Young denied any further plans, stating that he and his wife would be moving as soon as possible.

A. Omartian asked for confirmation that the Association was okay with the patio. C. Young confirmed.

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B. Brigham asked if the patio met the setbacks within a PUD. B. Perron stated the patio was well within the setbacks.

Application of Northwestern Medical Center requesting Site Plan Amendment in accordance with Sections 404, 410, 803 and 804 of the St. Albans Town Unified Development Bylaws. The property is located at 133 Fairfield Street in the Mixed Residential/Commercial District within a Designated Growth Center and owned by the Applicant.

The application was represented Dereck Woolridge, of Cross Consulting, and Tyson Moulton, of Northwestern Medical Center. The applicants were sworn in.

D. Wooldridge explained NMC had been before the Board recently to approve the Site Plan of a proposed expansion. The Board approved the Site Plan but the applicant failed to share the additional lighting plan. As part of the previously approved Site Plan, additional parking was added next to the existing NCSS building. The applicants are proposing to add three new permanent light fixtures on poles to that parking area.

The proposed lights will have twenty foot poles on concrete bases. They will be identical to the other lights on site. The light will not intrude on any abutting properties.

K. Drennen asked if the lights would be LED. The applicant confirmed.

B. Brigham asked if the parking lot was meant to serve the NMC. T. Moulton stated the parking lot would be utilized by NMC staff.

Application of Cronulla Development, Inc. requesting Site Plan Amendment to construct a deck at 59 Pinewood Drive in accordance with Sections 402, 803 and 804 of the St. Albans Town Unified Development Bylaws. The property is located at 59 Pinewood Drive in the Rural District and is owned by the Applicant.

The application was represented by Grant Butterfield who was sworn in by the Clerk.

G. Butterfield explained his tenant built a 5' x 24' deck about six inches off the ground. The tenant built the deck over an existing pathway that was no longer safe.

G. Butterfield stated he was seeking a Site Plan Amendment for the deck, and would then obtain a building permit. The applicant would like to sell the property once he is able to receive a COC.

B. Thompson asked if each unit had separate owners. G. Butterfield confirmed adding that he owned 50 and 51, and 55 was under contract.

K. Drennen asked if all other units were within zoning compliance. G. Butterfield confirmed.

Deliberative Session

MOTION: K. Drennen made a motion to enter deliberative session at 7:15 p.m. A. Omartian seconded. All in favor, none opposed, motion carried.

MOTION: M. McKennerney made a motion to approve the Application of Eric Patno and Lindsey Larivee requesting Site Plan approval and PUD buffer waivers in accordance with Section 402, 803 and 804 of the St. Albans Town Unified Development Bylaws. The property is located at 4579 Lower Newton Road in the Rural District and owned by the Applicants with the following conditions: to accept the findings of fact and conclusions of law listed in the Zoning Administrator's staff report dated September, 16th 2016. K. Drennen seconded the motion. All in favor, none opposed, motion carried.

MOTION: B. Thompson made a motion to approve the Application of Cary & Margaret Young and Huntington Estates Town House Association, Inc. requesting Site Plan Amendment in accordance with Sections 403, 803 and 804 of the St. Albans Town Unified Development Bylaws. The property is located at 20 Cardinal Circle and Common Lands of Cardinal Circle in the Residential District and owned by the Huntington Estates Town House Association, Inc. with the following conditions: to accept the findings of fact and conclusions of law listed in the Zoning Administrator's staff report dated September, 16th 2016. M. McKennerney seconded the motion. All in favor, none opposed, motion carried.

MOTION: A. Omartian made a motion to approve the Application of Northwestern Medical Center requesting Site Plan Amendment in accordance with Sections 404, 410, 803 and 804 of the St. Albans Town Unified Development Bylaws. The property is located at 133 Fairfield Street in the Mixed

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Residential/Commercial District within a Designated Growth Center and owned by the Applicant with the following conditions: 1)to accept the amended findings of fact and conclusions of law listed in the Zoning Administrator's amended staff report dated September, 16th 2016 and 2) all existing conditions of approval remain in effect. M. McKennerney seconded the motion. All in favor, none opposed, motion carried.

MOTION: K. Drennen made a motion to approve the Application of Cronulla Development, Inc. requesting Site Plan Amendment to construct a deck at 59 Pinewood Drive in accordance with Sections 402, 803 and 804 of the St. Albans Town Unified Development Bylaws. The property is located at 59 Pinewood Drive in the Rural District and is owned by the Applicant with the following conditions: to accept the amended findings of fact and conclusions of law listed in the Zoning Administrator's staff report dated September, 16th 2016. M. McKennerney seconded the motion. All in favor, none opposed, motion carried.

Minutes

MOTION: K. Drennen made a motion to accept the minutes from the DRB meeting dated August 25th, 2016. A. Omartian seconded. All in favor, none opposed, motion carried.

Adjournment

MOTION: K. Drennen made a motion to adjourn the DRB meeting at 7:45 p.m. B. Thompson seconded. All in favor, none opposed, motion carried.

Respectfully Submitted,
AJ Johnson, Administrative Assistant

Brent Brigham, Chair

Bruce Thompson, Clerk

Arthur Omartian

Karen Drennen

Mike McKennerney