

The Town of St. Albans
PLANNING COMMISSION MINUTES
Town Hall, 579 Lake Road
March 24th 2015 at 6:00 p.m.

Minutes

Present: S. Smith (Chair), B. Brigham, Mike Mckennerney, Bill Nihan
Staff Present: M. Hill, Planner & R. Perron, Zoning Administrator

CALL TO ORDER-

Planning Commission Chair S. Smith called the meeting to order at 6:00 p.m., followed by the pledge of allegiance.

Zoning Administrator, R. Perron joined the Planning Commission Meeting to review notes she had made on the proposed bylaws. The PC agreed to return to the beginning of the Bylaws- Section 100- to keep everyone on the same page with proposed changes. The PC agreed to allow M. Hill to make any grammatical changes without discussion.

DISCUSSION OF ZONING BYLAWS AND SUBDIVISION REGULATIONS

The PC reviewed Article I: Establishment of Zoning and Subdivision Bylaws Section 105- Review of Applications During Adoption and Amendments of Bylaws and Subdivision Regulations and agreed to change it to statute. Previously it read:

“This section shall be applicable beginning upon the date of public notice for the Selectboard’s final public hearing on adoption or amendment of these Zoning Bylaws and Subdivision Regulations and ending upon the date of adoption or rejection thereof, pursuant to §§ 4402 and 4464 of the Act. No provision of these Zoning Bylaws and Subdivision Regulations or future amendments thereto shall be deemed to require any change in plans for a use or structure, if, prior to the effective date of these Zoning Bylaws and Subdivision Regulations of a future amendment, a complete application has been received by the Zoning Administrator.”

It shall now read:

“If a public notice for a first public hearing pursuant to § 4442(a) of the Act is issued under this chapter by the Selectboard with respect to the adoption or amendment of a bylaw, or an amendment to an ordinance adopted under proper enabling laws, the Zoning Administrator, for a period of 150 days following that notice, shall review any new application filed after the date of the notice under the proposed bylaw or amendment and applicable existing bylaws and ordinances. If the new bylaw or amendment has not been adopted by the conclusion of the 150 day period or if the proposed bylaw or amendment is rejected, the permit shall be reviewed under existing bylaws and ordinances. An application that has been denied under a proposed bylaw or amendment that has been rejected or that has not been adopted within the 150 day period shall be reviewed again, at no cost, under the existing bylaws and ordinances, upon request of the applicant. Any determination by the Zoning Administrator under this section shall be subject to appeal as provided in §4465 of the Act.”

The PC agreed to add three subsections to Article II: Subdivision Regulations Section 203- Administrative Two Lot Subdivision number 2 which currently reads:

“2. That all structures on the lots meet setback requirements of the Zoning District(s) in which the lots are located, or have been “grandfathered” or by the un-appealed granting of a zoning permit even in error. Newly created setback must meet requirements of the Zoning District(s).”

It shall now read:

“2. That all structures on the lots meet setback requirements of the Zoning District(s) in which the lots are located either by:

- A. Meeting the setbacks required by the District(s); or,
- B. Having been in place for 15 years or more and no longer considered to be in violation; or,
- C. Having received a variance for the subject structure(s);

A sentence has been added after Article II: Subdivision Regulations Section 203 number three which shall read:

“A plat map must be filed in accordance with State statutes.”

The same sentence has been added after number four on Article II: Subdivision Regulations Section 204- Administrative Boundary Line Adjustments.

“Two copies of the plat” has been added to Article II: Subdivision Regulations Section 207-Plat Map Requirements. Previously it read:

“A Plat Map must be provided to the Zoning Administrator...”

It shall now read:

“A Plat Map and two paper copies of the plat must be provided to the Zoning Administrator...”

The PC reviewed Article II: Subdivision Regulations Section 300- General Planning Standards and agreed to add septic to the first paragraph and remove part of the last sentence.

Previously it read:

“Land to be developed shall be physically suitable for the purpose with particular regard to water and sewer, flood hazard, drainage, slopes, soils and other natural conditions affecting its safe and healthful use.”

It shall now read:

“Land to be developed shall be physically suitable for the purpose with particular regard to water and sewer/septic, flood hazard, drainage, slopes, soils and other natural conditions.”

The PC reviewed Article II: Subdivision Regulations Section 301- Required Improvements and Design Standards and agreed to correct wording in number two. Number two previously read:

“2. Produce the safest and most healthful structure sites for the topography, drainage, soils, vegetation and other natural features on the property.”

It shall now read:

“Produce safe structure sites for the topography, drainage, soils, vegetation and other natural features on the property”

The PC discussed measuring setbacks and reviewed visual examples that M. Hill designed for the PC.

The PC discussed uses in districts.

OTHER BUSINESS

The PC agreed to have another meeting Monday, April 6th, 2015 at 6:00 p.m.

ACCEPTANCE OF MINUTES

MOTION: M. McKennerney made a motion to accept the meeting minutes of March 17th, 2015. B. Nihan seconded. All in favor, none opposed, motion carried.

ADJOURNMENT

MOTION: B. Brigham made a motion to adjourn the meeting at 8.55 p.m. M. McKennerney seconded. All in favor, none opposed, motion carried

Respectfully submitted,
AJ Johnson, Administrative Assistant

Sam Smith, Chair

Date

Brent Brigham, Vice Chair

Date

Mike Mckennerney

Date

Bill Nihan

Date