

**Town of St. Albans  
Development Review Board Meeting Minutes  
Thursday, January 26, 2017  
6:30 p.m.**

On Thursday, January 26<sup>th</sup>, 2017 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, Karen Drennen, Arthur Omartian, Mike McKennerney, Tom Stanhope and Zoning Administrator, Becky Perron

**Absent:**

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

**New Business:**

**Application of Mylan Technologies, Inc. requesting Site Plan amendment to construct an addition to the existing warehouse in accordance with Sections 406 and 803 of the St. Albans Town Unified Development Bylaws. The property is located at 700 Industrial Park Road in the Industrial District and owned by the Applicant.**

D. Woolridge of Cross Consulting alongside John Jorschick and Roberto Torres of Mylan Technologies represented the application. B. Brigham, Chair, asked Interested Parties within the audience to identify themselves.

**MOTION: T. Stanhope made a motion to grant Interested Party Status to Eric Ciemniewski and Ted Canton as representatives of abutting businesses. K. Drennen seconded. All in favor, none opposed, motion carried.**

D. Woolridge explained that a 54,000 square foot facility currently exists. The applicant is proposing an additional building of approximately 41,000 square feet, as well as adding a fire lane and sidewalk.

The fire lane is projected to begin at the end of the existing driveway and extend along the west side of the future addition. The applicant is proposing twenty additional parking spaces be held in reserve to be added, if necessary. There are an existing sixteen parking spaces at Building One. If constructed, the parking spaces will run along the fire lane with twelve on the eastern side and 8 on the western side. D. Woolridge explained the proposed parking spaces were future spaces as per the ordinance and had been included in the stormwater count.

A sidewalk is being proposed along Industrial Park Road from the eastern property line to the main entrance of the property. A bike rack near the front of the building is also being proposed.

A new stormwater pond is being proposed. The system is designed to capture water through pipes along the new building. The stormwater pond will collect stormwater from the proposed building and fire lane where it will be treated and released into Rugg Brook; the proposed system will meet all 2002 State standards for stormwater.

Two trees are proposed to be added between the fire lane and stormwater pond. D. Woolridge explained there were only two trees being added due to the heavy screening already provided by the surrounding wooded areas. The new building will have 9 wall pack lights to provide lighting along the perimeter of the building for security. D. Woolridge pointed out lighting on the existing building as well as three pole lights in the parking area.

K. Drennen asked if the building would be used exclusively for storage. D. Woolridge confirmed the building would be a warehouse with a series of racks to store materials. The elevation would be 45'.

B. Thompson wondered if the proposed parking spaces would be gravel or green spaces. D. Woolridge stated if Mylan or the Town ever required the spaces to be added they would be paved and striped.

B. Brigham asked if the base for the parking spaces would be installed while the ground was dug up to put in the fire lane. D. Woolridge was unsure but stated it would probably make the most sense to put the base in at that time.

M. McKennerney wondered if the space between the new and existing building would be grassy area. J. Jorschick was unsure, later adding the space may be gravel. M. McKennerney inquired if there was access

to that area without entering a building. J. Jorchick stated there was no access point to the courtyard without going inside. It would be a secure area with a couple of cement pads.

A. Omartian wondered what the distance between the old building and the proposed building will be. D. Woolridge estimated twenty feet between buildings

B. Brigham asked if there were any problems with wetland buffers. D. Woolridge explained there is an area of Class II wetlands which will be impacted by the fire lane. Typically a buffer of 50 feet is required around Class II wetlands. The building will also be within the buffer area. A permit from the State will be required.

B. Perron reminded the applicant a letter was required from the Fire Chief regarding the parking spaces off the fire lane.

B. Brigham inquired how many employees would be working. J. Jorschick estimated eight or nine employees. Currently there are six and another two or three would be added.

There were no additional questions from the Board or Interested Parties.

### **Continued Business:**

#### **Continued application of Franklin County Industrial Development Corp. and Peerless Clothing requesting Site Plan Amendment to construct additions & provide a sidewalk in accordance with Sections 406 and 803 of the St. Albans Town Unified Development Bylaws. The property is located at 200 Industrial Park Road in the Industrial District and is owned by FCIDC.**

P. Garceau represented the application. E. Ciemniewski, representative of Teknor Apex obtained Interested Party Status at the last hearing and returned to hear new details. The applicant and Interested Party were sworn in.

P. Garceau explained the Board had requested additional information at the last hearing. He showed building plans that described the building as being 65 feet tall and explained the building addition would match the color, scope and design of the rest of the building.

B. Brigham asked for clarification what the term "lamb's tongue" meant on the plan. P. Garceau was unsure where the term came from, but stated it was a backup for the roof drain in case of internal drainage.

P. Garceau showed the Board the temporary parking lot sketch which included a gravel parking area enclosed by a fence on the west side. The lights will sit on poles attached to two foot high concrete blocks and the solar lights will be bolted to the top. The temporary parking proposed to utilize light from several solar lights. The proposed lighting will stay on for two hours during a shift change and will shut off until the next shift change.

K. Drennen asked for confirmation all gravel, lights, and any other signs of a previous parking space would be removed upon the conclusion of construction. P. Garceau confirmed. The temporary parking will hopefully be installed in May of 2017 and removed by the end of September 2019 as a worst case scenario.

B. Brigham wondered if all the material used for the parking lot would need to be dug out and hauled off location. P. Garceau confirmed.

P. Garceau shared the cost estimate break-down which included fabric, gravel, rented fencing, lights and trees to replace the trees removed during construction.

B. Brigham asked if the parking area would only be accessible through the existing entrance. P. Garceau confirmed.

B. Thompson asked if any other site plan changes had been made. P. Garceau stated the smoking shack had been moved to meet the setbacks as requested by the Board at a previous meeting. A sidewalk is also being slightly extended to accommodate a request from the Fire Chief for access to a fire service hookup. A large temporary trailer parking area was also pointed out by P. Garceau. He explained about ten trailers can fit in the storage area once the trucks have unloaded them.

The Board asked for written permission from Teknor Apex granting Peerless permission to construct the temporary parking on their property. P. Garceau explained the agreement was still verbal and was currently in the hands of an attorney. He suggested making the written letter a condition of receiving a zoning permit.

**Deliberative Session**

**MOTION: K. Drennen made a motion to enter deliberative session at 7:20 p.m. B. Thompson seconded. All in favor, none opposed, motion carried.**

Application of Mylan Technologies, Inc. requesting Site Plan Amendment

**MOTION: A. Omartian made a motion to approve the Application of Mylan Technologies, Inc. requesting Site Plan amendment to construct an addition to the existing warehouse in accordance with Sections 406 and 803 of the St. Albans Town Unified Development Bylaws. The property is located at 700 Industrial Park Road in the Industrial District and owned by the Applicant with the following conditions: 1. A copy of any State and Army Corp permits be provided to the Zoning Administrator, 2. A \$10,000 letter of credit with a term of three years shall be obtained prior to receiving a building permit, 3. Updated letters from the Fire Chief and Police Chief shall be provided to the Zoning Administrator, 4. Reserved parking shall be constructed, should the DRB decide the spaces need to be constructed, and 5. to accept the findings of fact and conclusions of law listed in the Zoning Administrator's amended staff report dated 1/19/2017. K. Drennen seconded the motion. J. Jewett requested the motion be amended to request building elevation plans from the applicant and to state that any requests from the Fire Department and Police Department shall be met. K. Drennen accepted the proposed amendments. All in favor, none opposed, motion carried.**

Continued application of Franklin County Industrial Development Corp. and Peerless Clothing requesting Site Plan Amendment

**MOTION: B. Brigham made a motion to approve the continued application of Franklin County Industrial Development Corp. and Peerless Clothing requesting Site Plan Amendment to construct additions & provide a sidewalk in accordance with Sections 406 and 803 of the St. Albans Town Unified Development Bylaws. The property is located at 200 Industrial Park Road in the Industrial District and is owned by FCIDC with the following conditions: 1. A letter of agreement regarding the temporary parking between Peerless and Teknor Apex shall be submitted to the Zoning Administrator prior to receiving a building permit, 2. A new letter from the Fire Chief including approval of the temporary parking area be submitted to the Zoning Administrator, 3. The temporary parking may remain in effect for a period of up to three years at which point the property shall be restored to its original condition, 4. The Town of Saint Albans shall hold two letters of credit; one for \$65,000 for a period of three years from the start of the project to cover infrastructure, and a second for \$12,000 for a period of three years from the start of the project to cover the removal of the temporary parking area, and 5. to accept the findings of fact and conclusions of law listed in the Zoning Administrator's amended staff report dated 1/19/2017. B. Thompson seconded the motion. All in favor, none opposed, motion carried.**

**Minutes**

**MOTION: B. Brigham made a motion to accept the minutes from the DRB meeting dated January 12<sup>th</sup>, 2017. K. Drennen seconded. All in favor, none opposed, motion carried.**

**Adjournment**

**MOTION: K. Drennen made a motion to come out of deliberative session and adjourn the DRB meeting at 8:37p.m. J. Jewett 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, Clerk

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Karen Drennen

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Mike McKenney

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Arthur Omartian

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Tom Stanhope