

**Town of St. Albans  
Development Review Board Meeting Minutes  
Thursday, April 13<sup>th</sup>, 2017  
6:30 p.m.**

On Thursday, April 13<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, B. Brigham, Vice Chair, Jeff Jewett, Clerk, Bruce Thompson, Arthur Omartian, Mike McKennerney, Tom Stanhope, Christina Boissoneault 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 Albert & Linda Lamothe requesting Sketch, Final Plat, Frontage Waiver, and Site Plan Approval in accordance with Sections 206, 207, 208, 209, 402, 801 and 803 of the St. Albans Town Unified Development Bylaws. The property is located at 156 Birch Lane in the Residential District and owned by the Applicants.**

The application was presented by Michael Averill of Averill Engineering and property owner, Albert Lamothe. Chair, B. Brigham asked if anyone in the audience was requesting Interested Party Status. Michael Aamodt and Stephen White, abutting property owners, requested to be Interested Parties.

**MOTION: M. McKennerney made a motion to grant Interested Party Status to Michael Aamodt and Stephen White as abutting property owners. A. Omartian seconded. All in favor, none opposed, motion carried.**

Clerk, B. Thompson swore in the applicants and Interested Parties. M. Averill explained Albert and Linda Lamothe own 69 acres with frontage along Birch Lane and Lower Newton Road and are requesting to do a 5 lot subdivision. The applicant is proposing to retain 61.5 acres around their existing single family home to be accessed from Birch Lane and also has 262' of frontage along Lower Newton Road.

The area to be developed is south of the Birch Lane and Brigham Road intersection by about 800 feet. Lot 2 will consist of 1.8 acres with almost 187' of frontage on Lower Newton Road. Lot 3 is proposed to be 1.19 acres and share a driveway with Lot 4 which is a proposed 1.09 acres. A 801 waiver will need to be obtained to share a driveway between the two lots. Lot 5 is a proposed 3.48 acres with almost 246' of frontage along Lower Newton Road.

The applicant was in contact with the Police Chief who did not foresee the development as being a problem. The Fire Chief requested a revised plan to include a hammerhead to be located closer to the bulk of the residents so he could maneuver his equipment should there ever be a fire or emergency situation. He also requested a fire hydrant be placed within 500 feet of the houses. There is another hydrant within 1000 feet of the homes.

Each lot will utilize on-site water and septic on their own lots. The State wastewater permit has not been applied for yet. The applicant wanted to be sure the Board would approve the application prior to requesting the wastewater permit. The Stormwater permit has not been applied for either, the applicant

explained a professional engineer would be hired for stormwater design as well as the fire hydrant hook up design.

The underground utilities will follow the road ways. An easement will allow a small section of the hammerhead will be in Lot 3. Lot 2 will also require an easement to allow an underground utility.

The homes are all proposed to be three bedrooms.

B. Thompson wondered if a curb cut had been obtained. M. Averill explained a letter of intent had been received and the permit would hopefully be obtained upon DRB approval of the application.

B. Thompson asked if there would be a Homeowners Association. A. Lamothe confirmed. B. Thompson inquired if the HOA would maintain the road. A. Lamothe stated generally the HOA would maintain the road.

The Chair asked if either of the Interested Parties had questions or concerns. S. White stated he had been in his home since 1995 and was concerned if the road was built as proposed the lights from oncoming traffic would shine in his living room. B. Thompson asked how far S. White's house was from the Bevins property line. S. White shared the location of his home. S. White stated if the road was put at an angle and built along the brook there would be less of a chance of headlights shining in his windows.

M. Aamodt expressed concern that more stormwater would be generated and the culvert going under Birch Lane would be unable to handle the additional flow. M. Averill explained there would be no additional stormwater generated.

**Application of Northwestern Counseling & Support Services and Clancy Properties LLC requesting Conditional Use Approval in accordance with Sections 405, 409 and 802 of the St. Albans Town Unified Development Bylaws. The property is located at 20 Mapleville Depot and owned by Clancy Properties LLC.**

The application was presented by Lynn Daudelin and Todd Bauman of NCSS and Grant Butterfield of Nedde Real Estate. Chair, B. Brigham asked if anyone in the audience was requesting Interested Party Status. Several audience members stated they were there to support the application but did not intend on providing testimony. Clerk, B. Thompson swore in the applicants.

B. Brigham asked if this application had been seen by the Board before. L. Daudelin explained the Howard Center had come before the Board previously to use the same location but the proposed uses would be very different.

L. Daudelin stated the building was previously used as a lab with up to 17 staff members and is proposed to be changed to a social services office building. The proposed use will also utilize 17 staff members who are a mobile work force. Often, the employees are working in homes, schools or are on the road; typically the building will not be utilized for counselling. The office will be used as a "home base" to pick up mail, type up notes, and have staff meetings. The employees do not provide substance abuse services. The applicants have made an agreement with the association to not provide substance abuse counseling from this location. Occasionally a staff member may have a client with them while inside the building. The hours will likely be between 10 a.m. and 7 p.m.

B. Brigham asked if each of the 17 staff members will be there daily. T. Bauman explained three supervisors will be on site daily but the remaining staff members will need to go to the office every day.

L. Daudelin explained the 56 trips per day provided to the DRB was based on an algorithm but she did not expect the number to be that high. B. Thompson asked how many parking spaces were on site. There are 24 spaces. B. Thompson asked if there would ever be people waiting outside the door to get in or a lot of foot traffic. L. Daudelin explained the base was not for clients; the only clients who would be in the building would arrive with a staff member and leave with them.

A. Omartian inquired what the age range would be of children who would receive counselling. One group who receives services is adolescents who are helped with staying in school, obtaining jobs and transferring into adulthood. Another group is family based which helps parents help their children on emotional levels. The third group is special needs children who have medical challenges or intellectual delays.

G. Butterfield reiterated there would be no loitering outside of the building and L. Daudelin added a receptionist would not even be hired.

C. Boissoneault wondered if any of the councilors were school based clinicians. L. Daudelin stated there were none. Most of the councilors would work out of other people's homes.

A. Omarian asked if NCSS was affiliated with NMC and how patients are referred. NMC is not an affiliate and a majority of clients are referred from a primary physician. Instead of prescribing medication for a child the doctor may refer NCSS to help the family develop skills, intervene and help with parenting skills.

B. Thompson wondered if the building would be remodeled inside. L. Daudelin stated there would be basic remodeling. The floors would be repaired and some walls may be removed for a larger office space. She referred to the space as a "coffee shop theme", meaning there would be couches instead of desks.

A. Omarian asked where the councilors are currently working from. L. Daudeling explained several leased spaces are being utilized.

### **Deliberative Session**

**MOTION: B. Thompson made a motion to enter deliberative session at 7:16 p.m. A. Omartian seconded. All in favor, none opposed, motion carried.**

**MOTION: B. Thompson made a motion to approve the Application of Albert & Linda Lamothe requesting Sketch, Final Plat, Frontage Waiver, and Site Plan Approval in accordance with Sections 206, 207, 208, 209, 402, 801 and 803 of the St. Albans Town Unified Development Bylaws. The property is located at 156 Birch Lane in the Residential District and owned by the Applicants with the following conditions: 1) a letter of approval must be received from the Fire Department, 2) certification upon completion of the 60 foot wide right of way by a certified engineer, 3) Stormwater runoff must be equal or less than it was prior to construction, 4) a copy of all Stormwater approvals and plans from the State shall be submitted to the Zoning Administrator, 5) a copy of Homeowners Association documents shall be submitted to the Zoning Administrator, and 6) to accept the amended findings of fact and conclusions of law listed in the Zoning Administrator's staff report dated April 6<sup>th</sup>, 2017. J. Jewett seconded the motion. All in favor, none opposed, motion carried.**

**Application of Northwestern Counseling & Support Services and Clancy Properties LLC  
requesting Conditional Use Approval**

**MOTION: A. Omartian made a motion to approve the Application of Northwestern Counseling & Support Services and Clancy Properties LLC requesting Conditional Use Approval in accordance with Sections 405, 409 and 802 of the St. Albans Town Unified Development Bylaws. The property is located at 20 Mapleville Depot and owned by Clancy Properties LLC with the following conditions: to accept the amended findings of fact and conclusions of law listed in the Zoning Administrator's staff report dated April 6<sup>th</sup>, 2017. T. Stanhope seconded the motion. All in favor, none opposed, motion carried.**

**Minutes**

**MOTION: B. Thompson made a motion to accept the minutes from the DRB meeting dated March 23<sup>rd</sup>, 2017. J. Jewett seconded. All in favor, none opposed, motion carried.**

**Adjournment**

**MOTION: B. Thompson made a motion to come out of deliberative session and adjourn the DRB meeting at 8:10 p.m. A. Omartian 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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Arthur Omartian

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Mike McKennerney

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Tom Stanhope

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Christina Boissoneault