

**Town of St. Albans
Development Review Board Meeting Minutes
Thursday, June 22nd, 2017
6:30 p.m.**

On Thursday, June 22nd, 2017 at 6:30 p.m., the Town of St. Albans Development Review Board met at Town Hall for hearings.

Present: Chair, B. Brigham, Clerk, Bruce Thompson, Jeff Jewett, Mike McKennerney, Christina Boissoneault and Zoning Administrator, Becky Perron

Absent: Vice Chair, Arthur Omartian and Tom Stanhope

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

New Business:

Application of Malone Dorset Street Properties and St. Albans Glass Company, Inc. requesting Conditional Use, Site Plan, and PUD approvals in accordance with Sections 405, 406, 802, 803 and 804 of the St. Albans Town Unified Development Bylaws. The property is located at Franklin Park West, Lot 24 in the Commercial and Industrial Districts within a Designated Growth Center and owned by Malone Dorset Street Properties.

The application was represented by Chad Branon, PLLC of Field Stone Land Consultants and Greg Swan, President of St. Albans Glass. The applicants were sworn in by Clerk, B. Thompson.

C. Branon explained the applicant was seeking a number of approvals to develop Lot 24 of Franklin Park West. C. Branon shared a map of the site which displayed the closest developed lot as the St. Albans Mini Storage buildings. Northwest Access TV has also received approval to develop a lot which will also be close to the proposed St. Albans Glass lot.

Lot 24 is 4.138 acres split by the Commercial and Industrial districts, which is proposed to be served by municipal water and sewer. The parcel is currently an open, generally flat field with a small Class II wetland in the back corner. Existing drainage on site collects in a swale and runs north. There are no improvements on the property at this time.

The applicant is proposing to construct two multi-use buildings in phases. The first building is a proposed two story, 6,200 square foot office space with an attached single story 12,000 square foot industrial space in the rear. The proposed foot print of the first building is 15,100 square foot. The industrial space will be utilized as a warehouse with materials and employees. One level of the office will be utilized by the applicant who is also proposing to lease the remaining office space. The second building, to be constructed at a later date, is a proposed office use.

Access will be granted from a 24' wide entrance off Franklin Park West. Paved parking will be provided in front of both proposed buildings with continuing access and parking between the two buildings. The area in the rear will be utilized as a gravel parking area which is proposed to have storage trailers for materials and equipment as well as space for a dumpster pad and recycling. Landscaping is still being pondered but the applicant is proposing five (5) red maple trees along the front of the lot, a requirement of Act 250. A cedar hedge is being proposed along both sides of the property.

Stormwater will sheet flow to the side boundary into a conveyance swale where it will flow to the proposed stormwater management area in the front of the property. State and local stormwater regulations will be met and exceeded.

The applicant pointed out the proposed sidewalk along the front of the lot, also an Act 250 requirement. A pedestrian walkway is proposed adjacent to the parking area in front. The proposed elevations were shown from multiple angles and the applicant pointed out the overhead and man doors. There are four proposed light poles, two in the front and two in the back. Six mounted building lights are also being proposed on site; the St. Albans Glass building will utilize four of them. The future building will utilize two.

B. Perron questioned how tall the proposed pole lights were. C. Branon estimated twenty feet from the ground.

B. Brigham inquired how tall the proposed building one would be. C. Branon stated roughly 30 feet.

C. Branon explained Fire Chief Cross requested a fire hydrant be placed on location as well as knox boxes. The applicant was amenable to the requests.

The applicant explained the development is a proposed PUD so technically district setbacks did not need to be met, however, the applicant was choosing to meet the setbacks with a 25 foot front setback and 20 foot side setback.

C. Branon stated the applicant was requesting flexibility in the uses allowed in the district since Retail is not an allowed use in the Industrial District. The applicant proposes to use one floor of the office space in the first building and rent out the other floor. The applicant is unsure what type of business may lease the space.

B. Perron asked for clarification that the applicant was asking for multiple uses in one building. The applicant confirmed they would like to have flexibility to lease the building as they see fit, weather its retail, manufacturing, or a professional office use. C. Branon stated question nine on the PUD application answered which uses they were proposing to utilize in the remaining space to be leased. B. Perron suggested adding business services to the proposed uses.

B. Brigham asked if the back “warehouse” portion of the building was also two stories. C. Branon stated the back portion will be one story but will have high ceilings.

B. Thompson asked if the building would be in ADA compliance. G. Swan stated a small elevator was being proposed to bring people from the first floor to the second.

B. Thompson asked where the storage containers would be located. G. Swan confirmed the containers would be situated somewhere on the gravel parking area where the building and cedar hedge line would shield them.

M. McKennerney inquired if large tractor trailers with supplies would be coming on site. G. Swan confirmed. C. Brannon pointed out where the trucks could turn around as well as where the loading dock is proposed.

J. Jewett asked how many storage containers would be on site. G. Swan was unsure but indicated the number would be around ten, and stated there would be plenty of space for them. B. Thompson asked how large the containers are. G. Swan stated they are 40’.

J. Jewett asked if St. Albans Glass would utilize the entire back parking and storage area, even once the second building was built. G. Swan confirmed.

B. Perron reminded the applicant the storage containers would need to sit in a location where they wouldn’t block the Fire Department’s access to the building in the event of an emergency. B. Perron stated the containers also require a building permit, but if they need to be relocated it would only require a ZA granted “minor amendment” Site Plan Amendment instead of going before the DRB. B. Thompson again asked for a number of storage containers. G. Swan confirmed up to twelve containers maximum.

J. Jewett inquired how much impervious surface would be on site. C. Branon confirmed 2.3 acres of impervious, adding that included the gravel area as the State counts gravel toward impervious surface for Stormwater permits. J. Jewett wondered if there was a maximum amount of impervious surface one could have as far as the State and receiving Stormwater permits. C. Branon stated as long as you can mitigate and treat the water there is no limit. J. Jewett asked if there were two sediment ponds. C. Branon stated there is technically one pond that is attached by a culvert that goes under the road.

B. Perron asked for confirmation the sidewalk is proposed to be in the Right-of-Way (ROW). C. Branon confirmed, adding Jeff Green of the State of Vermont stated the sidewalk needed to be put there. B. Perron wondered if the sidewalk was accounted for as part of the Stormwater permit process since technically it isn’t on the applicants property. C. Branon stated there would be no net increase in run-off due to the sidewalk but the water collected would be mitigated on the applicant’s property through a swale. B. Perron asked if the sidewalk in the ROW would affect the Town possibly taking over Franklin Park West as a road. C. Branon did not think it would affect that.

J. Jewett wondered if the number of parking spaces proposed would be enough not knowing what business or use would go into the second proposed building or the office space in the first building. C. Branon confirmed the Town requires 48 spaces and the applicant is proposing 81 spaces. He added St. Albans Glass has 30 employees not including company trucks so the applicant needed more than a minimum. B. Perron inquired if a bike rack was shown on site. It is not, but the applicant intends to have one.

B. Perron asked if the applicant is proposing to sell the current building. G. Swan confirmed.

B. Brigham asked where the wastewater permit was at. C. Branon stated the application was ready to be submitted but they wanted to follow due process by waiting for DRB approval before submitting.

J. Jewett asked what the phases would be. C. Branon replied the first phase would be all stormwater improvements, then building one will be constructed with paving in the front and between proposed buildings, at a later date building two will be constructed and finally, the back gravel parking area will be paved.

J. Jewett asked where scrap metal would be stored. G. Swan stated a 30 yard dumpster would be on site, probably by the dumpster pad, and would be emptied every couple of months.

B. Perron asked if the roof of building one is proposed to be flat. C. Branon replied the front office roof is flat and will flow onto the warehouse part of the building which will have a very small pitch and flow into the conveyance swale.

M. McKennerney asked about signage. B. Perron suggested the applicant reach out to Peter Morse, president of the association to find out about including St. Albans Glass on the monument signage.

B. Perron stated a letter had been received from the Fire Chief but a letter had not been obtained from the Police Department yet.

B. Brigham wondered if the project would be started by the spring. The applicant was hopeful.

The DRB had a brief discussion regarding leased lots and subdivision regulations. No action was requested by the ZA and none was taken by the DRB.

Deliberative Session

MOTION: B. Thompson made a motion to enter deliberative session at 7:45 p.m. C. Boissoneault seconded. All in favor, none opposed, motion carried.

MOTION: B. Brigham made a motion to approve the Application of Malone Dorset Street Properties and St. Albans Glass Company, Inc. requesting Conditional Use, Site Plan, and PUD approvals in accordance with Sections 405, 406, 802, 803 and 804 of the St. Albans Town Unified Development Bylaws. The property is located at Franklin Park West, Lot 24 in the Commercial and Industrial Districts within a Designated Growth Center and owned by Malone Dorset Street Properties with the following conditions: 1) The applicant shall provide a new Site Plan to the Zoning Administrator to include: A. The location of up to twelve storage containers along with their placement in the areas listed as "Equipment and Material Storage and Laydown Area" on the plans; B. Location of the bike rack(s); C. Location of the fire hydrant; D. Location of the recycling facilities; E. Additional cedar trees at the western portion of the lot from the property line to the building for screening of the storage/parking area behind Building One, 2)The addition of Business Services Uses to those listed in the Applicants PUD application letter is approved for Building One, 3)A letter of credit in the amount of \$35,250 shall be issued in favor of the Town of St. Albans prior to the issuance of the building permit which shall remain in effect for three years from the date of issuance, 4) All other conditions of approval for Franklin Park West shall remain in effect unless otherwise amended by this decision, 5) The Applicant shall provide a copy of the impact letter from the St. Albans Police Department to the Zoning Administrator, 6) The St. Albans Town Fire Chief shall review the amended plan showing the storage containers and their placement, and 7)to accept the amended findings of fact and conclusions of law listed in the Zoning Administrator's staff report dated June 1st, 2017. M. McKennerney seconded the motion. All in favor, none opposed, motion carried.

Minutes

MOTION: J. Jewett made a motion to accept the minutes from the DRB meeting dated June 8th, 2017. M. McKennerney seconded. All in favor, none opposed, motion carried.

Adjournment

MOTION: J. Jewett made a motion to come out of deliberative session and adjourn the DRB meeting at 8:40 p.m. B. Thompson seconded. All in favor, none opposed, motion carried.

Respectfully Submitted,

AJ Johnson, Administrative Assistant

Brent Brigham, Chair

Bruce Thompson, Clerk

Mike McKenerney

Christina Boissoneault

Jeff Jewett