

**Town of St. Albans  
Development Review Board Meeting Minutes  
Thursday, August 24<sup>th</sup>, 2017  
6:30 p.m.**

On Thursday, August 24<sup>th</sup>, 2017 at 6:30 p.m., the Town of St. Albans Development Review Board met at Town Hall for hearings.

**Present:** Vice Chair, Arthur Omartian, Clerk, Bruce Thompson, Jeff Jewett, Mike McKennerney, and Zoning Administrator, Becky Perron

**Absent:** Chair, B. Brigham, Tom Stanhope, and Christina Boissoneault

Vice Chair, A. Omartian called the Development Review Board hearing to order at 6:30 p.m.

**New Business:**

**Application of Donald & Cathy LeBlanc requesting Conditional Use Approval to raise a seasonal camp in accordance with Sections 400, 407 and 802 of the St. Albans Town Unified Development Bylaws. The property is located at 759 Woody Drive in the Lakeshore District within the Flood Hazard Overlay and owned by the Applicants.**

The application was represented by Donald and Cathy LeBlanc, as well as builder, Paul Kilbury. They were sworn in by Clerk, B. Thompson. There were no interested parties.

D. LeBlanc explained they were proposing to raise their seasonal camp by a couple feet. Currently the camp sits at roughly 102.10'; the applicant is proposing to lift the camp to approximately 104'. The applicant is also proposing to reconstruct the existing decks on the same footprint. Two concrete finger walls with piers and pillars will be used to support the middle of the camp and the decks. The finger walls will be attached to a pressure treated sill plate. The pillars will be attached to the piers with a 6"x6" post connector and lag bolts.

B. Thompson asked for confirmation the footprint of the camp would not change. The applicant confirmed. The applicant also stated a portion of the deck would be screened in and used as a covered deck but the size would not be changing.

B. Thompson questioned if the change in elevation would impact any neighbors. The applicant stated there would be no impact to neighbors, most neighbors had already elevated their camps to a similar height.

J. Jewett asked how deep the footers would be. P. Kilbury stated they would be four foot deep. J. Jewett asked if the ground was all shell. P. Kilbury stated the ground was mostly sand.

B. Thompson wondered if the applicant was proposing to start the project this fall. The applicants confirmed.

J. Jewett inquired if there would be any storage space under the camp. The applicant stated during a flood, water would flow under the camp; storage space would not be utilized. He added the insurance company mandated lattice be placed around the perimeter to prevent animals from going under the camp.

B. Perron asked for confirmation all utilities were above 102' elevation. The applicant confirmed.

The applicant asked if the formal decision would be mailed. B. Perron stated the decision would be mailed certified.

**Application of Michael & Jessica LaClair requesting Conditional Use Approval to add to an existing garage in accordance with Sections 400, 407 and 802 of the St. Albans Town Unified Development Bylaws. The property is located at 364 Lake Shore Road in the Lakeshore District within the Flood Hazard Overlay and owned by the Applicants.**

Applicant Jessica LaClair noted that her name was wrong in the warning and should be changed from Jennifer to Jessica. The application was represented by Michael and Jessica LaClair. There were no interested parties. The Clerk swore in the applicants.

M. LaClair explained he and J. LaClair were requesting to add 12 feet to the back of an existing garage. The total addition will be 12'x20'. The garage is on the east side of Lake Shore Drive. The addition is

proposed to be constructed on a poured concrete pad which will match the grade of the existing garage. The addition will attach to the existing structure with rebar and tie into the existing roofline.

A. Omartian asked for confirmation the garage was across the road from the house. The applicant confirmed.

J. Jewett inquired if another access would be added to the garage. M. LaClair stated there would be no new access, just an addition.

J. Jewett asked if the garage was affected during the flood. M. LaClair stated the garage received six inches of water during the flood. J. Jewett asked if there are outlets and lights in the existing garage. The applicant confirmed.

B. Thompson asked if the electric would be extended to the addition. M. LaClair did not think it would need to be. B. Thompson inquired if any outdoor lights would be added. M. LaClair stated there would be no additional lighting.

B. Thompson wondered what the addition would be used for. J. LaClair stated they would keep their boat stored in the addition. J. LaClair joked that if the garage did flood at least the boat would float.

**Application of Malone Dorset Street Properties requesting Site Plan and Conditional Use Amendments to remove a pavilion building on Lot C in accordance with Sections 405, 409, 802 and 803 of the St. Albans Town Unified Development Bylaws. The property is located on Lot C of Franklin Park West and is owned by the Applicant.**

The Board agreed to hear the remaining two applications as one.

The application was represented by Peter Garceau of Cross Consulting Engineers. A. Omartian inquired if there were any interested parties in the audience. Joan Wood introduced herself as a representative of the Village at Franklin Park West Homeowners Association and requested Interested Party Status.

**MOTION: J. Jewett made a motion to grant Interested Party Status to Joan Wood as a representative of the abutting properties Homeowners Association. A. Omartian seconded. All in favor, none opposed, motion carried.**

The applicant and interested party were sworn in by Clerk, B. Thompson.

P. Garceau asked if everyone was familiar with the pavilion. He explained the removal of the pavilion and the parking lot is a mutual request from Mr. Malone as well as the Homeowners Association from the Village at Franklin Park West. P. Garceau stated the parking lot attracts a lot of nuisance behavior and unfavorable activities.

The pavilion and parking area are situated on Lot C and were originally approved as a rest area near the State owned Rail Trail.

B. Thompson asked why the responsibility to maintain the pavilion was the Homeowners Associations. Franklin Park West is a separate development from the Village at Franklin Park West but the pavilion and parking area were approved as part of the housing complex and were proposed to be maintained by the residents of the Village at Franklin Park. The pavilion, which was proposed to have two restrooms, had been projected to be connected to municipal services, but that had been put on hold due to the City of St. Albans enacting a moratorium on the sale of water and wastewater services to Town properties. J. Wood explained when the previous owner went bankrupt and Malone bought the development he agreed to remove the parking area and pavilion. J. Wood added that she picks up needles and inhalants from the parking area often.

A. Omartian wondered if the parking area was asphalt. P. Garceau stated the parking area is gravel. A. Omartian inquired if the area would be returned to grass upon removal of the parking area and pavilion. P. Garceau confirmed.

J. Jewett asked if the building would be thrown away or salvaged. P. Garceau was unsure. B. Perron stated if the building was being re-used somewhere else in Franklin Park West a Site Plan Amendment would need to be approved. P. Garceau stated the building would not be used in Franklin Park West.

J. Jewett asked for clarification where the Town plow would turn around. P. Garceau explained the Town had taken over the road up to the parking area and, according to the Public Works Director there would be enough space to turn the plows around and store snow.

J. Jewett asked if the association was going to put up “no parking” signage in the turnaround area. J. Wood stated the HOA could easily put up signage and was open to the idea.

B. Thompson wondered if people ever used the parking lot for Rail Trail use. J. Wood stated occasionally people park to use the Rail Trail but more often than not the parking lot is being misused.

**Application of Malone Dorset Street Properties and Malone 861 Sheldon Road Properties, LLC requesting Site Plan, Conditional Use, and PUD Amendment to remove a pavilion building on Lot C of Franklin Park West in accordance with Sections 404, 802, 803 and 804 of the St. Albans Town Unified Development Bylaws. The property is located on Lot C of Franklin Park West and is owned by Malone Dorset Street Properties.**

This application was heard in conjunction with Malone Dorset Street Properties above.

#### **Deliberative Session**

**MOTION: M. McKennerney made a motion to enter deliberative session at 7:00 p.m. B. Thompson seconded. All in favor, none opposed, motion carried.**

Application of Donald and Cathy LeBlanc requesting Conditional Use Approval

**MOTION: J. Jewett made a motion to approve the Application of Donald & Cathy LeBlanc requesting Conditional Use Approval to raise a seasonal camp in accordance with Sections 400, 407 and 802 of the St. Albans Town Unified Development Bylaws. The property is located at 759 Woody Drive in the Lakeshore District within the Flood Hazard Overlay and owned by the Applicants with the following conditions: 1. A certified elevation certificate of the top of the bottom floor level be provided to the Zoning Administrator and 2. to accept the amended findings of fact and conclusions of law listed in the Zoning Administrator’s staff report dated August 8<sup>th</sup>, 2017. A. Omartian seconded the motion. All in favor, none opposed, motion carried.**

Application of Michael and Jessica LaClair requesting Conditional Use Approval

**MOTION: J. Jewett made a motion to approve the Application of Michael & Jessica LaClair requesting Conditional Use Approval to add to an existing garage in accordance with Sections 400, 407 and 802 of the St. Albans Town Unified Development Bylaws. The property is located at 364 Lake Shore Road in the Lakeshore District within the Flood Hazard Overlay and owned by the Applicants with the following conditions: 1. A certified elevation certificate of the top of the bottom floor level be provided to the Zoning Administrator and 2. to accept the amended findings of fact and conclusions of law listed in the Zoning Administrator’s staff report dated August 8<sup>th</sup>, 2017. B. Thompson seconded the motion. All in favor, none opposed, motion carried.**

Application of Malone Dorset Street Properties requesting Site Plan and Conditional Use Amendments

**MOTION: M. McKennerney made a motion to approve the Application of Malone Dorset Street Properties requesting Site Plan and Conditional Use Amendments to remove a pavilion building on Lot C in accordance with Sections 405, 409, 802 and 803 of the St. Albans Town Unified Development Bylaws. The property is located on Lot C of Franklin Park West and is owned by the Applicant with the following conditions: 1. The Board requires a sign to be placed in an area agreed upon by the Director of Public Works which shall read “No Parking” and 2. to accept the amended findings of fact and conclusions of law listed in the Zoning Administrator’s staff report dated August 8<sup>th</sup>, 2017. A. Omartian seconded the motion. All in favor, none opposed, motion carried.**

Application of Malone Dorset Street Properties and Malone 861 Sheldon Road Properties, LLC requesting Site Plan, Conditional Use and PUD Amendments

**MOTION: A. Omartian made a motion to approve the Application of Malone Dorset Street Properties and Malone 861 Sheldon Road Properties, LLC requesting Site Plan, Conditional Use, and PUD Amendment to remove a pavilion building on Lot C of Franklin Park West in accordance with Sections 404, 802, 803 and 804 of the St. Albans Town Unified Development Bylaws. The property is located on Lot C of Franklin Park West and is owned by Malone Dorset Street Properties with the following conditions: 1. to accept the amended findings of fact and conclusions of law listed in the Zoning Administrator’s staff report dated August 8<sup>th</sup>, 2017. J. Jewett seconded the motion. All in favor, none opposed, motion carried.**

**Minutes**

**MOTION: B. Thompson made a motion to accept the amended minutes from the DRB meeting dated June 8<sup>th</sup>, 2017. A. Omartian seconded. All in favor, none opposed, motion carried.**

**MOTION: B. Thompson made a motion to accept the minutes from the DRB meeting dated June 22<sup>nd</sup>, 2017. A. Omartian 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 7:40 p.m. M. McKennerney seconded. All in favor, none opposed, motion carried.**

**Respectfully Submitted,**

**AJ Johnson, Administrative Assistant**

\_\_\_\_\_  
Arthur Omartian, Vice Chair

\_\_\_\_\_  
Bruce Thompson, Clerk

\_\_\_\_\_  
Mike McKennerney

\_\_\_\_\_  
Jeff Jewett