

**Town of St. Albans
Development Review Board Meeting Minutes
Thursday, March 14th, 2019
6:30 p.m.**

On Thursday, March 14th, 2019 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, Mike McKennerney, Ashley Toof, Christina Boissoneault, and Zoning Administrator, Becky Perron

Absent: Chair, B. Brigham, Tom Stanhope

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

Continued Business:

Application of GDS requesting Site Plan Amendment in accordance with Sections 405, 409 and 803 of the 2016 St. Albans Town UDB's; and Sections 406, 410, and 803 of the 2019 proposed St. Albans Town UDB's. The property is located at 498 Franklin Park West, Lot 24 in the Commercial and Industrial Districts in the 2016 UDB's, and Commercial District within the proposed 2019 UDB's; both within the Designated Growth Center and owned by the Applicant.

The Application was represented by Chad Brannon of Fieldstone Land Consultants and Greg Swan of St. Albans Glass. There were no Interested Parties.

Clerk, B. Thompson swore in the Applicants.

C. Brannon explained that GDS is seeking amendments to a previously approved Site Plan and Conditional Use received in June of 2017. The Applicant is proposing to remove the second story from the St. Albans Glass headquarters building, which is nearly complete. The Applicant is also proposing to remove the previously approved sidewalk from the project as a multi-use path within Franklin Park West has been approved.

The Applicant is also requesting to modify the Site Plan to eliminate proposed hedges in favor of a privacy fence. During construction there has been some vandalism and theft on the site. The security fence will include a gate that will lock to deter further offenses.

Lastly, the Applicant is proposing to pave a small portion of the back gravel area adjacent to the building to help with access to the building and maintenance of the property. The proposal will not increase impervious surface for the Act 250 permit since the State already considers gravel to be impervious.

A. Omartian noted the original approval included two buildings on the Site. B. Perron explained that although the Applicant received approvals for two buildings, and a second story on the St. Albans Glass building, they only received a building permit for one, one story building. The Applicant is allowed to go smaller than the approved plan; they would need to alter the Site Plan if they were going bigger.

B. Thompson inquired how large the proposed fence would be. The fence is proposed to be 8' tall with slats, similar to other fences in the area. B. Perron asked if the changes would hinder the Fire Departments ability to service the area. The Applicant stated it will not.

B. Thompson asked if there had been any changes to the lighting. There have been no proposed changes.

M. McKennerney asked if there would be any access from the back of the property to the Rail Trail. There will be no access from the site, but it is an easy walk from the site to the normal access point of the Rail Trail.

B. Thompson asked when the proposed opening would be. The Applicant hopes to open in June.

B. Thompson asked about the Fire Hydrant. C. Brannon explained the Fire Hydrant had not been installed. Chief Cross assumed the building would have a sprinkler system installed due to its size, but that is not the case. Upon learning there would be no sprinklers, Chief Cross requested a hydrant be installed on the same side of the road as the project. The State is requiring the hydrant be hooked to an 8" line which is located across the road and would require boring under Franklin Park West Road. The Fire Chief and Applicant believe the 6" line located on the property is sufficient for a hydrant because the flow will not be utilized by both the hydrant and the sprinkler system at the same time, as the building will not utilize a sprinkler system.

A. Omartian asked if the fire hydrant problem would need to be resolved prior to B. Perron issuing a COC. B. Perron stated that could be a condition of approval from the Board. C. Brannon explained that there is a hydrant on the other side of the road, this would just be an enhancement of the site. Chief Cross could use the hydrant across the road in the event of an emergency, but doing so would require shutting down the road so the hose could run across the road.

Application of Malone Dorset Street Properties, LLC and North Star Masonry, Inc. requesting Site Plan, PUD, and Conditional Use Approval in accordance with Sections 405, 409, 802, 803, and 804 of the 2016 St. Albans Town UDB's, and Sections 406, 410, 802, 803, and 804 of the proposed 2019 UDB's. The property is located on Lot 20 within Franklin Park West in the Commercial District within a Designated Growth Center under both the 2016 and proposed 2019 UDB's and owned by Malone Dorset Street Properties, LLC.

The Application was represented by Chad Brannon of Fieldstone Lane Consultants. Denis DuBois and Martin Pigeon were also present. There were no Interested Parties. The Applicant was still under oath from the previous application.

C. Brannon explained the Applicant is proposing to develop Lot 20 with a 11,910 square foot multi-tenant building.

Lot 20 consists of 3.669 Acres in the Commercial District within a Designated Growth area, and has a flat topography with swales that lead to a roadside ditch.

A unique building design will have a main entrance and focal point with two wings. The building will be situated on a corner lot and the design will complement the lot. North Star Masonry is proposed to occupy half of the building with future tenants in the other part of the building.

The site will be accessed by two curb cuts along Franklin Park West along with sidewalks for pedestrian access. 26 parking spaces in front of the building are being proposed.

A paved storage area of approximately 55,000 square feet is being proposed and will be secured by a 6' high chain link fence with privacy screening and gates. The proposed garage doors will be situated in the rear, and will be enclosed within the privacy fence area and screened from abutting properties.

The front of the parcel will be landscaped with a series of trees and the areas in front of the building will be seeded. Lighting is proposed by a series of pole mounted lights as well as lighting on the building. All of the lights will be downcast and will not contribute any light pollution. The site is proposed to be served by municipal sewer and water. The stormwater will be managed through a series of open grass swales which will route the stormwater to a gravel wetland system. The project will require a State wastewater permit.

The Applicant is seeking approvals for multiple Conditional Uses to allow for anticipated tenant uses to include Building Contractor Shop, Business Services, Light Industry, Storage and Distribution, Warehousing and Retail. There could be up to 5 tenants, all of who will be required to get their own sign permits.

B. Perron asked if the proposed renters would access their space from the front of the building or the rear. The tenants will access their space from the front office space. There will be an elevator in the main lobby.

B. Thompson inquired what the height of the building is proposed to be. The building is proposed to be 26'. The HVAC system on top will be approximately 4'.

The Applicant is hopeful to begin construction in Spring but needs to secure State permits.

B. Thompson asked how many restrooms would be in the building. There will be 4 or 5.

New Business:

Application of MSW Trust requesting Conditional Use Approval in accordance with Sections 401, 408, and 802 of the 2019 St. Albans Town Unified Development Bylaws. The property is located at 133 North Road in the Lakeshore District within the Flood Hazard Overlay and owned by the Applicant.

The Application was represented by Michael Walsh. There were no Interested Parties. B. Thompson recused himself. C. Boissoneault explained that she and her husband are abutting property owners, but she had reviewed the application and was certain she could make a decision without conflict. M. Walsh was okay with C. Boissoneault making a decision.

M. McKennerney swore in the Applicant.

M. Walsh explained he was proposing to raise an existing seasonal camp to approximately 105' elevation, put a 9'x30' addition of the east side of the camp, and replace a 10'x6' shed with a 10'x16' shed.

The camp will be supported by concrete piers. Pressure treated beams for the new addition will be attached to the piers with hurricane straps. The camp and addition will use materials to ensure it is float proof in the event of a flood.

A. Omartian asked what the elevation of the shed would be. The shed is proposed to sit at 102' elevation. B. Perron explained the shed will not require flood review if it sits at 102' elevation; it will only be subject to a building permit. M. McKennerney asked if there would be any mechanicals in the shed. There will not. The shed is proposed to be squared with the camp. C. Boissoneault asked what the use of the shed would be. M. Walsh explained the larger shed is needed for storage. M. McKennerney asked if the Applicant ever intends to use the shed as a domicile. The Applicant has no intentions. B. Perron explained the Board had received an email from an abutting land owner who wanted to be sure there were no plans to inhabit the shed. She explained in the event that situation was to occur, a wastewater permit would need to be obtained from the State and a Certificate of Compliance would be required from the Town, as well as paying Impact Fees. The email also requested the door of the shed be faced away from the neighboring camp. B. Perron explained that the Board cannot decide which way a shed will face.

C. Boissoneault asked if the Applicant intends to return the road to the original condition post construction. The Applicant confirmed, and stated he is the road foreman.

Continued application of Revive Salon and Spa, LLC requesting Conditional Use and Site Plan Amendment for a Change of Use to Business Services in accordance with Sections 404, 409, 802 and 803 of the 2016 St. Albans Town Unified Development Bylaws. The property is located at 141 Fairfax Road in the Mixed Residential/Commercial District and owned by Franklin County Humane Society, Inc.

This Application was withdrawn by the Applicant.

Deliberative Session

MOTION: M. McKennerney made a motion to enter deliberative session at 7:25 p.m. C. Boissoneault seconded. All in favor, none opposed, motion carried.

MOTION: A. Omartian made a motion to come out of deliberative session at 8:10 p.m. B. Thompson seconded. All in favor, none opposed, motion carried.

Application of GDS requesting Site Plan Amendment

MOTION: A. Omartian made a motion to approve the Application of GDS requesting Site Plan Amendment in accordance with Sections 405, 409 and 803 of the 2016 St. Albans Town UDB's; and Sections 406, 410, and 803 of the 2019 proposed St. Albans Town UDB's. The property is located at 498 Franklin Park West, Lot 24 in the Commercial and Industrial Districts in the 2016 UDB's, and Commercial District within the proposed 2019 UDB's; both within the Designated Growth Center and owned by the Applicant with the following conditions: 1. All State and Federal Permits are the Owner's responsibility, 2. Certification by a registered engineer shall be provided to the ZA certifying the improvements have been completed as per the DRB approved plans 3. A new plan shall be submitted showing the removal of the landscaping, the addition of the security fence, addition of the paved area, and the addition of a gate with a knox box, 4. All previous conditions shall remain in effect unless otherwise amended by this decision, 5. A Conditional Certificate of Approval may be granted by the Zoning Administrator pending approval of the hydrant by the Fire Chief. The fire hydrant location shall be resolved within 12 months of this decision by the DRB. 6. The Letter of Credit shall remain in effect, and 7. To accept the amended findings of fact and conclusions of law listed in the Zoning Administrator's staff report dated March 1st, 2019. M. McKennerney seconded the motion. All in favor, none opposed, motion carried.

Application of Malone Dorset Street Properties, LLC and North Star Masonry, Inc. requesting Site Plan, PUD, and Conditional Use Approval

MOTION: B. Thompson made a motion to approve the Application of Malone Dorset Street Properties, LLC and North Star Masonry, Inc. requesting Site Plan, PUD, and Conditional Use Approval in accordance with Sections 405, 409, 802, 803, and 804 of the 2016 St. Albans Town UDB's, and Sections 406, 410, 802, 803, and 804 of the proposed 2019 UDB's. The property is located on Lot 20 within Franklin Park West in the Commercial District within a Designated Growth Center under both the 2016 and proposed 2019 UDB's and owned by Malone Dorset Street Properties, LLC with the following conditions: 1. All State and Federal Permits are the Owner's responsibility, 2. Certification by a registered engineer shall be provided to the ZA certifying the improvements have been completed as per the DRB approved plans, 3. A Letter of Credit shall be provided to the Town of St. Albans in the amount of \$40,000 prior to the issuance of any permits to be used for landscaping and infrastructure, and 4. to accept the amended findings of fact and conclusions of law listed in the Zoning Administrator's staff report dated March 1, 2019. C. Boissonault seconded the motion. All in favor, none opposed, motion carried.

Application of MSW Trust requesting Conditional Use Approval

MOTION: M. McKennerney made a motion to approve the Application of MSW Trust requesting Conditional Use Approval in accordance with Sections 401, 408, and 802 of the 2019 St. Albans Town Unified Development Bylaws. The property is located at 133 North Road in the Lakeshore District within the Flood Hazard Overlay and owned by the Applicant with the following conditions: 1. All State and Federal Permits are the Owner's responsibility, 2. An elevation certificate shall be forwarded to the Zoning Administrator at the completion of the project, 3. Certification by a registered engineer shall be provided to the ZA certifying the improvements have been completed as per the DRB approved plans and, 3 to accept the amended findings of fact and conclusions of law listed in the Zoning Administrator's staff report dated March 1st, 2019. C. Boissoneault seconded the motion. All in favor, none opposed, motion carried.

Minutes:

MOTION: A. Omartian made a motion to accept the minutes from the DRB meetings dated February 14th, 2019 and February 28th, 2019. C. Boissoneault seconded. All in favor, none opposed, motion carried.

Adjournment:

MOTION: C. Boissoneault made a motion to adjourn the DRB meeting at 8:30 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

Ashley Toof

Mike McKennerney

Christina Boissoneault