

The Town of St. Albans  
PLANNING COMMISSION MINUTES  
Town Hall, 579 Lake Road  
November 12<sup>th</sup>, 2019 at 6:30 p.m.

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Minutes

**Present:** G. Henderson (Chair), B. Brigham (Vice Chair), E. Creley (Clerk), Casey Toof  
**Staff Present:** Ned Connell, Director of Administration, AJ Johnson, Administrative Assistant  
**Public Present:**

**CALL TO ORDER**

G. Henderson called the meeting to order at 6:30 p.m.

**STORMWATER UTILITY – PROJECT KICK-OFF PRESENTATION BY CONSULTANT**

The consultant was unavailable to make the meeting due to illness. They will attend the next meeting which is scheduled for November 19<sup>th</sup>.

**CAPITAL IMPROVEMENT PROGRAM – REVIEW FINAL DRAFT 2021 - 2030 USING INFRASTRUCTURE DEVELOPMENT RESERVE FUNDS**

The PC reviewed the draft of the 2021 – 2030 Capital Improvement Program again. N. Connell agreed to make a change to the foot notes. The PC agreed to approve recommending the CIP with the amendments to the footnotes.

**MOTION: E. Creley made a motion to recommend the Capital Improvement Program with the approved edits and additions in the footnotes to the Selectboard for adoption. B. Brigham seconded. All in favor, none opposed, motion carried.**

**PROJECT REVIEW POLICIES AND PROCEDURES FOR SUBMISSIONS AS A PREFERRED SITE UNDER THE CERTIFICATE OF PUBLIC GOOD PROCEDURES FOR THE VERMONT PUBLIC UTILITY COMMISSION**

N. Connell stated there will be an applicant appearing before the PC at the next meeting to discuss receiving a preferred site designation from the Town so they may receive their Certificate of Public Good. N. Connell reiterated the PC's preferences for a solar location within the Town. These included screening, copies of lease agreements, and decommissioning information as well as others.

**CORRESPONDENCE**

The PC received correspondence from Taylor at NRPC regarding the Town of Fairfield updating their Development regulations. They also received correspondence stating the City of St. Albans is updating their Bylaws. Lastly, the PC was informed of a large Act 250 application in the Industrial Park.

**PUBLIC COMMENT**

No public.

**OTHER BUSINESS**

The PC discussed the new fee structure which includes an Impact Fee for bicycle and pedestrian infrastructure. The Zoning office is working with an Applicant on a proposed application for a two-lot subdivision. Due to the fee per linear foot of frontage along these lots, the applicant will be required to pay over \$26,000 in bike and ped impact fees. This was not the intent of the Planning Commission when creating the sidewalk impact fee. A. Johnson explained the applicant will likely be bringing this to the attention of the Selectboard, and the Planning Commission may need to revisit the issue in the near future.

**SCHEDULE**

The next PC meeting is scheduled for Tuesday, November 19<sup>th</sup>.

**MINUTES**

**MOTION: B. Brigham made a motion to approve the meeting of the meeting dated October 22<sup>nd</sup>, 2019. C. Toof seconded. All in favor, none opposed, motion carried.**

**ADJOURNMENT**

**MOTION: B. Brigham made a motion to adjourn the meeting at 7:45p.m. All in favor, none opposed, motion carried.**

Respectfully submitted,  
AJ Johnson, Administrative Assistant

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**Grant Henderson, Chair**

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**Date**

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**Brent Brigham, Vice Chair**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Erin Creley, Clerk**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Casey Toof**

\_\_\_\_\_  
**Date**