

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

On Thursday, November 14th, 2019 at 6:30 p.m., the Town of St. Albans Development Review Board met at Town Hall for hearings.

Present: Chair, Brent Brigham, Clerk Bruce Thompson, Christina Boissoneault, Mike McKennerney, Jonathan Giroux, 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.

Application of Pete West Construction requesting Sketch Plan, Final Plat, and Site Plan Approval of a 6 Lot Subdivision with 60' wide ROW in accordance with Sections 200-209, 403, and 803 of the St. Albans Town Unified Development Bylaws. The property is located at Brigham Road 311 Across From in the Rural District and owned by the Applicant.

The Application was represented by Pete West, Applicant and Brad Ruderman, Engineer. Abutting land owner, Real Cyr requested Interested Party Status.

MOTION: M. McKennerney made a motion to grant Interested Party Status to Real Cyr as an abutting land owner. C. Boissoneault seconded. All in favor, none opposed. Motion carried.

B. Thompson swore in the Applicants and the Interested Party.

The Applicant explained there is currently a 16-acre vacant lot with 450 feet of road frontage which is proposed to be broken into six building lots. The lots will be accessed via a 60' ROW utilizing a 24' wide private gravel road with a cul-de-sac.

1 shared communal mound on Lot 4 is being proposed with a pump station for each dwelling. Each lot will have an individual water supply. The wastewater permit and the construction / demolition permit have been applied for through the State.

Two small dry-detention ponds are being proposed. The plans provided to the Board need to be updated to show an easement to provide maintenance to the detention pond on Lot 1. The detention pond on Lot 6 can be accessed through the road.

B. Brigham asked if a State stormwater permit was necessary. P. West explained that because the impervious surface is being kept under an acre, the stormwater permit is not necessary. In total 9/10th of an acre of impervious surfaces are being proposed.

B. Brigham asked for clarification that each individual pump station pumps to a larger station and then goes through the mound system. It was confirmed.

B. Brigham asked if there is a proposed Homeowner's Association due to the future shared septic and road maintenance responsibilities. The Applicant confirmed and stated draft documentation has been submitted.

B. Thompson asked if the Applicant is providing any landscaping. There is none proposed; landscaping will be the responsibility of the home owners.

At this time the Applicant is not proposing to construct a sidewalk. There was discussion about the newly implemented impact fees for Bicycle and Pedestrian Infrastructure. The fees went in effect on November 3rd. Based on the Impact Fee ordinance, the Applicant will be responsible to pay around \$8,300 to the Town. B. Perron anticipates a discussion between the Selectboard about the new Impact Fee as there appear to be some unintended consequences; the fee schedule could change based upon these conversations. The fee will be due when the building permits are submitted.

B. Thompson inquired how the HOA works if, for example, there is only 1 house constructed. P. West explained that he will have 5 parts and the other homeowner will have 1 part. B. Thompson asked if the HOA will be responsible for road maintenance. P. West confirmed. B. Thompson asked if the private road will ever be maintained by the Town. P. West explained that would be up to the HOA, but he does not intend to pave the road. It will be a gravel road only.

B. Thompson inquired if there are any street lights proposed. There are not. B. Brigham asked if underground power will be utilized. The applicant confirmed.

B. Thompson asked for clarification about the lack of contour lines shown on the plan. The lot is relatively flat, but a few lines are shown. Stormwater is proposed to utilize grass swales to sheet flow to a ditch line with stone lining.

The Fire Department and Public Works Director reviewed the plan. Although there are no current plans for the road to be paved and taken over by the Town, A. Mashtare requested the cul-de-sac not utilize curbing as it is difficult for snow storage. Fire Chief B. Cross requested a fire hydrant be placed near the development entry. P. West wondered if this was a written standard as there are two hydrants within 600 feet of the development entry. B. Perron asked if the existing hydrants were within 500 feet of the proposed houses in the development. P. West stated the furthest house from the existing hydrants are over 500 feet away. B. Perron said the DRB could make a condition of approval that the Applicant is responsible for working out the hydrant with the Fire Department. P. West said he will reach out to B. Cross.

B. Thompson asked when the project would be done. P. West explained he would build the houses as there is interest.

B. Perron asked if the culverts in the driveways meet town standards should the HOA ever decide to bring the road up to Town specs to have it taken over. There is an 18" requirement that the Applicant agreed he would adhere to.

Interested Party, R. Cyr asked if there would be trees on the outside edge of the cul-de-sac to block the lights from the cars shining onto his property. There are none proposed.

J. Giroux wondered why the Applicant was proposing to dig wells instead of utilizing City water. The Applicant explained that digging wells will be cheaper than buying the supplies to hook up to municipal water and paying the associated fees to the City.

Deliberative Session

MOTION: B. Thompson made a motion to enter deliberative session at 7:15 p.m. C. Boissoneault seconded. All in favor, none opposed, motion carried.

MOTION: B. Thompson made a motion to come out of deliberative session at 8:00 p.m. J. Giroux seconded. All in favor, none opposed, motion carried.

Application of Pete West Construction requesting Sketch Plan, Final Plat, and Site Plan Approval

MOTION: C. Boissoneault made a motion to approve the Application of Pete West Construction requesting Sketch Plan, Final Plat, and Site Plan Approval of a 6 Lot Subdivision with 60' wide ROW in accordance with Sections 200-209, 403, and 803 of the St. Albans Town Unified Development Bylaws. The property is located at Brigham Road 311 Across From in the Rural District and owned by the Applicant with the following conditions: 1) An updated plan shall be submitted to the Zoning Administrator showing the following: A) A fire hydrant as per the letter of impact from Fire Chief Cross, B) 18 inch culverts in the driveways instead of the 15 inch culverts shown, and C) the easement for the stormwater pond located on Lot 1, 2) To accept the amended findings of fact and conclusions of law listed in the Zoning Administrators staff report dated November 6th, 2019, 3) Upon completion of the project, the Applicant shall provide certification by a registered engineer that the project has been completed as per the plans approved by the DRB, 4) Prior to the issuance of the first Certificate of Compliance, the road and cul-de-sac must be completed and certified by a registered engineer, 5) A mylar shall be filed in accordance with State statute requirements, and 6) All State and Federal Permits are the Owner's responsibility. M. McKennerney seconded the motion. All in favor, none opposed, motion carried.

Minutes:

MOTION: C. Boissoneault made a motion to accept the minutes from the DRB meeting dated October 10th, 2019. M. McKennerney seconded. All in favor, none opposed, motion carried.

Adjournment:

MOTION: M. McKennerney made a motion to adjourn the DRB meeting at 8:10 p.m. C. Boissoneault seconded. All in favor, none opposed, motion carried.

**Respectfully Submitted,
AJ Johnson, Administrative Assistant**

Brent Brigham, Chair

Bruce Thompson, Clerk

Jonathan Giroux

Christina Boissoneault

Mike McKennerney