

The Town of St. Albans
PLANNING COMMISSION MINUTES
Meeting held via Zoom Conference Call
August 25th, 2020 at 6:30 p.m.

Minutes

Present: Erin Creley, Al Voegele, Anne Pomeroy, Hannah Rounds, Casey Toof
Staff Present: AJ Johnson, Administrative Assistant
Public Present:

C. Toof joined the meeting at 7:06 p.m.

Zoom Meeting ID: **891 666 5632**

CALL TO ORDER

E. Creley called the meeting to order at 6:30 p.m. The Pledge of Allegiance was recited.

CHANGES TO THE AGENDA

The PC agreed to table the draft Bicycle and Pedestrian Impact Fee Ordinance to allow C. Toof to be a part of the conversation.

MOTION: A. Voegele made a motion to table the Impact fee discussion until the end of the meeting. A. Pomeroy seconded. All in favor, none opposed, motion carried.

REVIEW DRAFT ST. ALBANS BAY VILLAGE DESIGNATION APPLICATION TO THE VERMONT DOWNTOWN PROGRAM

A. Johnson provided a brief update to the PC. There are still items missing from the application. The Town needs to provide notification of intent to apply for a Village Designation to Northwest Regional Planning Commission and Regional Development. Additionally, the Town will need to submit a “Description of Planning Efforts in the Bay”, and “Photographs of the Proposed Designation Area”. A. Johnson stated that she or J. Gray would walk around to key points and take photos to submit as part of the application. A. Voegele wondered if drone footage would benefit the photos. The PC wondered why the proposed Village area was as concentrated as it is, and wondered if it could be expanded in the future. E. Creley explained the designation should be confined to active historic points, community anchor points, and have limited residential use.

CORRESPONDENCE

The PC received correspondence from DG Vermont Solar, LLC regarding a 45-Day notice for the 2.2 MW Allen Solar Project at 1125 Sheldon Road, St. Albans. The Applicant is preparing to file a petition for a Certificate of Public Good. The proposed project will be located on 16 acres on an 85+ acre parcel.

PUBLIC COMMENT

None.

OTHER BUSINESS

E. Creley noted that N. Connell was on leave with the Town. The PC wondered if the Town would be soliciting a new planner. E. Creley was unsure, but explained that would be a task of the Town Manager. The PC had a lengthy discussion about the various roles of employees and what future needs would be based on the Town’s growth and desires. The PC reached consensus to request the Town Manager to join a future meeting to provide an update on Town staff, their roles, and the intent for the future.

The PC is unsure what the future will look like for their responsibilities.

The PC had a brief discussion regarding the Selectboard’s discussion about the Stormwater Utility.

SCHEDULE

Next meeting Tuesday, September 8th.

MINUTES

MOTION: A. Voegele made a motion to approve the minutes from August 11th, 2020. A. Pomeroy seconded. All in favor, none opposed, motion carried.

REVIEW DRAFT BICYCLE AND PEDESTRIAN IMPACT FEE ORDINANCE PER NEEDED CHANGES – RECOMMENDATION TO THE SELECTBOARD

MOTION: A. Voegele made a motion to return to the review of the draft Bicycle and Pedestrian Impact Fee Ordinance. A. Pomeroy seconded. All in favor, none opposed, motion carried.

The PC reviewed the draft Bicycle and Pedestrian Infrastructure Impact Fee Ordinance and agreed to recommend it to the Selectboard.

C. Toof joined the meeting.

MOTION: A. Voegele made a motion to recommend the draft Bicycle and Pedestrian Impact Fee Ordinance to the Selectboard as presented. A. Pomeroy seconded. All in favor, none opposed, motion carried.

The PC wondered if it would be appropriate to meet with the Selectboard regarding the Bike & Ped. Impact Fee and the proposed Stormwater Utility.

ADJOURNMENT

MOTION: A. Pomeroy made a motion to adjourn the meeting at 7:20 p.m. All in favor, none opposed, motion carried.

Respectfully submitted,
AJ Johnson, Administrative Assistant

_____	_____
Erin Creley, Chair	Date
_____	_____
Casey Toof, Vice Chair	Date
_____	_____
Al Voegele, Clerk	Date
_____	_____
Anne Pomeroy	Date
_____	_____
Hannah Rounds	Date