

**Town of St. Albans
Development Review Board Meeting Minutes
Thursday, September 22nd, 2022
6:30 p.m.**

On Thursday, September 22nd, 2022 at 6:30 p.m., the Town of St. Albans Development Review Board met at Town Hall for the following hearings.

Present: Vice Chair Arthur Omartian, Christina Boissoneault, Allison Hickey, Tom Stanhope, Zoning Administrator, Megan Sherlund, Administrative Assistant, AJ Johnson
Absent: Chair, Brent Brigham, Clerk, Mike McKennerney, Ellen Baker

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

New Business

Application of City of St. Albans requesting Site Plan Amendment to accommodate multiple changes to the previously approved Site Plan in accordance with Sections 406 and 803 of the St. Albans Town Unified Development Bylaws. The property is located at 179-181 Congress St in the Commercial District within a designated Growth Center and is owned by the Applicant.

The Application was represented by Nick Bouton of Cross Consulting and Marty Manahan, City of St. Albans Director of Public Works. Al and Dale McFeeters, abutting land owners, requested Interested Party Status.

MOTION: C. Boissoneault made a motion to request Interested Party Status to Al and Dale McFeeters. T. Stanhope seconded. All in favor, none opposed, motion carried.

The Applicants were sworn in by C. Boissoneault.

N. Boutin presented a list of project revisions as submitted on Exhibit 2. N. Boutin read the document and presented the Site Plan. For ease of recording, the document was submitted as follows:

1. A concrete pad was added for the bike rack adjacent to the asphalt ADA parking area.
2. A grass walkway and 12" culvert were added to provide pedestrian access between the existing recreation field and pool area during events.
3. The pool fence north of the pool was revised to allow for cabanas inside the fence and a gate was added at the grass walkway.
4. Seven light poles and eight fixtures were added around the pool deck for summer lighting when the dome is down. The light pole next to the service drive was relocated.
5. The concrete pool deck was extended to the pool house foundation to eliminate the landscaped area between the dome and pool house.
6. A concrete sidewalk was added southwest of the pool house. This walkway provides visitors parked at the ADA parking a direct route to the main entrance of the pool house.
7. The dumpster pad and northern most parking isle were mirrored. The dumpster pad was moved closer to the pool house to lineup with the easternmost drive isle and was increased in size. The fence around the dumpster was changed to a black chain link fence to match the pool fence.
8. A 3" data conduit and ½" gas line was added between the new pool house and existing ski lodge. Both services run parallel to the 8" water service under the crushed stone parking area.
9. A kiosk was added northeast of the ski lodge. A flagpole will be installed next to the kiosk.
10. The gas service was not constructed along the recreation path. It was extended down Congress Street and follows the access drive.
11. The electric service was not constructed across the meadow west of the dog park. It was also constructed alongside the access drive.
12. A 20.5'x12.5' maintenance shed was added east of the snow making building. This is a portable building and can be moved.
13. The fire hydrant will be moved south of the snow making access drive away from the ski lodge.
14. Four white spruce coniferous trees will provide screening between the equipment and maintenance storage and the Eastview Condominiums. They will be 8'-9' when planted and grow to 40'-60'.
15. A gravel pedestrian swale crossing was added between the overflow parking and ADA parking. A 12" culvert was also added.
16. A sign for the project was added at the new access on Congress St.
17. A 6.5'x8.5' equipment shed was added north of the parking area adjacent to the existing recreation field. This is a portable building and can be moved.
18. A movable black bike rack was added between the dumpster pad and concrete steps. This is in addition to the bike rack adjacent to the ADA parking.
19. Two 40'x100' areas are shown on the existing recreation field for seasonal and team tents for use during events. These areas are to remain grass.

20. A seasonal play structure “Gaga Ball Pit” exists at the west end of the existing recreation field.
21. A grass crossing and 12” culvert were added in the swale north of the pump station to allow for maintenance access to the pump station. An 18” culvert and swale crossing were also added north of the existing recreation field to allow maintenance trucks to access the pump station via the existing recreation field.
22. A 26.5’x11.5’ maintenance shed was added north of the existing recreation fields adjacent to the additional parking at the end of the Gratton Road. This is a portable building and can be moved.
23. A 50’X100’ equipment barn was added north of the existing recreation field at the southwest corner of the back field. The barn will be accessed by a grass drive extending from the Gratton Road parking. This is a planned future project to assist with storage of equipment off-season. This barn was previously approved in a slightly different location. Power will be fed to the barn via an underground cable extending from the ski lodge.

A. Omartian asked for the height of the buildings of number 22 and 23. N. Boutin stated they will be less than 30’ in height, but they do not have exact plans yet.

A. Omartian questioned if these items are planned for the future. N. Boutin confirmed. The buildings have not been constructed yet.

A. Omartian inquired if the access road had been changed from the first time the DRB saw the pool project. N. Boutin confirmed, the access had to be redesigned due to State regulations to eliminate wetland impacts.

M. Sherlund explained the changes to the gas and electric service was the companies choice and not at the request of the Applicant.

D. McFeeters asked when the storage barn will be built. There is no anticipated schedule. She inquired if there will be any screening added. Trees will be planted to screen the snowmaking building.

The Applicant was asked when the sheds will be moved. One shed will be moved once approvals are obtained, the other shed will not be moved until the pole barn is built.

A. Omartian questioned if D. McFeeters can hear the snow making during the winter. She confirmed, but stated it isn’t bad and she has no complaints.

Deliberative Session

MOTION: A. Hickey made a motion to enter deliberative session at 6:45 p.m. T. Stanhope seconded. All in favor, none opposed, motion carried.

MOTION: A. Omartian made a motion to come out of deliberative session at 7:20 p.m. A. Hickey seconded. All in favor, none opposed, motion carried.

Application of Commons Associates L.P requesting Conditional Use Approval

MOTION: A. Omartian made a motion to approve the Application of City of St. Albans requesting Site Plan Amendment to accommodate multiple changes to the previously approved Site Plan in accordance with Sections 406 and 803 of the St. Albans Town Unified Development Bylaws. The property is located at 179-181 Congress St in the Commercial District within a designated Growth Center and is owned by the Applicant with the following conditions: 1) The Applicant shall obtain a letter from the Fire Chief reviewing and approving the changes, 2) Upon completion of the project, and prior to the issuance of a Certificate of Compliance, the Applicant shall provide certification by a registered engineer that the project was completed as approved by the DRB, 3) All previous conditions shall remain in effect unless otherwise amended by this decision, 4) All State and Federal Permits are the Applicants responsibility and a copy shall be given to the Zoning Administrator for the file, 5) The Applicant shall agree to and comply with all findings of fact and conclusions of law listed in the staff report as well as all conditions of approval in the decision, 6) the Board accepts the amended findings of facts and conclusions of law as provided in the Zoning Administrators staff report dated September 15th, 2022. T. Stanhope seconded the motion. All in favor, none opposed, motion carried.

Minutes

MOTION: T. Stanhope made a motion to approve the minutes from the meeting of September 8th, 2022. C. Boissoneault seconded. All in favor, none opposed, motion carried.

Adjournment

**MOTION: T. Stanhope made a motion to adjourn the DRB meeting at 7:30 p.m. A. Hickey seconded.
All in favor, none opposed, motion carried.**

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