

The Town of St. Albans  
PLANNING COMMISSION MINUTES  
Meeting at Town Hall  
September 26<sup>th</sup>, 2023 at 6:30 p.m.

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Minutes

**Present:** Sarah Hadd, Hannah Rounds, Amanda Headley, J. Nakuma Palczewski, and Al Voegele

**Staff Present:** Director of Community Development, Megan Sherlund and Administrative Assistant, Kimberly Kissinger

**Public Present:** North Regional Planning Commission (NRPC), Greta Brunswick

**CALL TO ORDER**

Chair, Sarah Hadd called the meeting to order at 6:40 p.m.

**CHANGES TO THE AGENDA**

No changes.

**BYLAW MODERNIZATION UDATE: Greta Brunswick, NRPC, Recommendation for St. Albans Bay Village Core District**

G. Brunswick began with a slide presentation and discussion of zoning recommendations for St. Albans Bay and included changes received from M. Sherlund regarding potential bylaw revisions. The primary recommendation is changing the current Overlay District to a stand-alone district called Village Core District. Topics of discussion included proposed edits to the existing Overlay District Purpose Statement, proposed Village Core District boundary areas, and the Residential District surrounding the proposed Village Core District and its Purpose Statement. G. Brunswick discussed Village Core District proposed dimensional standards and minimum lot size, setbacks and frontage. Some concerns from the Commission included accommodating connections to the St. Albans City plan, zoning for maximum density allowing for long-term goals, the school's water source, mapping, types of uses and next steps in the process.

The Commission agreed the next step should be a public hearing to gather input from residents. The Commission also agreed to present the proposed Village Core District to the Select Board separately from the bylaws modernization changes.

**REVIEW STATEMENT OF CHANGES AND BYLAW UPDATES**

M. Sherlund provided an update of the major proposed changes to the bylaws in response to the newly passed Act 47. The major proposed changes to the Town's bylaws will impact Article 1, Article 3.3, Article 4, Article 5, Article 7.3, Article 8, Article 10 and Article 11.

**MOTION TO ACCEPT STATEMENT OF CHANGES**

**MOTION: A. Headley made a motion to accept statement of changes. H. Rounds seconded. All in favor, none opposed, motion carried.**

**MOTION TO HOLD PUBLIC HEARING FOR BYLAW UPDATES**

**MOTION: A. Headley made a motion to hold a public hearing for bylaw updates. H. Rounds seconded. All in favor, none opposed, motion carried.**

**CORRESPONDENCE**

None.

**PUBLIC COMMENT**

None.

**OTHER BUSINESS**

G. Brunswick discussed a regional master planning project supported by a Federal Highway Administration Grant that has been sub granted to a few selected Vermont communities. The Town of St. Albans was the only community selected from Franklin County with the other Vermont counties being Washington, Addison and Chittenden. The purpose of the project is to align development with public transit. The Town will have the opportunity to select their top three consultants from a pool of eight selected contractors and will be matched with one of the three choices to work with the Town as a consult for the project.

G. Brunswick mentioned a real estate market demand analysis to help identify protentional sites in assisting the housing crunch in Vermont.

M. Sherlund provided a Health Path Feasibility Study update stating an extension has been granted allowing the plan to be completed by December 1<sup>st</sup>, 2024. There will be one more public outreach hearing in the spring.

M. Sherlund mentioned a master planning outreach meeting for the old Department of Public Works area is scheduled for October 24<sup>th</sup>, 2023. A direct invitation will be mailed to residents in the Bay. She also mentioned the potential to add the new district information to this meeting.

**CREATE AGENDA FOR NEXT MEETING: October 10<sup>th</sup> at 6:30 p.m.**

#### **MINUTES**

M. Sherlund will email meeting minutes from 9/12/23 meeting to Commission members for review.

#### **ADJOURNMENT**

S. Hadd adjourned the meeting at 8:17 p.m.

Respectfully submitted,  
Kimberly Kissinger, Administrative Assistant