

The Town of St. Albans  
PLANNING COMMISSION MINUTES  
Meeting at Town Hall  
October 25<sup>th</sup> 2022 at 6:30 p.m.

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Minutes

**Present:** Sarah Hadd, Hannah Rounds, Al Voegele

**Staff Present:** Zoning Administrator, Megan Sherlund, AJ Johnson

**Public Present:**

**CALL TO ORDER**

Chair, S. Hadd called the meeting to order at 6:35 p.m. The Pledge of Allegiance was recited.

**CHANGES TO THE AGENDA**

None.

**DISCUSSION: MUNICIPAL PLANNING GRANT**

NRPC reached out to the Town to ask if there are any planning projects we intend to submit a Municipal Planning Grant (MPG) for. If so, NRPC would be happy to review the draft. M. Sherlund explained to the PC that last year, the Town applied for a grant to study what can be done with the old DPW building located on the water on Georgia Shore Road. She requested to review the previous submittal, add new information, and resubmit for the same project. The PC agreed. M. Sherlund agreed to get a draft grant submittal prepared for the PC meeting in November.

**MOTION: A. Voegele made a motion to authorize the Chair to sign a recommendation to the Selectboard to apply for a Municipal Planning Grant. H. Rounds seconded. All in favor, none opposed, motion carried.**

**DISCUSSION: BYLAW MODERNIZATION UPDATE**

NRPC provided an update via email. A final draft of the housing needs assessment was submitted to NRPC and they continue the work to audit bylaws. They would like to schedule 2 meetings with the PC, one in December to review specific housing needs and the second in January or February to review the bylaw audit and their recommendations. The PC would like to meet with NRPC at the first meeting in December.

**CORRESPONDENCE**

None.

**OTHER BUSINESS**

There was a brief discussion regarding future projects for the Planning Commission.

**CREATE AGENDA FOR NEXT MEETING: NOVEMBER 15<sup>TH</sup>**

The PC will not meet on November 8<sup>th</sup> due to Election day and will not meet on the 22<sup>nd</sup> due to the close proximity of the Thanksgiving holiday. Instead, they will meet on November 15<sup>th</sup> to review the draft MPG.

**MINUTES**

**MOTION: A. Voegele made a motion to accept the minutes from the October 11<sup>th</sup> Planning Commission meeting. H. Rounds seconded. All in favor, none opposed, motion carried.**

**ADJOURNMENT**

**MOTION: A. Voegele made a motion to adjourn the meeting at 7:14 p.m. H. Rounds seconded. All in favor, none opposed, motion carried.**

Respectfully submitted,

AJ Johnson, Administrative Assistant