

The Town of St. Albans
PLANNING COMMISSION MINUTES
Meeting at Town Hall
November 28th, 2023 at 6:30 p.m.

Minutes

Present: Al Voegele, Hannah Rounds, Amanda Headley

Absent: Sarah Hadd, J. Nakuma Palczewski

Staff Present: Director of Community Development, Megan Sherlund

Public Present: None

CALL TO ORDER

Vice Chair, Hannah Rounds called the meeting to order at 6:41 p.m.

CHANGES TO THE AGENDA

No changes.

DISCUSSION ON CURRENT PROJECTS: HEALTH PATH FEASIBILITY STUDY, ROUTE 7 SOUTH SIDEWALK, FORMER DPW MASTER PLAN, BYLAW MODERNIZATION:

M. Sherlund gave the Commission the following brief update on current projects happening in the Town.

Health Path Feasibility Study: VHB is working on final alternative path options. The connection between the Hard'ack property and the Congress Street intersection is being re-evaluated. There are currently two options to cross through Frank Cioffi's property on the corner of Congress Street and Route 104. The first option is through an existing electric ROW; crossing Congress Street mid-block to connect with the Hard'ack walking trail. The 2nd option is to continue along Route 104, heading west on Congress Street on the south side of the road, then crossing mid-block at the Hard'ack walking trail.

Route 7 South Sidewalk: The Town has not yet received the VTRANS permit, as plans have been resubmitted to address a list of questions regarding the project. A re-bid will need to take place in January or February 2024 to award a construction contract. The project will be proposed with an anticipated end of June 2024 completion deadline.

Former DPW Site Master Plan: VHB is reviewing comments received from the first Public Outreach Meeting and will create a first draft site plan with options including a playground, small craft boat launch, and a full-size boat launch. They will also look at options for keeping the salt shed with adaptive reuses for the building such as a removable skating rink, dog park area, community arts area, as well as other options. The next public outreach meeting will be in December 2023 or January 2024.

Bylaw Modernization: NRPC is still working on creating a Village Core District to better regulate property located within the Designated Village Center. Phase 2 of edits to the Bylaws will include review of the PUD, Site Plan, and other standards throughout the document.

There were no further questions.

DISCUSSION ON FUTURE PROJECTS: ROUTE 7 NORTH SHARED USE PATH, VILLAGE CENTER MASTER PLAN, TRANSIT ORIENTED DEVELOPMENT STUDY, CAPITAL IMPROVEMENT PLAN:

M. Sherlund gave the Commission the following update on future projects for the Town.

Route 7 North Shared Use Path: The Town was awarded the grant from VTRANS to complete plans for a pedestrian path from the terminus of the sidewalk in the City along Route 7; extending to the Town of Swanton and St. Albans boundary line. An RFP will be created and released in December 2023 or January 2024. The project could take up to 2 years to complete.

Master Plan for the Village Center: Application was submitted to ACCD on November 2nd for the Municipal Planning Grant. Awards should be announced in December 2023. If the Town is awarded the grant, the project will fund the review of the Village Center; including transportation, land use, zoning regulations, character and future use analysis of the area.

Capital Improvement Plan: The 5-year plan is due to renew in 2025. The Commission will start reviewing the existing plan for updates in 2024 with the appropriate Department Heads and Staff.

There were no further questions.

CORRESPONDENCE

None.

PUBLIC COMMENT

None.

OTHER BUSINESS

None.

CREATE AGENDA FOR NEXT MEETING: December 12th at 6:30 p.m.

Create Schedule for 2024 meetings.

ADJOURNMENT

MOTION: A. Headley made a motion to adjourn the meeting at 8:12 p.m. A. Voegele seconded. All in favor, none opposed, motion carried.

Respectfully submitted,

Megan Sherlund, Director of Community Development