

The Town of St. Albans
PLANNING COMMISSION MINUTES
Meeting held via Zoom Conference Call
July 14th, 2020 at 6:30 p.m.

Minutes

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

Zoom Meeting ID: 867-9645-4836

CALL TO ORDER

E. Creley called the meeting to order at 6:30 p.m. Due to a lack of an American flag, the Pledge of Allegiance was not recited.

A. Voegelé requested that “changes to the agenda” be on every agenda forthcoming.

FINAL REVIEW AND RECOMMENDATION OF DRAFT STORMWATER UTILITY/ORDINANCE TO THE SELECTBOARD

The PC reviewed the final draft of the proposed Stormwater Utility/Ordinance had a lengthy discussion. N. Connell explained the most recent changes which included defining wetlands and clearly defining the term “Non-Single-Family Residence” (NSFR). The PC asked N. Connell to add “Property” and “Parcel” the definitions as well as the verbiage regarding what a NSFR is considered. The PC discussed how mobile home parks would be charged as well as owners of condominiums (both Residential and Commercial). N. Connell explained each mobile home would be considered 1 ERU (Equivalent Residential Unit). If there are no defined lot lines in the mobile home parks, the park owner is charged for the total of the park and may pass the fees along to the homeowners. The PC discussed a fee of \$65 per ERU. Each ERU represents the average area of impervious surface for all Single-Family Residences in the Town, which was determined to be 3,500 square feet. The PC agreed to recommend the draft with the discussed changes to the Selectboard.

MOTION: A. Voegelé made a motion to recommend the draft Stormwater Utility/Ordinance, with the discussed changes, to the Selectboard for consideration. A. Pomeroy seconded. All in favor, none opposed, motion carried.

REVIEW DRAFT BICYCLE AND PEDESTRIAN IMPACT FEE ORDINANCE

The PC continued to review the draft Bicycle and Pedestrian Impact Fee Ordinance. N. Connell recommended the Ordinance be applied to parcels that are on existing Town-maintained and State-maintained roads (as of January 1, 2020).

The PC also agreed to include a section to read “It shall be the policy of the Town to annually allocate a minimum of \$75,000 or 8.5%, whichever is less, from Local Option Tax (LOT) revenue for construction or as the local match against grant funds for bicycle, pedestrian, multi-use paths, and sidewalk construction projects.”

The PC requested that several definitions be added. The review will continue at a future meeting.

CORRESPONDENCE

None.

PUBLIC COMMENT

None.

OTHER BUSINESS

N. Connell announced there will be a Grand Opening ceremony at the Town Forest on August 1st and encouraged people to reserve a spot.

MINUTES

MOTION: H. Rounds made a motion to approve the minutes from June 23rd. A. Pomeroy seconded. All in favor, none opposed, motion carried.

SCHEDULE

Next Meeting: July 28th

ADJOURNMENT

MOTION: A. Voegele made a motion to adjourn the meeting at 8:40 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