

1 **POLICY/PROJECT REVIEW COMMITTEE MEETING MINUTES**

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3 **WEDNESDAY, January 10, 2018**

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5 The meeting of the Policy/Project Review Committee was held at Northwest Regional Planning  
6 Commission in St. Albans, VT. At 5:49 PM, W. Irwin opened the meeting.

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8 **ATTENDANCE:**

9 Commission: Garrett, Harold ; Howrigan, Patrick ; Speer, Neal ; Steen, Colleen ; Charron,  
10 Claude ; Irwin, William ; Jensen, Sylvia ; Voegele, Albin ; Lavoie, Ross ; Larocque, Alisha  
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13 Staff: T. Newton.

14 Guests: None.

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16 **Changes to Additions to the Agenda:**

17 None.

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19 **Public Comment**

20 None.

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22 **Minutes**

23 *A. Voegele motioned to accept the October 2017 minutes as written. C. Steen seconded. All in favor.*

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25 **Project Reviews**

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27 **St. Albans Glass Co and Malone Dorset Street Properties, LLC – Franklin Park West– Town of St.  
28 Albans**

29 *Project Details: Major application. Building 1 will contain 18,200 sq. ft. and Building 2 will contain  
30 15,000 sq. ft. Driveway, utilities, parking, stormwater, and landscaping improvements.*

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32 T. Newton provided an overview of the project and its geographic location. R. Lavoie provided an  
33 overview St. Albans Glass Co. and its business. He said the company prefabricates windows and other  
34 glass-related equipment. A. Voegele noted that there were previous issues with fire hydrants in the  
35 industrial park located too far from the road. The Committee reviewed the plans and agreed that the  
36 proposed hydrant appears to be close enough to the road to be immediately accessible by the Fire  
37 Department.

38  
39 T. Newton noted the lack of connection between the proposed sidewalk and the front of the proposed  
40 structures. A. Larocque asked about stormwater infrastructure and permitting. The Committee  
41 reviewed the state stormwater permits for the project. The Committee also discussed the existing  
42 wetlands on the northeast part of the site which will not be impacted by the project. C. Steen  
43 mentioned that it would be good for the applicant to plan for future bus infrastructure on the site. The

1 Committee agreed. W. Irwin stated that it made sense given the amount of recent development in the  
2 area and its future connection to VT Route 105.

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4 *R. Lavoie motioned to find that the applicant's proposal is in conformance with the Regional Plan, and  
5 that the project does have a substantial regional impact. A. Voegele seconded. All in favor.*

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7 *R. Lavoie motion to have the Committee support the proposed project contingent upon staff sending a  
8 letter requesting bus access, a sidewalk from road to building, and an offer to have the industrial park  
9 owner meet with staff or the committee to discuss future master plan of park. C. Steen seconded. All in  
10 favor.*

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12 **293 Fletcher Road, LLC – 293 Fletcher Road – Town of Fairfax**

13 *Project Details: Minor Application – Reuse of 50,000 square foot structure. Conversion  
14 from sawmill to food processing use (maple products).*

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16 T. Newton noted that the proposed project is for a maple processing company to move their  
17 operations from Cambridge to Fairfax. He also noted that the project had already been approved by  
18 Act 250, but may come back to the Committee if the property owner goes through with future plans to  
19 construct a brewery on site.

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21 **Updates**

22 The Committee mentioned that it may be a good idea if staff asked Committee members to RSVP  
23 instead of asking members if they are not attending the meeting.

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25 T. Newton stated that it appeared that the Swanton Wind and VT Green Line Projects have been fully  
26 withdrawn from the Public Utilities Commission. W. Irwin asked that staff to provide the Committee  
27 with an update regarding how much money was spent on legal fees during the Swanton Wind case.

28  
29 **Adjourn**

30 *R. Lavoie motioned to adjourn. C. Steen seconded. All in favor. The Committee adjourned at  
31 approximately 6:41 PM.*