

**Minutes of the St. Albans City Design Advisory Board**

**St. Albans City Hall**

**100 North Main St. St. Albans, VT**

**Meeting Date: October 24, 2016, 6:30 PM**

***DRAFT***

<b>Board Members</b>	<b>Present</b>	<b>Absent</b>
Katy Collin, Chair	x	
John Morrie, V. Chair	x	
Jack Tremblay		x
Evan Champagne	x	
KarenMarie Peltier	x	
Stephen Poston Alt.	x	

**Staff Present**

David Southwick, Planning & Permitting Administrator & Minute Taker

**Public Present**

Tom Arsenault

**A. OPEN MEETING Meeting called to order at: 6:32 p.m. by Katy Collin, Chair**

1. Consider any additions or deletions to agenda. NONE

**B. Design Review – Consideration of the following applications:**

**1. 211 Lake Street / Beverage Mart/ Parcel 23049201** - Applicant seeks a favorable recommendation to ass a porch roof over an entrance and ice machines. This property is located in the *(DR-2) Downtown Expansion Design Review District*

a. Staff report – D. Southwick read the applicant’s request, indicated that while we did not have any material samples to review, he had made a trip to the site and confirmed that the same materials were being used on the new section as were used on the existing beer cave. He then reviewed the materials in the hand outs and later added that the light fixtures that are being used for this project are the same fixtures chosen by the 26 South Main Street project under the condition of approval from the September DAB.

b. Applicant presentation – Plans were available for the Boards review and Thomas Arsenault was present.

c. Public comment – no public comment

d. Questions and comments from Board – KM. Peltier asked if the work had started before the permit. D. Southwick responded, yes. S. Poston asked how much work was still to be completed. T. Arsenault responded that there was still a bit of siding and soffit work to complete. S. Poston asked do the lights shine downward. T. Arsenault responded yes, and that they were better oriented and compliant than the old halogen lights. E. Champagne asked if the porch would have sides. T. Arsenault responded that they did not intend to enclose the side. He also added that the porch line was a continuation of the existing beer cave roof line. S. Poston asked if the new roof come flush to the end of the wall. T. Arsenault responded no, that it is inset and comes a bit short of the end of the wall. There were no further questions or discussion.

e. Consideration of request and conditions - None

**Motion by, Stephen Poston to approve as presented, second by KarenMarie Peltier with all in favor.**

C. Other Business

1. Approve minutes – J. Morrie asked that the first “and” in Section B. 1. Be changed to “an.” D. Southwick later noticed that the date was incorrect. No other suggestions.

**Motion by John Morrie to approve the minutes with corrections, KarenMarie Peltier seconded with all in favor.**

2. Other – Future meeting dates were discussed in light of the fact that the December 26<sup>th</sup> date will be a City Holiday. KM. Peltier suggested the December meeting be moved to December 19<sup>th</sup>. All agreed with the proposed date. D. Southwick to check the city calendar and get back to the board with a confirmation. KM Peltier noted that she will not be available for either the Jan or Feb, 2017 meetings. No other business.

3. Questions and clarification from Board members on issues presented. None

D. Public Comment – No public comment

1. Questions and clarification from Board members on issues presented. NONE

E. Adjourn

**Motion to adjourn at 6:45 p.m., by KarenMarie Peltier, second by Evan Campagne, with all in favor.**

Respectfully submitted,

David Southwick  
Minute taker