

Minutes of the St. Albans City Design Advisory Board
Regular Meeting
St. Albans City Hall
100 North Main Street St. Albans, VT
Meeting Date: May 26, 2015

Approved June 22, 2015.

Called To Order At: 6:36 p.m. by John Morrie, V. Chair

Members	Present	Absent	
Katy Collin, Chair		x	
Jack Tremblay	x		
Evan Champagne	x		
John Morrie, V. Chair	x		
KarenMarie Peltier	x		

Staff Present:

Chip Sawyer, Director of Planning & Development
 Curtis Comfort-Planning &Permitting Administrator
 Robin Morrill, Minute Taker

Public Present:

Doug Grevatt - Owner, Shooters Saloon
 Karl Laroe - Property owner 12 Stebbins St.

A. Open Meeting

1. Consider any additions or deletions to agenda. NONE

B. Design Review - Consideration of the following applications:

Motion by Evan Champagne to elect KarenMarie Peltier as Chair while V. Chair J. Morrie recuses himself from Case 2015-009, second by Jack Tremblay with all in favor.

1. **Case 2015-009. 30-32 Kingman St. / Shooters Saloon / Parcel 23048030 -** Applicant requests a favorable recommendation for a minor site plan amendment. Applicant would like to construct an illuminated deck with roof, stairs and railing at the east side of the existing structure. This property is located in the *(B-1) Business 1 and (DR 1) Traditional Downtown Districts.*

a. Staff report - The Planning & Permitting Administrator read the account into record and presented plans and directed the board as to what sections of the regulations were pertinent to this application.

b. Applicant presentation - John Morrie presented for the applicant describing the project. Applicant stated that the new entrance will be handicap accessible. J. Tremblay asked if the sign would be different and the applicant responded yes, it will be flat against the building with down lighting. Decking to be pressure treated lumber and stained in redwood color. The railing is to be solid panels versus balusters. Lighting fixtures discussed. Awning to be supported by 4x4 posts, vinyl ceiling and shingle roofing.

c. Public Comment - None

d. Questions and comments from Board - included in item "b".

e. Consideration of requests and conditions - Evan Champagne suggests to save any brick that needs to be removed to be used in any place that may need brick replacement.

Motion by KarenMarie Peltier to approve the applicants request contingent upon the railing is shadow box style 42" or taller in the color noted with pressure treated lumber, the lights and signage are not what is proposed in the package, the sign will be on the side of the building flat with down lighting, and the lighting selected by the applicant be reviewed and approved by the DRB because no information was provided. In addition, the plans and site notes be updated when the lighting specs are submitted, second by Jack Tremblay with all in favor.

2. **Case 2015-010. 12 Stebbins St. / Karl Laroe / Parcel 26082012** - Applicant requests a favorable recommendation for a minor site plan. Applicant would like to construct an 8 space parking lot. This property is located in the (B-1) Business 1 and (DR - 1) Downtown Expansion Districts.

a. Staff report - The Planning & Permitting Administrator read the account into record and presented plans and directed the board as to what sections of the regulations were pertinent to this application.

b. Applicant presentation - Applicant was present and discussed the proposed application and took questions from board members.

c. Public Comment - None

d. Questions and comments from Board - John Morrie asked if there is curb work to be done. J. Tremblay stated that according to the plan that there was some modification. E. Champagne asked what is the lot covering now, applicant stated gravel. Illumination consists of using the existing street light. A permit for a private parking sign would need to be acquired. K. Peltier asked if the surface would be gravel, applicant stated yes. Curtis Comfort stated that

because of the gravel, treatment would be required for dust control. C. Comfort referenced the National Arbor Day's recommendation of the spacing of cedars for hedge should be 3'-6' on center. Evan Champagne suggested 3'-5' in height at the time of planting. J. Tremblay asked the applicant if he is prepared to take care of the trees and the applicant responded that he is prepared to take care of his investment.

e. Consideration of requests and conditions

Motion by Jack Tremblay to approve the applicants request with the conditions that the trees are spaced 3-6 feet apart, the trees shall be 4-5' at the time of planting, trimming and maintenance of hedges to be done by property owner, design and placement of parking sign to be approved and noting that the curb cuts are expanding, second by KarenMarie Peltier with all in favor.

C. Other Business

1. Approve Minutes

Motion by Evan Champagne to approve the minutes of April 27, 2015 second by John Morrie with all in favor.

2. Other - Uplighting guidelines discussed. Chip Sawyer reported that he had yet to find example applications from other communities. General discussion on the merits of requiring that applications be prepared by qualified professionals. KarenMarie Peltier and John Morrie both discussed instances with local signs that would be more attractive with up-lighting.

D. Public Comment NONE

Motion to adjourn at 7:58pm by Jack Tremblay second by KarenMarie Peltier with all in favor.

Respectfully submitted,
Robin Morrill
Minute taker