

Minutes of the St. Albans City Design Advisory Board
Regular Meeting
St. Albans City Hall
100 North Main Street St. Albans, VT
Meeting Date: September 22, 2014

APPROVED October 6, 2014

Called To Order At: 6:34 p.m. by Katie Collin, Chair

Members	Present	Absent		
Katie 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
Robin Morrill, Minute Taker

Public Present:

See attached sign-in sheet

A. Open Meeting

1. Consider any additions or deletions to agenda.
 - a. NONE

B. Design Review

1. Todd Minor / 172 North Main Street- Applicant is requesting a positive recommendation to the Zoning Administrator for window replacements. This property is located in the DR3 - Residential Design Review District.

J. Morrie questioned applicant regarding the originality of the existing windows, whether or not the proposed new windows would be double hung vinyl with grids.

Motion by Jack Tremblay for a favorable recommendation to the Zoning Administrator second by KarenMarie Peltier with all in favor.

2. Friends of Northern Lake Champlain / 2 Federal Street- Applicant is requesting a positive recommendation to the Zoning Administrator for a public interest marker. This

property is located in the DR2 Downtown Expansion Design Review District.

Denise Smith on behalf of Friends of Northern Lake Champlain provided color samples for the frame paint color on the requested Public interest Marker and she also brought colored pavers for comments from the DAB members. D. Smith also noted that the markers would be bilingual, both English and French.

J. Tremblay discussed that fading is an issue and D. Smith stated that they had taken that into consideration and that there are funds for maintenance. Jack Tremblay suggested more space around the text. John Morrie suggested the number of railroad tracks should be referenced on the railroad marker. D. Smith stated that the Historical Society was responsible for the language in the Public Interest Marker. Evan Champagne said that he thought the pedestal should match the City's paint color and C. Sawyer to check on any specific paint color the City is using. Katy Collin said she felt that they should all be the same color. Evan Champagne stated that the applicants application states that it will meet ADA requirements. C. Sawyer stated that ADA requirements were not written into the City's regulations regarding Public Interest Markers. All board members are in agreement that a more specific presentation by applicant be submitted before a favorable recommendation to the Zoning Administration can be given by the board.

E. Champagne feels that the marker locations should be more defined by the applicant.

J. Morrie would like the sign layout solidified by the applicant

J. Tremblay stated that the visuals can be approved upon and he is willing to make suggestions to the applicant and would like to see the finalized layout. E. Champagne would like to see a cut sheet of the entire marker.

Colors of frame, background and text need to be determined.

Paver color, description, dimensions & placement finalization needed.

Motion by KarenMarie Peltier to table items 2, 3 and 4 until the next meeting or a special meeting can be scheduled, second by John Morrie, with all in favor.

3. Friends of Northern Lake Champlain / 2 Federal Street- Applicant is requesting a positive recommendation to the Zoning Administrator for a public interest marker. This property is located in the DR1 Traditional Downtown Design Review District.

Item tabled as above.

4. Friends of Northern Lake Champlain / 2 Federal Street- Applicant is requesting a positive recommendation to the Zoning Administrator for a public interest marker. This property is located in the DR1 Traditional Downtown Design Review District.

Item tabled as above.

C. Other Business

1. Discuss Zoning Re-write project - E. Champagne suggested colors be added to the

City's requirements for public interest markers.

C. Sawyer discussed the current 517 section regarding signs and the rewrite of this section. There is no current template for signs. Photos on signs were discussed. C. Sawyer discussed how building fronts generally have a space for sign placement and sign measurements specifics could be created in the regulations based on the available space on the building for a sign. Very clear rules/guidelines need to be written for all aspects regarding signs. Jack Tremblay stated that creativity could be compromised if sign requirements were too stringent.

C. Dermody discussed streamlining the process for the benefit of the business owner and to help prevent delay when requesting a favorable recommendation on an application.

C. Dermody also discussed Corporate Logo's. C. Sawyer suggested that Historical Logo's if available be required of Corporate entities requesting approval of signs.

2. Approve Minutes - D&V

Motion to approve the minutes of August 25, 2014 by Evan Champagne second by Jack Tremblay with all in favor.

D. Public Comment

Ryan Doyle thanked the new DAB members for their commitment to the City of St. Albans.

Motion to adjourn at 8:00 pm by Karenmarie Peltier , seconded by John Morrie with all in favor.

Respectfully submitted,
Robin Morrill
Minute taker