

**MINUTES**  
**ST. ALBANS CITY DESIGN ADVISORY BOARD**  
**REGULAR MEETING**  
**COUNCIL CHAMBER - CITY HALL**  
**6:30 PM MONDAY, JANUARY 24, 2022**

*Approved 9.26.2022*

**Board Members Present:** KarenMarie Peltier, Chair (via Zoom); Evan Champagne, Vice Chair (via Zoom); Stephen Poston (via Zoom).

**Board Members Absent:** John Morrie; Ric Lavallee; Erik Johnson, Alternate; Elizabeth Reed, Alternate.

**City Staff Present:** Sara Gabaree, Property Services Manager; Angela Bernard, Minute Taker.

**Members of the Public Present:** Ieshia Harris, Champlain Housing Trust.

**A. Open Meeting - K. Peltier opened the meeting at 6:30 PM**

1. Pledge of Allegiance - Pledge was recited.
2. Assign Alternates (as necessary) - none needed.
3. Consider any additions or deletions to agenda - none.

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

1. **Case 2021-006 / Champlain Housing Trust / 11-13 Lake Street / Parcel # 23049011** Applicant seeks review for a new awning. Property is in the B-1 Central Business Zoning District and the DR-1 Traditional Downtown Design Review District.

K. Peltier introduced the case and introduced I. Harris as speaking on behalf of the applicant.

I. Harris explained that the awning they are planning for the building will be bigger than initially thought because of the size of the windows. The awning is needed to shield from the sun because the conference rooms at the front of the building get hot. Addressing the November 2021 meeting when the board asked about the color of the frame for the awning, I. Harris said it is aluminum and would only be visible to people standing directly under the awning, looking up.

K. Peltier opened the floor to questions from the board.

E. Champagne asked about dimensions and inquired about where the awning would start and stop. I. Harris said her submitted paperwork has estimated dimensions but that she has one from the installer, Otter Creek, that gives an accurate plan that includes an awning measuring 32' wide by a 3' drop by a 2.6' projection out.

E. Champagne said since the awning is so large, he would prefer to see the frame painted a darker color as opposed to the raw aluminum. E. Champagne said the aluminum would be obvious and noticeable. I. Harris said that would be fine and asked the board to pick a color, green or black. She expressed that the frame would only be seen from standing directly under the awning and looking up that green might be best as it could blend.

K. Peltier asked if it would be painted, or powder coated. I. Harris said she wasn't sure. K. Peltier said if powder coated, then black would fade to brown and if painted it would require upkeep and maintenance.

E. Champagne said he knows Otter Creek's work and that black is a durable, popular color for them.

I. Harris agreed to black for the frame because it might be the easiest. K. Peltier, E. Champagne agreed.

S. Poston said looking at the building and the storefront that the awning would be a nice addition to the area. He said as long as it's not less wide than the entire storefront, and that it should be at least as long. That measurement should be taken in for Otter Creek's final plan. K. Peltier and I. Harris agreed.

K. Peltier asked if there were any further questions or comments. S. Gabaree showed the board a fabric sample in forest green color that was presented to city by the applicant.

**S. Poston made a motion to provide a favorable recommendation for the awning in Sunbrella acrylic color of forest green with a black frame, in lieu of exposed aluminum. The bottom of the awning is to be flush with the beam in front of the building, as well as coordinated with the width of the storefront, and in alignment with and right up to the brick pilasters on either end of the storefront. Second by E. Champagne. Motion passed at 6:45 PM.**

#### **C. Other Business**

1. Sign Updates - None
2. Enforcement Updates - None
3. Approve meeting minutes – Approval tabled as there was not enough board members present who were also at the previous meeting.
4. Confirm next meeting date: **February 28, 2022, at 6:30 pm**
5. Other - None

#### **D. Public Comment**

None

**K. Peltier adjourned the meeting at 6:47 PM.**