

MINUTES
ST. ALBANS CITY DESIGN ADVISORY BOARD
REGULAR MEETING
COUNCIL CHAMBER - CITY HALL
6:30 PM MONDAY, FEBRUARY 28, 2022

Approved 6.27.2022

Board Members Present: KarenMarie Peltier, Chair (via Zoom); Stephen Poston (via Zoom); John Morrie.

Board Members Absent: Ric Lavallee; Evan Champagne, Vice Chair; Elizabeth Reed, Alternate; Erik Johnson, Alternate.

City Staff Present: Chip Sawyer, Director of Planning & Development (via Zoom, arrived at 6:39 PM); Sara Gabaree, Property Services Manager; Angela Bernard, Minute Taker.

Members of the Public Present: Josh Schneider, Bootlegger Bikes; Jim Cameron, on behalf of applicant for 22 Stebbins Street; Lynn Knight (via Zoom).

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

1. Pledge of Allegiance - pledge was recited
2. Assign Alternates (as necessary) - J. Morrie was assigned.
3. Consider any additions or deletions to agenda - None.

B. Design Review – Consideration of the following applications:

1. **Case 2022-001 / Green Dolphin, LLC -22 Stebbins Street / Parcel # 26082022** Applicant seeks review for exterior changes and lighting. Property is in the B-1 Central Business Zoning District and the DR-2 Downtown Expansion Review District.

K. Peltier introduced the case and asked for representatives of the applicant to present the case. J. Cameron spoke on behalf of the applicant. He explained that the property on Stebbins Street has been turned into a catering kitchen and they are in the middle of making a change to the exterior façade. Exterior changes include painting the building, removing a door, moving windows, eliminating a previous garage door, etc. When the project is complete, there will be four new windows and some possible signs that are still being designed and finalized. New lighting is also being planned. The property owner also owns 20 Stebbins Street, but these planned exterior changes are only for 22 and 20 is up for lease

K. Peltier asked the board if they have any questions. S Poston asked if the building is getting new siding that is paintable. J. Cameron said it is new siding. S. Poston asked about the material for the siding. J. Cameron said it will be vinyl.

J. Morrie asked about how far down the corner boards for the building will go. J. Cameron said it is still in planning phases. J. Morrie said his preference would be not to go all the way down.

S. Poston commented favorably on the choice of lighting fixture for the building.

J. Cameron explained that the property owner will apply for a façade grant from the City. She hasn't done it yet but is planning to do so.

K. Peltier asked for clarification on what approval is being sought tonight. J. Cameron said just the street side of the property and the light fixtures are up for approval.

S. Poston said the board is looking for a favorable ruling for the facade color scheme and lighting fixtures. K. Peltier said it is important that the Board's motion to approve recognizes the fact that this is a piece of the overall project and not the completed, whole project.

S. Poston made a motion to provide a favorable recommendation for 22 Stebbins Street with a new lighting fixture and vinyl siding in the color scheme provided, as presented for the north side of the building, with the understanding that the remaining three sides of the building will present in the future. Any changes that come up in the meantime, the applicant will notify the city and request review of any substantial changes that deviate from what has been presented and approved. Second by J Morrie. Approved at 6:48 PM.

2. Case 2022-002 / Bootlegger Bikes -82 North Main Street / Parcel # 23063080

Applicant seeks favorable recommendation for a new awning and partial change of color to the building facade. Property is in the B-1 Central Business Zoning District and the DR-1 Traditional Downtown Review District.

K. Peltier introduced the case and asked for the applicant to present his case. J. Schneider, owner and operator of Bootlegger Bikes requested permission to change the awning color and material for the new shop on Main Street. They are also looking for a new sign as well. S. Gabaree presented the Board members present in the room with the picture and colors that applicant brought into the meeting.

K. Peltier asked for clarification on the names of the colors. The awning is black, and the trim will be a combination of two Benjamin Moore paint colors (Inglewood Cliffs and Delray Grey). S. Poston asked for clarification about the awning frame. J. Schneider explained that the plan is to have the material replaced and set on the existing frame.

J. Morrie said the black might make the interior of the storefront too hot in the summer because the sun will hit the black material and could generate heat for the inside. J. Schneider said he isn't sure how the sun will affect the inside but that the room he will be working in is set further back from the window.

S. Poston made a motion to provide a favorable recommendation to approve the project at 82 Main Street as presented, for a new vinyl awning in black, over the existing frame, with Inglewood Cliffs and Delray Gray as the paint colors for the trim. Second by J. Morrie. Motion approved at 6:56 PM.

C. Other Business

1. Sign Updates - S. Gabaree said she is working on a quarterly report for the Board and asked how they want it presented. The Board asked for pictures for the quarterly report.
2. Enforcement Updates - None.
3. Approve meeting minutes – Not enough Board members present to approve minutes from either the December 2021 or January 2022 meetings.
4. Confirm next meeting date: **March 28, 2022, at 6:30 pm**
5. Other - None.

D. Public Comment

None.

K. Peltier adjourned the meeting at 6:58 PM.