

MINUTES
ST. ALBANS DESIGN ADVISORY BOARD
ST. ALBANS CITY HALL, 100 NORTH MAIN STREET
6:30 PM, MONDAY, MARCH 25, 2024

DRAFT

Members of the Board Present: IN PERSON: Stephen Poston, Vice Chair; John Morrie; Caleb Menard

Members of the Board Absent: KarenMarie Peltier, Chair; Elizabeth Reed, Alternate

Members of City Staff Present: Sara Bennett, Property Services Manager; Katie Haseltine, Minute Taker

Members of the Public Present: Jay Gralnick, Jeanette Gralnick

1. Begin Recording and Call to Order - S. Poston called to order at 6:31 PM
 - a. Pledge of Allegiance - J. Morrie led the pledge of allegiance.
 - b. Assign Alternates (as necessary) - none needed
 - c. Consider any additions or deletions to agenda - no additions
2. Design Review - Consideration of the following applications:
 - **DAB Case 2024-001 | Jay Gralnick | 180 South Main Street | Parcel #26079180**

Applicant seeks Design Review for a new shed, located behind their house. This property is located in the B2 Transitional Business Zoning District and the DR4 Gateway Design Review District.

 - a. S. Poston opens case 2024-001.
 - b. J. Gralnick explains they are looking to add a shed to store their motorcycle. They are looking at darker colors in gray tone because of the dust and soot build up from traffic on the road. It is very difficult to keep the house white and looking clean with the dirt that builds up.
 - c. S. Poston asks for clarification around the request tonight been for the shed. J. Gralnick shares that they are looking for approval on the shed, but they also plan to replace some windows and build stairs to provide an accessible second entry/exit point to the house. S. Poston is concerned that without including information on the stairs and windows, the board would not be able to approve those pieces. S. Poston and J. Morrie discuss those options and ask S. Bennett if she knows what authority the board has to approve that. J. Gralnick explains that the stairs would be pressure treated wood built to code and the windows would be simple replacement windows since the current windows are bowing. Given that information, the board believes they can approve all items being requested. The shed is being proposed with Dark Gray body and Ronks Gray trim. J. Gralnick plans to use the Ronks Gray for the body of their house at some point in the future. The applicant would like to change the outside color of their house because the current white color is hard to keep looking clean.
 - d. J. Morrie makes a favorable recommendation to approve Case 2024-001 as presented
 - a. New shed, being 8' x 10' x 12' in the siding color of Dark Gray and trim color of Ronks Gray,
 - b. New siding in the Ronks Gray (to match the shed) within the year, hopefully, and
 - c. New entry steps, both front and rear, and new door at the top of the rear entry steps, and
 - d. 7 replacement windows to address the current windows that are bowing
 - e. C. Menard seconds. Motion passes with all in favor.
3. Other Business
 - Sign Updates
 - S. Bennett has none.
 - Enforcement Updates
 - S. Bennett has none.

- Approve Meeting Minutes
 - January 22, 2024
 - C. Menard motions to approve the minutes as presented. J. Morrie seconds. Motion passes with all in favor.
 - Confirm next meeting date: **April 17, 2024**
 - S. Poston confirms next meeting.
 - Other - None
 - J. Morrie asks S. Bennett to pull up the Novice Building and see what was approved for siding. J. Morrie believes the building is much taller than what was approved. S. Bennett shares that the building hasn't been assessed yet, but it will be and there is also a reappraisal coming up and in both of those cases, the actual square footage will be recorded at that point.
4. Public Comment
- a. None.
5. Adjourn.
- a. J. Morrie motions to adjourn. S Poston seconds. S. Poston adjourns the meeting at 7:12 pm.