

**MINUTES OF THE ST. ALBANS CITY DESIGN ADVISORY BOARD
REGULAR MEETING
ST. ALBANS CITY HALL, 100 NO. MAIN ST.
6:30 PM MONDAY, FEBRUARY 20, 2017**

Approved March 27, 2017

Board Members Present:

Katy Collin, Chair
Evan Champagne
John Morrie
Stephen Poston
Jack Tremblay

Board Members Absent:

KarenMarie Peltier

Public Present:

See Sign-In Sheet

Staff Members Present:

David Southwick, Planning and Permitting Administrator
Chip Sawyer, Director of Planning & Development
Martin Manahan, Director of Operations & Business Development

A. Open Meeting. **K.Collin opened the meeting at 6:30pm.**

1. Consider any additions or deletions to agenda. **None.**

B. Design Review – Consideration of the following applications:

1. **22 Lake Street / Parcel 26049022 / Dana’s Barber Shop** - The applicant seeks a favorable recommendation for a new canvas sign on an existing canopy. This property is located in the *(B1) Business 1 District, the (DR-1) Traditional Downtown Design Review District and the St. Albans Historical District.*

K.Collin introduced the application. D.Southwick gave an initial description of the application. The awning had already been installed, and it is red. D.Rocheleau was present as the applicant.

K.Collin lamented the fact that the applicant had already installed a red awning when the Regulations say that red colors should be used for accents only.

Board members gave suggestions for other color options.

M.Martin asked if the Regulation on this matter could be read. K.Collin read the section. M.Martin noted that the Regulations say "Should" in terms of color here.

S.Poston asked if the fabric could be painted. Applicant D.Rocheleau said that he doubted it but he could check. When asked, applicant said he had no other immediate plans for the storefront.

J.Tremblay mentioned that the board had to be mindful of setting precedent with this decision.

There was further discussion on options.

Motion by J.Tremblay to table the application and give applicant one month's more time to explore other options for compliance, with the red color being the main issue. Second by J.Morrie and approved with all in favor.

- 2. 2 Fairfax Street / Parcel 25030004 / Daniel Blouin** - The applicant seeks a favorable recommendation for the installation of a new fence. This property is located in the *(B2) Business 2 District and the (DR-4) Gateway Design Review District*.

K.Collin introduced the application. D.Southwick gave an initial description of the application. D.Blouin was present as the applicant.

J.Markle asked what the fence would be made out of and stated a concern that headlights from the truck traffic from the industrial park could reflect from the fence material onto his property.

There was general discussion about materials and what was under the board's purview in terms of reflected light.

Applicant stated that he had already purchased the fence material. When asked, the applicant said that he'd be willing to work with J.Markle on plantings to mitigate the possible glare issue.

Motion by E.Champagne to approve the fence as presented with the understanding that if there is an issue with glare onto the neighboring property, that the applicant will discuss with his neighbor a fair and reasonable solution to the glare. Seconded by S.Poston and approved with all in favor.

- 3. 239-241 North Main Street / Parcel 11063239 / Roger & Lucy Parent** - The applicant seeks a favorable recommendation for the demolition of a barn. This

property is located in the (2) *Business 2 District and the (DR-3) Residential Design Review District.*

K.Collin introduced the application. D.Southwick gave an initial description of the application and explained that some work had occurred without a permit. R. and L. Parent were present as the applicants.

Motion by S.Poston to demolish as presented with the understanding that any openings will be covered for safety and that the demolition will take place within 6 months. Second by J.Morrie with all in favor.

4. **100 Lake Street / Parcel 26018010 / Americanadian, LLC** - The applicant seeks a favorable recommendation for the installation of an Emergency Exit Door and four (4) windows in an existing structure. This property is located in the (B1) *Business 1 District and the (DR-2) Downtown Expansion Design Review District.*

K.Collin introduced the application. D.Southwick gave an initial description of the application. K.Taruski was present as the applicant.

There was general discussion between the board and the applicant, especially focusing on whether the new door was an emergency door or not and whether the size of the deck could accommodate emergency traffic exiting the building.

Motion by S.Poston to approve as presented with an understanding that a new or modified deck will be provided that meets applicable codes to accommodate two emergency exits and meets the existing color scheme and construction style. Second by J.Morrie and approved with all in favor.

5. **51 Federal Street / Parcel 23048050 / Paul Martin – CONTINUATION** The applicant seeks a favorable recommendation for an alteration to an existing structure. This property is located in the (B1) *Business 1 District, the (DR-1) Traditional Downtown Design Review District and the St. Albans Historical District.*

K.Collin introduced the application. D.Southwick gave an initial description of the application. P.Martin was present as the applicant.

Motion by J.Tremblay to approve as presented. Second by J.Morrie and approved with all in favor.

C. Other Business

1. Approve Minutes. **Motion by E.Champagne to approve the minutes of January 23, 2017 with changes to spelling of restaurant and clarification of proposed changes to the 19 Catherine St. motion. Second by S.Poston and approved with all in favor.**
2. Other
 - a. J.Morrie mentioned that Regulations state that condensers shall be screened.
3. Confirm next meeting date: **March 27, 2017 6:30 pm**

D. Public Comment. **None**

- E. Adjourn. **Motion by E.Champagne to adjourn at 8:13pm. Second by J.Morrie and approved with all in favor.**

St Albans Design Advisory Board Board - Regular Meeting

20-Feb-17

Thank you for attending. Please sign in

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