

**ST. ALBANS CITY DESIGN ADVISORY BOARD  
REGULAR MEETING  
6:30 PM MONDAY MAY 20, 2019  
ST. ALBANS CITY HALL, 100 NO. MAIN STREET  
MEETING MINUTES**

*Approved June 24, 2019*

**Board Members Present:** KarenMarie Peltier, Chair; Elizabeth Reed; John Morrie; Stephen Poston; Dana Scofield

**Board Members Absent:** Evan Champagne, Vice-Chair Champagne

**Staff Members Present:** David Southwick, Planning and Permitting Administrator; Wendy Coy, Minute Taker

1. **Call to Order** – Meeting called to order at 6:30 pm. Chair Peltier welcomed new Board member Dana Scofield
  - a. **Consider any additions or deletions to the agenda** –
2. **Design Review – Consideration of the following applications:**
  - a. **Case DAB 2019-005 / 165 Federal Street / Parcel # 22033165** – The applicant, Karl Bortz, seeks a favorable recommendation for a fence and yard entrance. Chair Peltier informed the Board that she had pictures of the property if any member of the Board wanted to view them. Member Poston clarified that the improvement will be on the South side of the property at the end of the driveway. It will be made out of 6x6 rough cedar with an arched entry. There will be 2 x10 braces going to the building that will be covered by pickets. Copper roof being recycled from Torrey Hall. The cedar color will match the shed. All the pickets will match the shed. Member Scofield made a motion to give a favorable recommendation to build the project as presented with the following conditions: The fence to the North of the house will be replaced or made to match within twelve months. Member Morrie seconded the motion. It passed unanimously.
3. **Other Business** –
  - a. **Approval of March 18, 2019 Minutes** – Member Poston made a motion to approve amended. Member Morrie seconded the motion. It passed with three abstentions, Chair Peltier, Member Reed and Member Scofield abstained.
  - b. **Approval of April 22, 2019 Minutes** - Chair Peltier made a motion to approve the minutes as presented. Member Reed seconded the motion. It passed with two abstentions, Member Poston and Member Scofield
  - c. **Other** –
    1. **Sign Updates**
      - i. 56 Federal Street – There is a new nail salon on the first floor but they have not submitted the sign yet as there is still a lot of interior work to do.
    2. **Enforcement Updates** –

- i. 255 North Main Street – Letter of Inquiry - Matt Parisi was present as one of the co-owners of the property. He was issued a letter of inquiry due to the code violation on the previous approval. He gave an overview of the history of the building including pictures of the outside and inside issues. He reviewed the new items that had been added to the building. He showed the new vinyl siding and the four inch width corners which are in violation of the previous DAB approval. The corners were stipulated to be six inches. He presented information on the neighboring properties that most of them have four inch wide corners. He stated that to change them now would be cost prohibitive and a safety hazard. Member Morrie asked why it would be a safety hazard. Mr. Parisi stated that to remove the vinyl siding would re-expose the lead paint that the vinyl siding is covering. Mr. Parisi defended the corners stating that they are in character with the other modern multi residential housing on Main Street. Chair Peltier reviewed her notes on the previous approval. She asked why did it not go up the way the Board approved. Mr. Parisi stated that the detail was overlooked. Member Reed asked how long after it was overlooked before it was noticed. Mr. Parisi stated that it wasn't noticed until Mr. Southwick pointed it out. Member Poston stated that the Board was not trying to minimize the amount of work that was put into the property but it is an issue for the Board that it was not done the way it was approved. Mr. Parisi stated that no money saved by using the four inch corners. Member Poston explained that the little details can change the character the building. Member Reed stated that the Board appreciated what Mr. Parisi was doing but there are rules to follow so there needed to be a conversation about the violation. Member Poston asked if any of the units were occupied. Mr. Parisi stated that three out of four units are occupied. Chair Peltier stated that it is now water under the bridge. The Board isn't happy about the corners but they are not going to ask Mr. Parisi to replace them. Member Morrie stated that if Mr. Parisi does other buildings in town he shouldn't let this happen again.
- ii. 10 Catherine Street – Email – Mr. Taruski came in and stated that he has a permit and the building will start on May 15<sup>th</sup>.
- iii. 32 South Main Street – Notice of Violation – The Grind responded with pictures of the pipe and the cap that has been installed. Member Poston stated that the pipe is about half of what it was. It is better but is not what the Board approved. The Board is happier with it. Mr. Southwick will send the owner of the Grind a letter of resolution.

d. **Confirm next meeting date: June 24, 2019 6:30 p.m.**

**4. Public Comment – None**

5. **Adjourn** – Member Morrie made a motion to adjourn. Member Reed seconded the motion. It passed unanimously.