

ST. ALBANS CITY DESIGN ADVISORY BOARD
6:30 PM, MONDAY, April 23, 2018
ST. ALBANS CITY HALL, 100 NO. MAIN ST.

MEETING MINUTES

Board Members present: Chair KarenMarie Peltier, Vice-Chair Evan Champagne, Stephen Poston, and John Morrie

Board Members Absent: Katy Collin

Staff Members Present:

Dave Southwick, Planning & Permitting Administrator and Wendy Coy, Minute taker

Public Present:

See Sign-in Sheet

A. Call to Order – Chair Peltier called meeting to order at 6:31

1. **Discuss Additions or Deletions to Agenda** - None

B. Design Review – Consideration of the following applications:

1. **Case DAB-2018-005 / 10 Catherine / 100 Lake Street / Parcel # 26018010** The applicant seeks a favorable recommendation for a façade change to replace a storefront window pane with a different material/color. Keith Taruski, managing member of the company that owns the building was present as the applicant. This panel will cover a broken window pane. There will be T111 painted red to match the rest of the building. This will be a temporary measure until a tenant occupies the building. Until there is one, they are not sure what direction the storefront is going to go in. Vice-Chair Champagne asked how long he thought that this temporary fix would be in place. Mr. Taruski stated that he didn't think that it would be over a year. Mr. Sawyer stated that the City is interested in preserving its historic storefronts so the Board should be aware of the guidelines. Vice-Chair Champagne made a motion to allow the painted panel as a temporary fix until October 31, 2018. If there is no tenant by that date plate glass will be placed in the space instead. Member Poston seconded the motion. It passed unanimously.
2. **Case DAB-2018-006 / 42 Federal Street / Parcel # 23033042** The applicant seeks a favorable recommendation for new façade materials/features/colors. Keith Taruski was present as the applicant. Mr. Taruski stated that the ultimate goal was to put windows in on the second floor. Some of the windows are preexisting and some are new. On the commercial side, the North elevation, nothing will be changed. It will be cleaned. Two windows will be added. There will be a dormer added to give more height inside so it meets code. The roof will stay the same color but will be cleaned. The ramp will be rebuilt. On the South side, the addition will be removed. The ground will be built up so there is access to the second floor. The chimney will probably be removed. On the West side, the attic window will remain. He will be adding seven double hung windows to that side. It will be a consistent exterior all the way around the building. The door will no longer be useable

but the design of the door will stay. On the East side, the three windows will stay and four double hung windows will be added. Gutters will be replaced and cleaned. A gutter will be added to the non-commercial side. Member Morrie asked how many apartments would be inside. Mr. Taruski stated that they are looking at six apartments. Vice-Chair Champagne asked if the building would be re-roofed. Mr. Taruski stated that he was not planning on changing the roof unless it was necessary. The new roof on the new construction would match the old one. Member Morrie stated that he liked the concept and the colors that were being presented but he wasn't sure that the drawings accurately represented the design of the building. Member Poston stated that he understands the color scheme but he would like to see the project when it is further along. He asked if Mr. Taruski was scheduled to go in front of the DRB. Mr. Taruski stated that he would be at some point. Vice-Chair Champagne asked about exterior light fixtures. Mr. Taruski stated that there are two on the commercial side and that they would remain. He stated that the lighting would be minimal to spotlight the entry doors to the apartments. Vice-Chair Champagne asked if there would be a canopy over the exit doors. Mr. Taruski stated that there would be a gutter not exterior canopies. Member Morrie stated that he sees a lot changing on the commercial side. He felt that the approval should be postponed until Mr. Taruski comes back with his architect when the project is more complete. Member Poston suggested that there be better delineation on the drawings showing what would remain, what would be new and what would be renovated. Member Morrie stated that Mr. Taruski should look at adding cement board on the side closest to the neighboring building. Member Poston made a motion to table the discussion until Mr. Taruski could return with his architect and have better delineated plans of the project. Member Morrie seconded the motion. It passed unanimously.

3. **Case DAB-2018-007 / 48 Federal Street / Parcel # 23033048** The applicant seeks a favorable recommendation for new fence. Mr. Taruski was present as the owner. He wants to add a fence to block the view of the alley. The fence would be constructed out of cedar. He could paint the fence the same color as the building. Member Poston made a motion to approve the new fence as presented with the provision that it be painted to match the building it is attached to. Vice-Chair Champagne seconded the motion. It passed unanimously.
4. **Case DAB-2018-008 / 40-44 North Main Street / Parcel # 23063042** The applicant seeks a favorable recommendation for a new façade. Christie Ryan was present as the applicant. She wanted to paint the backdrop of the Rail City Salon with a black border to blend in with the other buildings around it. Vice-Chair asked about the size of the sign. Ms. Ryan stated that the sign would be slightly smaller and be less intrusive. Vice-Chair Champagne made a motion to approve as presented. Member Morrie seconded the motion. It passed unanimously.
5. **Case DRB-2018-010 / 233 Lake Street / Parcel # 23049235 *POSTPONED* until May** The applicant seeks a favorable recommendation for a site plan, including a new fence.
6. **Case DAB-2018-009 / 242-244 South Main Street / Parcel # 26079244** The applicant seeks a favorable recommendation for a freestanding sign. Tammy Ryea was present as the sign designer. The sign will be seven feet wide by four feet high. It will have an overall height above the ground of eight feet. There will be a raised print for the name of the business with substrate as the background. Vice Chair asked if the sign would be lit at night. Ms.

Ryea stated that it wouldn't. Member Morrie asked if the old sign was lit. Ms. Ryea stated that she did not know of any plans to light the sign. Member Morrie would like to have the electrical removed if the sign wasn't going to be lit. Ms. Ryea stated that she would take care of it. Vice-Chair Champagne suggested some sort of landscaping around the base of the sign. Member Poston agreed that it would be a nice time to improve that. Member Morrie suggested pressure treated wood for the sign posts. Ms. Ryea stated that she would need to sleeve the wood in PVC as she can't paint pressure treated wood. Chair Peltier stated that this sign is part of the gateway corridor into the city. She would like the structure under the sign removed and some landscape put in that would be aesthetically pleasing. Member Poston suggested a landscaping area at least the size of the sign. Ms. Ryea suggested a ten-foot landscaping with the sign posts inside of it. Member Morrie made a motion to approve the sign as presented; remove the existing structure that would be under the sign and to add a ten by four mulched or decorative stone area with low growing landscaping. Vice-Chair Champagne seconded the motion. It passed unanimously.

C. Other Business –

1. **Approval of minutes** – Member Morrie made a motion to approve the March 26, 2018 minutes as amended. Member Poston seconded the motion. The motion passed unanimously.
2. **Other -**
 - a. Board member term expiration
 - b. Sign Updates – No updates
 - c. Enforcement Updates – They are focusing on three things in general – trash removal, trash bins left at the curbs and cars in the greenspace. They have put out about fifteen door hangers and, in most cases, it has been taken care of. They are moving forward with the enforcement of the Beverage Mart snow removal. It is likely to be postponed until next year as there is no snow now.
3. Confirm next meeting date: **MAY 21, 2018 6:30 pm**

D. Public Comment - None

Adjourn – Chair Peltier made a motion to adjourn at 7:57. Member Poston seconded. The motion passed unanimously.

St Albans Design Advisory Board - Regular Meeting
 Monday, April 23, 2018

Thank you for attending. Please sign in

NAME	ADDRESS	EMAIL	PHONE
Kristy Ryan Raymond	44 N. Main St.	Kriagam@msn.com	802-370-0870
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Chip Sawyer	City	City	City