

**ST. ALBANS CITY DESIGN ADVISORY BOARD**  
**6:30 PM, MONDAY, May 21, 2018**  
**ST. ALBANS CITY HALL, 100 NO. MAIN ST.**

**MINUTES**

**Board Members present:** Chair KarenMarie Peltier, Vice-Chair Evan Champagne, Stephen Poston, Katy Collin, Elizabeth Reed and John Morrie (alternate)

**Board Members Absent: None**

**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 6:30. Chair Peltier welcomed the new Board member Elizabeth Reed.

**1. Discuss Additions or Deletions to Agenda**

**B. Design Review – Consideration of the following applications:**

- 1. 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. Member Reed stated that she thought the light choice was a good one. Jonathan Collin with Arnold and Scangas Architects stated that they are trying to match the existing siding and colors though it is hard to tell the exact color due to the age of the building. Mr. Taruski stated that there is an existing gutter on the North side and a gutter will be added to the South side to match. All windows will be changed except for the attic windows as they are above the insulation barrier. Those windows will be refurbished but not replaced. Member Reed asked if they would be redoing the roof. Mr. Court stated that they are going to raise a dormer on a specific spot so that the roof would have the correct height inside. Member Morrie asked what was the pitch of the existing roof. Mr. Court stated that it is one and twelve. Member Morrie stated that he believed, with that pitch, there would be trouble with the roof later on. Vice-Chair Champagne asked if the existing roof was being redone. Mr. Taruski stated that there was a product that is used on commercial roofs that is a rubbery substance that will protect the roof. Vice-Chair Champagne asked about the coating that will be painted on the roof. Mr. Taruski stated that once the product is applied, it will all look like new roofing. All new roofing material would be white to match the old roofing material. Member Morrie asked if there were tenants located in the building now. Mr. Taruski stated that there is one that will be moving out in the next couple of weeks. Member Morrie stated that, for safety reasons, there might need to be railings on the ramps. Mr. Taruski stated that the ramps are drivable and wouldn't need railings. He would put them on if the Fire Marshall stated that it needed it.

Member Collin made a motion to approve as presented. Vice-Chair Champagne seconded it. It passed unanimously.

- 2. Case DAB-2018-0010 / 233 Lake Street / Parcel # 23049235** The applicant seeks a favorable recommendation for site plan, including a new fence. Heather Garner was the applicant. She is putting a daycare center in that space. She would like to construct a fence around the yard. Chair Peltier asked what the dimensions of the fence were. Ms. Garner stated that, in the photos, there was a marker showing where the six foot high fence would come up to the house. Member Reed asked what area would be fenced. Ms. Garner stated that she would not be fencing the front yard. The back yard would be fenced with a partial fence around the side of the building. She would also like to paint the columns and the porch railing white to match the fence. Member Reed asked if there would be two gates. Mr. Garner stated that they might expand to include the VTEL building next door and that there would be a gate directly into the yard. Member Morrie asked if the daycare would be in the back of the building. Ms. Garner stated that most of the parents would be entering by the side door. Member Morrie asked if there would be any changes to the building. Ms. Garner stated that, if she receives her grant, she would refurbish the building in the back so it would be usable space but the footprint wouldn't change. Member Poston made a motion for a favorable recommendation for a new fence and some trim painting. Vice-Chair Champagne seconded the motion. It passed unanimously.
- 3. Case DAB-2018-0011 / 17 Hudson Street / Parcel # 22044017.** The applicant seeks a favorable recommendation for new façade materials/features/colors. Lisa Johnston was present as the building owner and Mr. Bannister as the contractor. Mr. Bannister presented the material that would be used to replace the wood on the existing building. Member Poston asked if there would be any trim work, fascia on the roof, etc. Mr. Bannister stated that there would be a new white drip cap on the roof. There are brand new windows in the building so they would simply trim around them. Member Morrie asked if they would be removing the existing siding. Mr. Bannister stated that the existing siding cannot be salvaged or built upon. Member Poston asked if the roof would be changed. Mr. Bannister stated that it would stay the same. Vice-Chair Champagne asked if the trim would be painted white. Mr. Bannister stated that it would be white coiled metal around the windows. Vice-Chair Champagne stated that they have been discouraging metal siding downtown and asked if they had looked at any other materials. Ms. Johnston stated that all of the buildings around her are metal and that they were trying to stay in character with the neighborhood. Member Morrie stated that hardy board would be a material that could be looked at. Ms. Johnston stated that there might be problems with the neighbor hitting the building and damaging the wall. It will be cheaper to change the metal than the hardy board. Ms. Johnston clarified that they were only residing three walls of the building and that the fourth wall was already metal as the pictures showed. Member Poston presented a footnote on Article 706.2 that states, with unanimous approval, if the majority of pre-existing buildings on the block have common façade material, that material shall be used for new or replacement facades on that block. The case was tabled at 7:10 so Mr. Southwick could get a copy of the current rules. The case was reopened at 7:20. Chair Peltier read the current rules that does not include the footnote that Member Poston pointed out to the Board. Ms. Johnston asked for a list of acceptable materials. Chair Peltier asked Mr. Southwick to make a copy of the acceptable materials. Member Collin

made a motion to table this case until next month. Member Poston seconded the motion. It passed unanimously.

4. **Case DAB-2018-0012 / 168 - 170 Lake Street / Parcel # 26049168** The applicant seeks a favorable recommendation for new siding. Dean Henry was there as the applicant. He will be replacing that existing siding with a vinyl siding. Member Morrie asked if they would be removing the existing siding. Mr. Henry stated that they would be siding over the existing siding. Vice-Chair Champagne asked if it would be white trim and soffits. Mr. Henry stated that it would. Member Collin made a motion for a favorable recommendation as presented. Chair Peltier seconded the motion. It passed four to one with Member Morrie dissenting.

### C. Other Business –

1. **Approval of minutes** – Member Morrie made a motion to approve the April 23, 2018 minutes as amended. Member Poston seconded the motion. The motion passed with Members Collin and Reed abstaining.

2. **Other -**

Chair Peltier stated that there will be officer elections during the next meeting.

- a. Peoples Trust Co Solar Project – Mr. Mike McCarthy with SunCommon gave a presentation on the Peoples Trust Company Solar. 104 modules will be placed on the east and west facing roofs. They will get about \$7,000/year in offset. They are very low profile and not easily visible from the street. Member Poston asked what the timeline was for this project. Mr. McCarthy stated that they are applying for the permits within the next couple of weeks. They expect to start the solar panel installation in August. Vice-Chair Champagne asked what type of roofing was on there now. Mr. McCarthy stated that it is an asphalt roof in the middle of its lifespan. Member Morrie asked why they were not replacing the roof before installing the panels. Mr. McCarthy stated that it is more of an art than a science when deciding whether to keep a roof.
  - b. Sign Updates –Durdy Nelly’s sign is up. Grazers, Feldman’s Bakery, and 242 South Main have signs going up. The feather sign was removed At 146 No. Main Street. Subway is working on removing their sign.
  - c. Enforcement Updates – Vice-Chair Champagne asked about the Catalyst Coffee House. Mr. Southwick stated he would follow up with them.
3. Confirm next meeting date: **JUNE 25, 2018 6:30 pm**

### D. Public Comment - None

**Adjourn** – Chair Peltier made a motion to adjourn at 7:52. Member Poston seconded. The motion passed unanimously.