

**MEETING MINUTES
ST. ALBANS CITY DESIGN ADVISORY BOARD
REGULAR MEETING
ST. ALBANS CITY HALL, 100 NO. MAIN ST.
6:30 PM MONDAY, JUNE 24, 2019**

FINAL

Board Members Present: KarenMarie Peltier, Chair; Elizabeth Reed; Evan Champagne, Vice-Chair Champagne; Stephen Poston

Board Members Absent: John Morrie; Dana Scofield

Staff Members Present: David Southwick, Planning and Permitting Administrator; Chip Sawyer, Director of Planning & Development, taking minutes.

Public Present: See attached sign-in sheet.

A. Open Meeting – Chair K.Peltier called the meeting to order at 6:30pm

1. Consider any additions or deletions to agenda.

There was none.

B. Design Review – Consideration of the following applications:

1. **Case DAB 2019-006 / Shawn & Laurie Briggs / 109 South Main Street / Parcel # 26079109** The applicant seeks a favorable recommendation for a remodel and redesign of a front porch. *This property is located in a (B2) Business 2 District and the (DR-3) Residential Design Review District*

K.Peltier invited Shawn Briggs to describe the application. S.Briggs explained that their goal was to make the porch look more like a craftsman style bungalow with square columns and open slat style railings. He presented the materials and colors. Colors would be black, white and Sherwin Williams “Pepper Shake.” Would keep the white trim around the windows, but the storm windows and storm door would be black. The siding material presented was “Pepper Shake.” The bottom bases of posts would be encased. Posts would be standard 4x4 pressure-treated. No changes to the roof.

Motion by S.Poston to approve the project as presented. Second by E.Champagne. Approved with all in favor.

2. **Case DAB 2019-007 / St. Albans Shopping Center / 133 North Main Street / Parcel # 11063139** The applicant seeks a favorable recommendation for the re-striping of the parking lot and a new section of sidewalk. *This property is located*

in a (B1) Business 1 District and the (DR-2) Downtown Expansion Design Review District

K.Peltier invited Steve Ploesser to present the proposal. He explained that the proposal was an attempt to make the parking lot safer for vehicles and pedestrians. The goal is to get pedestrians to “safe areas” as they walk up the hill. Parking would be added back to the front of the lot, as S.Ploesser stated it was in the 1990s. Adding a sidewalk along the front of Rite Aid with bollards at either end. Handicap signs would be on yellow bollards. Striped STOP bars at the end of each parking row. More yield signs, possibly at the top off each handicap space sign.

E.Champagne asked how it would function in the winter. S.Ploesser said that the plowing was currently out to bid. Typically supposed to be plowed within 24 hours of a snow storm, but it seems to be accumulated to the northwest end. He stated that with the new design, they know they’ll have to do more with snow. Probably still stockpiled at northwest end, but cleared more often. He also said they need to get their tenants to take more deliveries behind the buildings.

E.Champagne suggested more crosswalk signs – one at each crosswalk. S.Ploesser stated that there was a worry that they would be run over frequently. E.Champagne suggested new permanent posts and signs where the crosswalks meet the hatched safety islands.

K.Peltier asked if the crosswalks could be stamped concrete or some other material, as suggested by section 706E6e.

K.Peltier and E.Champagne agreed that a lack of delineation for the pedestrian walkways was currently a problem for the parking lot. S.Ploesser asked if bollards would be acceptable at the four crosswalks. S.Poston agreed with the addition of the bollards where E.Champagne had indicated.

E.Reed asked about the line down the middle of the parking lot. E.Ploesser stated that it would be a yellow double line. E.Reed wondered if the sheer number of STOP signs would be confusing.

E.Champagne said that he appreciated the effort made by the applicants to go before the DAB and DRB for this proposed change.

Motion by E.Champagne to approve the application with the recommendation of the installation of four permanent Yield to Pedestrian signs located at each of the crosswalks. Seconded by S.Poston Seconded. Approved with all in favor.

3. **Case DAB 2019-008 / Cadillac Motel / 213 South Main Street / Parcel # 26079207** The applicant seeks a favorable recommendation for two new buildings and a site plan review. *This property is located in a (B2) Business 1 District and the (DR-4) Gateway Design Review District*

Chad Branon and Bonnie and Armand Turner presented the application to expand the Cadillac Motel property. Nearly identical to a plan earlier approved in 2015. C.Branon explained the proposed plan. The plan would add a 12-unit 2-story building. The Annex building would be renovated to 7 extended stay units. The main motel building would remain with some exterior renovations. The Hill building would be renovated into 8 residential units. There would be a new 7-unit building constructed at the north end of the property, near the Hill building.

C.Branon summarized the elevations, landscaping and Board recommendations from 2015. One change would be that the 7 unit building design would add a second floor porch.

S.Poston asked if everything presented about the new building closest to Main St. was the same as presented in 2015. C.Branon stated that it was the original building along with the changes that were recommended in the 2015 process.

S.Poston asked for colors and materials. B.Turner said that they were not able to have materials, but they did have images of similar buildings. The images showed "Savannah Wicker vinyl board and batten 12'6"" and "Heritage Cream 6 1/2". She said that the images only pertained to the two buildings on the hill (the Hill and the other new building). She said that fences would be white vinyl.

E.Reed asked if the Annex building color would change. A.Turner said that the southern buildings would be coordinated to be the same.

E.Champagne suggested programming the greenspace with swingsets and other amenities.

There was a discussion about what colors and materials were on file from the 2015 meeting. It was suggested that the applicants work with D.Southwick

Motion by S.Poston to approve as presented with the recommendations from 2015 and with the understanding that color descriptions and paint chips would be submitted to the Permitting office. Second by E.Reed and approved with all in favor.

4. **Case DAB 2019-009 / Main & Congress Street Project / 85 North Main Street / Parcel # 14063085; 89 North Main Street / Parcel # 14062089; 99 North Main Street / Parcel # 14063099; 8 Congress Street / Parcel # 11022008; 12 Congress Street / Parcel #11022012; and 8-10-12-14 Maiden Lane / Parcel # 14056008** The applicant seeks a favorable recommendation for a site plan

amendment, building height waiver request and a design change for the Maiden Street Market Rate Apartments Project. *This property is located in a (B1) Business 2 District, the (DR-1) Traditional Downtown Design Review District and the St. Albans Downtown Historic District.*

D.Cloud introduced the application for site plan changes, new design for the market rate housing building and a height waiver request.

B.Niquette continued the explanation of the proposal.

S.Poston asked for clarification that changes were only being proposed for the market rate building tonight. B.Niquette affirmed that, as well as at-grade changes to the site plan, itself.

E.Champagne asked if the tall feature in the central portion acted as an equipment screen. B.Niquette answer that it could and it would for any equipment placed behind it. The degree of rooftop equipment needed was not yet known.

E.Champagne opined that it may be difficult to give permission for a height waiver if the amount of rooftop equipment was not yet known.

B.Niquette continued to summarize the application as presented. He said that the cementitious panels would have a 7 or 8 inch reveal. He also explained that the developer's preference had been for the gray brick materials. In retrospect, the developer would be just as happy with the red brick siding version as well. He presented the material samples to the board.

E.Champagne opined about an arbitrary nature in the wood vespa panels. For instance, the wood panel seams would match the mullions of the adjacent windows. B.Niquette said they could look into that.

When asked, N.Boutin explained the parking changes in the proposed site plan. B.Niquette explained the movement of bike racks and some changes to the size of the pedestrian seating area.

E.Champagne asked about the "moveable" bike racks. The answer is that they were semi-permanent and would be moved in the winter. E.Champagne reminded everyone that people also bike in the winter. D.Cloud said that the City could deal with permanent bike racks in the winter.

B.Niquette asked how the board would like a larger brick. S.Poston stated that is something he would like to see ahead of time. K.Peltier said she felt that larger looked more industrial.

Motion by E.Champagne for a favorable recommendation for the site plan amendment with the understanding that the three bike racks shown on Main St. will be permanent and that there will be an additional three bike racks

installed to the south on Main St. The racks would allow two bikes per rack. That the board does not take issue with seeking a height waiver request but cannot make a recommendation without more information. And a favorable recommendation for the building design shown with the Academy Smooth Flash Full-Range Brick. Second by E.Reed and approved with all in favor.

C. Other Business

1. Discuss Certified Local Government status for historic preservation.
C.Sawyer reviewed the City's plans to pursue CLG status. DAB members were favorable. There was general discussion about historic buildings.
2. Approve May 20, 2019 meeting minutes – D&V

Motion by E.Reed to approve the minutes as amended. Second by S.Poston and approved by all in favor, except for E.Champagne abstaining.

3. Other
 - a. Sign Updates
D.Southwick had no updates on signs but did summarize how the Permitting office is working on checklists to ensure that applications are more complete earlier in the application and warning process.

E.Champagne mentioned that the Cross Consulting summary of proposed site plan changes presented for the City's application was a good standard to meet. Board members agreed.
 - b. Enforcement Updates

There was none.
4. Confirm next meeting date: **JULY 22, 2019 6:30 pm**

The board confirmed this date.

D. Public Comment

There was none.

Motion by K.Peltier to adjourn. Second by S.Poston and approved with all in favor at 8:38 PM.

St Albans Design Advisory Board - Regular Meeting
 Monday, June 24, 2019

Thank you for attending. Please sign in

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1			