

ST. ALBANS CITY DESIGN ADVISORY BOARD
6:30 PM, MONDAY, DECEMBER 18, 2017
ST. ALBANS CITY HALL, 100 NO. MAIN ST.

APPROVED 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 called meeting to order at 6:30

1. Discuss Additions or Deletions to Agenda – None

B. Design Review – Consideration of the following applications:

1. **50 Kingman Street / Parcel # 23048050** –The applicant seeks a favorable recommendation for exterior renovations and banners. No representative for the applicant came forward. Chair Peltier suggested that this case be tabled until a representative appears before the Board.
2. **70 South Main Street / Parcel # 260799070** –The applicant seeks a favorable recommendation for the addition of a cold storage room. Mike Manahan owner of Hometown Beverage came to speak to the Board. He would like to add a 14x44 room that will be three quarters cold storage. He states that the business does not have enough room for all the bottles that they are receiving. This would give more storage for the bottles. He would like to clean up the whole north side of the building and make it more presentable. He will be putting in security cameras in the back of the building to prevent people from gathering there after dark. He will do a green roof and Concord Buff yellow walls the same color it is now. This is going before the Development Review Board on Jan 2 for site plan approval. Member Morrie asked if he was going to continue the roof pitch? He stated that if Mr. Manahan did do that, it will be really low in the back. Mr. Manahan might need to do a whole new roof that is a bit steeper. Mr. Manahan stated that the contractor, Mr. Langevin will be making that determination. Member Morrie also asked about the trees on the side of the building. Mr. Manahan stated that they might take a few down or just trim them. He needs to talk to his neighbor Bob Cioffi about that. Member Champagne asked if there would be a concrete slab? Mr. Manahan stated that they are going to put an addition onto the one that they have now. Member Poston asked if there would be a new entrance? He stated that they would be putting an 8' garage door on the west side. Mr. Manahan left the meeting due to illness. The Board discussed the plans looking at the roof and the size of

the addition. Due to some unanswered questions, the Chair suggested that they give a recommendation and forward their questions to the Development Review Board.

- A Bollard will be added at the northwest corner of the building
- Trim will be added to the new and existing openings and corners of the area under review.
- Trim will be a minimum of 1x4
- The unpainted siding on the north elevation to be replaced and repainted in the same color Concord Buff yellow as the building.
- The metal roof will be the same color green as the roof is now.

Member Champagne made a motion for a favorable recommendation with the stipulations listed. Member Morrie seconded the motion. It passed unanimously.

C. Other Business --

- 1. Approval of minutes** – Member Poston made a motion to approve the minutes as amended. Vice-Chair Champagne seconded the motion. The motion passed unanimously.
- 2. Other** – Mr. Southwick brought in examples of signs that are going to be installed on Main Street. The first is La Casa Burrito. They will have a vinyl sign until the spring. The City is working with them on a façade grant for the awning and renovated façade. The second sign is a mockup of the proposed banners that the Downtown Committee is working on to replace the open flag. These would be inside the walking corridor and closer to the wall. Mr. Southwick presented the updated meeting dates schedule. Mr. Southwick also stated that the cases coming before the Board in 2018 will have case numbers that will co-respond to the Development Review Board case numbers. Member Morrie mentioned that he saw new posts with concrete along the building on Main Street. He doesn't remember that the Board approved. Mr. Southwick stated that they had a repair of the sidewalk, which didn't necessitate a permit but that he would look into the posts.
- 3. Confirm next meeting date: January 22, 2018 6:30 p.m.**

D. Public Comment - None

Adjourn – Member Poston made a motion to adjourn at 7:22. Member Morrie seconded. The motion passed unanimously.

St Albans Design Advisory Board - Regular Meeting
18-Dec-17

Thank you for attending. Please sign in

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Michael C. Marchen	24 Thorpe Ave	marchenm@yaho.com	309-3446
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