

**MEETING MINUTES
ST. ALBANS CITY DESIGN ADVISORY BOARD
REGULAR MEETING
VIA REMOTE
ST. ALBANS CITY HALL, 100 NO. MAIN ST.
6:30 PM MONDAY, JUNE 22, 2020**

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

Board Members Absent: Dana Scofield

Staff Members Present: David Southwick, Planning and Permitting Administrator; Tammi DiFranco, Property Services Assistant, taking minutes.

Public Present: Mark Ledoux, Cheryl Ledoux, Amy Demetrowitz, Chris Snyder, Kirsten Shapiro, Grant Butterfield

A. Open Meeting – KM.Peltier called the meeting to order at 6:37 PM

1. Consider any additions or deletions to agenda.
 - a. E.Reed requested to add a discussion at the end of the meeting to discuss downtown mural art.

B. Design Review – Consideration of the following applications:

1. **Case #2020-003 / Champlain Housing Trust / 20 Congress Street / Parcel #11022020 Continuation** Applicant seeks an amendment to a design element in DAB Case #2018-021 and DRB Case #2018-024. This property is located in the Business 1 (B1) Zoning District, The Traditional Downtown (DR-1) Review District, and the St Albans Historic District.

KM.Peltier invited the applicants (Amy Demetrowitz, Chris Snyder, Kirsten Shapiro) to describe the application.

A.Demetrowitz started by expressing her appreciation for everyone patience as they continued to explore the materials. They presented a cement board called Wood Expressions that has a photo of the woodgrain on it. They are confident that it will last a long time. They are doing everything as presented, but want to change the west elevation that faces the parking lot. They propose to do the gray cement siding all the way across the parking garage and keep the warm wood look where people will be walking near the building. It would cost them an additional \$6000 more to install the wood siding on the west side. C.Snyder stated that no one liked the look of the painted hardie board. The material presented comes premade; they just need to cut it to fit. It is a finished product once installed.

S.Poston expressed his appreciation for the work they put into finding a good product that would fulfill the design requirements. He stated that it is not

uncommon to see the public side of a building more dressed up and the utility side of the building more plain. He also stated that the product is presented as a clapboard system. He asked if the fasteners will show when finished. C.Snyder replied that the fasteners will be covered by the piece above.

E.Champagne thinks the material looks good. He wanted to know KM.Peltier's and J.Morrie's thoughts on the material and finish since they were able to handle it. J.Morrie stated that it looks like a hardie plank and very durable. KM.Peltier showed the sample. It is called Expression Wood, color is Oak, 24% gloss. It's pretty thick. Her opinion is that it is beautiful and she likes it better than the hardie plank.

Motion by S.Poston for a favorable recommendation of the Cemfort panel Oak as presented to the first level of the building with the exception of the west side facing the parking lot, which will be cement board siding similar to that above. Second by E.Reed. Approved with all in favor.

2. **Case #2020-004 / Marx II, LLC / 1 Federal Street / Parcel # 23033001**
Applicant seeks a favorable recommendation for changes to the façade. This property is located in the Business 1 (B1) Zoning District, The Traditional Downtown (DR-1) Review District, and the St Albans Historic District.

KM.Peltier invited the applicants, Mark Ledoux and Cheryl Ledoux, to describe the application.

KM.Peltier asked if they had already started making changes to the façade. M.Ledoux stated that they have not started the work being presented. He restated the previous approved permit. He stated that the wood on the lower front of the building needs to be maintenance free, which is what they are proposing now. The former tenant is not coming back, so they want to make more dramatic changes to attract a new restaurant. They are proposing the colors Wrought Iron and Coast Line. The trim they are proposing is Wrought Iron. They are proposing a board and batten style in Coast Line. This will go wherever there are beige wood areas. They will also remove one door and install the siding there also. C.Ledoux added that the look they are going for is more industrial on the outside and inside. It has been a Victorian look for over 20 years. They are moving towards grays and blacks.

E.Reed asked why they are leaning more toward the Coastline color? Her worry is that it might be really dark on the prominent color. She suggested Shale or Castle Stone. M.Ledoux stated that the colors they picked out will match well with the neighboring property. E.Reed asked if the signs will be painted to match the coastline. C.Ledoux stated that they will leave the signs for now and come back for sign approval once they get a tenant. M.Ledoux added that the new restaurant will put their sign in that place.

KM.Peltier asked if the applicants had a color swatch for the siding product. M.Ledoux stated that they have the brochure and a sample of the unpainted product; a PVC product that is 3/8 of an inch thick called Select from Royal Building Products Company. It will be the color of Coastline. KM.Peltier agrees with E.Reed that the Coastline will be too dark. She would like to see the shale or Castle Stone instead. M.Ledoux stated that there will be a lot of brick to contrast the dark color. S.Poston asked if there are any changes proposed to the second floor of the exterior. M.Ledoux confirmed that there are no current plans. E.Champagne asked if there is a plan for the brick to be cleaned or painted. M.Ledoux stated that the brick was cleaned up sometime in the last five years, but that they would look at it. They will also be repairing the concrete at the bottom of the building and repainting the existing color black.

E.Champagne stated that the south elevation at the two doors with window looks pretty broken up. He asked if it was their intent to make that all one plane and more cohesive. D.Southwick pointed out that one door is to be removed and replaced with the board and batten.

S.Poston asked if the awnings would be coming down. M.Ledoux stated that the awnings had already come down. D.Southwick stated that permission had been given to them to replace the fabric on the previous awnings. The applicants have decided to just remove the awnings.

E.Champagne stated that color is not his area of expertise, but that the board does like to have real color samples in order to make final approval. He would like to have real color samples turned in so that the members of the board could see what it will really look like. Many colors look different from what is presented on the computer screen. S.Poston suggested that the applicants inquire at Sticks and Stuff; they sell this brand. The board requested to see samples of Wrought Iron, Coast Line, Castle Stone, and Shale. The applicants asked how long it will take to get approval for the colors. KM.Peltier stated that once the applicants get the colors to D.Southwick, they will work their best to approve.

C.Ledoux stated that they are also going to switch out lights, but they are not prepared to present them. S.Poston asked if they could disregard the light proposal. C.Ledoux stated that they will be keeping all the lighting but removing the globe lights. She asked if there are any reasons why they cannot remove the current globe lights and just cap them off for now. The applicants will come back for approval of new lights at a later date. D.Southwick stated that there are no land development regulations about keeping lights on the building.

C.Ledoux stated that they will also be replacing all three existing doors. The doors will be the wrought iron color. KM.Peltier stated that the board would like to see all the information on the doors in order to approve them.

The application has been tabled until the board receives and approves the samples.

No motion.

3. **Case #2020-005 / Grant Butterfield / 10 Maiden Lane / Parcel # 14056010**
Applicant seeks a favorable recommendation for the extension of the elevator tower and the addition of rooftop terrace. This property is located in the Business 1 (B1) Zoning District, The Traditional Downtown (DR-1) Review District, and the St Albans Historic District.

KM.Peltier invited the applicant, Grant Butterfield, to describe the application.

G.Butterfield stated that the original approved plan shows the exact building, but the elevator tower is only nine inches above the roof. With all the recent changes in the world, outdoor space is more important than ever, so he wants to add a rooftop terrace. There will be two ways of egress in order to meet code. The two roof top terraces in the picture will be connected. The terrace on the right is a roof top coming from the building internally. Right now he wants to see the concept approved before he invests time and money into the changes. KM.Peltier stated that he is looking for conditional approval to move forward.

E.Reed asked what the intended purpose for the terrace will be. G.Butterfield answered it would be seating, a grill, and a seasonal place to enjoy. There is also the possibility of a hot tub in the future, so he would need to make sure that the roof is strong enough. He is trying to offer unique rental options.

G.Butterfield stated that there will be no change in materials.

E.Champagne really likes the idea of making the roof a livable part of the building. He asked where the mechanical will be located and about screening. G.Butterfield explained the process of locating the condensers. He explained that there is a rack that can stack two high. The sketch does not depict an accurate size of the condensers. They are all residential condensers.

S.Poston asked if there is more going on with the elevator elevation.

G.Butterfield stated that the elevation includes the elevator and a stairway.

KM.Peltier agrees that option C is the best elevation.

S.Poston asked if the condensers need to be mentioned in the motion. E.Reed stated that the condensers could be addressed at later date. E.Champagne stated that the critical piece is that the board will want to see this again once the idea is more refined.

Motion by S.Poston to give a favorable recommendation to the concept of extending the elevator an additional stop to the roof as presented in option C.

As well as for a stair only enclosure on top of the roof and the concept of a roof top deck. The board requests that following approval by the DRB, and when the concept is developed further, that the applicant will come before the DAB with additional details, including but not limited to lighting, deck details, rooftop condenser locations, and any additional revisions to materials. Second by E.Champagne. Approved with all in favor.

C. Other Business

1. Approve May 18, 2020 meeting minutes – Tabled until next meeting
2. Sign Updates
 - a. Catalyst and Red House Sweets are going to leave the signs where they currently have them but plan to change the content of at least one sign.
 - b. New signs for The Main Squeeze and The Drake
3. Enforcement Updates
 - a. There has been a lot of tree and parking enforcement.
 - b. Beverage Mart will be presenting a new snow removal plan in the near future. Construction has started at 239-41 North Main Street and there have been issues with the neighbors.
4. Other
 - a. E.Reed is on the Downtown Board's Art committee. They would like to see more downtown art in the community. They currently do things with the hotel and painting the electric panels. They would like to install a mural between Twiggs and Eaton's. They are looking for guidelines on color, what people would like to see in a mural, a logistical way to hang a mural, possibly using boards to be mounted on the brick. E.Reed asked if the board can create guidelines for downtown art, or what city board is responsible for creating these guidelines. D.Southwick stated that the boards themselves do not create rules or regulations, they enforce the existing rules. We would need to decide where this would fall for approval: is it a sign or a paint job on a building for example. D.Southwick is not really sure how murals have been approved in the past. KM.Peltier stated that this is something everyone can think about over the next month and D.Southwick can look into the process of approval.
5. Confirm next meeting date: **July 27, 2020 6:30 pm**
6. **Public Comment-** None

Motion by KM.Peltier to adjourn. Second by E.Reed and approved with all in favor at 8:03 PM.

On January 25, 2021, a motion to accept the minutes with changes was made by E.Champagne, seconded by S.Poston, carried unanimously.

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