

MINUTES
ST. ALBANS CITY DESIGN ADVISORY BOARD
REGULAR MEETING
CITY HALL 2nd FLOOR CONFERENCE ROOM
6:30 PM MONDAY, FEBRUARY 27, 2023

Approved April 24, 2023

Members of the Board Present: KarenMarie Peltier, Chair (via Zoom); John Morrie; Stephen Poston; Erik Johnson, Alternate.

Members of the Board Absent: Evan Champagne, Vice Chair.

City Staff Present: Sara Bennett, Property Services Manager; Angela Bernard, Minute Taker.

Members of the Public Present: Jesse Robbins; Susan LeClair; Dan Luneau; Caleb Menard (via Zoom).

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

1. Assign Alternates (as necessary) - none
2. Consider any additions or deletions to agenda - none

B. Design Review – Consideration of the following applications:

1. Case 2023-002 / Susan LeClair – 20 Stebbins Street / Parcel # 26082022
Applicant seeks a favorable recommendation for façade changes. Property is in the B-1 Business 1 Zoning District and the DR-2 Downtown Expansion Review District.

K. Peltier opened the hearing at 6:32 PM. S. LeClair introduced her application and explained the background of her plans for 20 Stebbins Street. S. LeClair showed the board images of the planned façade changes, including a new front door, exterior light above the door, new front windows, and a new cement step by the door. The plans also include a new blue color with white trim for the exterior of the building.

S. Poston asked if there would be changes to the roof of the building. S. LeClair said no, with the exception of new vents added to the side of the building. S. Poston asked if the new door would be the main entrance to the building. S. LeClair said yes. S. Poston asked if this would be for business or residential. She answered it is a planned residential property.

E. Johnson asked what the light fixture will look like. S. LeClair said she hasn't chosen one yet. S. Poston explained that the preference is for lights that point down, to cut down on light pollution.

S. Poston made a motion for a favorable recommendation at 20 Stebbins Street, as presented, with siding in Bayou Blue with white trim. A new door and windows as presented, with a recommendation that any lighting on the outside of the building be downlighting. The Board

also recommends placing a gutter over the door in the future. Second by J. Morrie. Motion approved at 6:43 PM.

2. Case 2022-003 / Jesse Robbins, Freeman French Freeman, Inc., Architects -190 South Main Street / Parcel # 26079190 Applicant seeks favorable recommendation for Site Plan Review. Property is in the B-2 Business 2 Zoning District and the DR-4 Gateway Review District.

K. Peltier introduced the case at 6:44 PM. J. Robbins and D. Luneau presented the case and introduced the updated, proposed changes, which involve removing a shed and building up against the existing structure.

J. Robbins pulled images from the plans up on the screen for the board to see, demonstrating the previously approved plans that came before the board at a past meeting, and showing the updated plans and changes to existing structure. D. Luneau passed around a sample of the proposed siding, which J. Robbins explained is already on the current structure.

E. Johnson asked whether there would be any trees removed. D. Luneau said no, with the exception of one maple tree that died and needs to be taken down. J. Robbins explained there would be a couple of new trees added to the front of the building, two red maples.

S. Poston summarized the project and what would be updated. Previously approved roofing, siding, and flower beds, are all remaining the same.

J. Morrie asked about water runoff from the roof. D. Luneau said he's working with an engineer to put in a roof drain and gutter. J. Robbins said there would be a swale and storm structure towards the back of the property. J. Morrie recommended a particular roofing material for the project.

S. Poston made a motion for a favorable recommendation for the property at 190 South Main Street as presented, with changes to the size and orientation of the building addition and a new small out building (storage building). Previously approved lighting, siding and roofing materials remain, however the board recommends Owens Corning shingles rather than the planned IKO shingles. Second by J. Morrie. Motion approved at 6:56 PM.

C. Other Business

1. Sign Updates – S. Bennett introduced a packet of quarterly sign permits and updates for the board, complete with images. There was some discussion on the updated changes on the sign in front of People's Trust Company.

2. Enforcement Updates – E. Johnson asked about enforcement issues for Main Squeeze and other businesses previously discussed at the last Board meeting. S. Bennett said there were no updates. K. Peltier asked about the updated paint color request from City Side Pub, first discussed at the November 2022 meeting. S. Poston explained that the business owner brought an approved color before the Board in January 2023, and that they gave the business until June 2023 to fix it.

3. Approve meeting minutes –

Minutes approval for January 2023 tabled until the Board has a chance to review them.

Minutes approval for November 2022 tabled until City staff has a chance to review a recording of the meeting and obtain a word-for-word description of conversation surrounding the City Side Pub paint color conversation.

4. Confirm next meeting date – March 27, 2023, at 6:30 PM. S. Poston explained he will not be able to attend the March 2023 meeting. J. Morrie explained that he may not be able to attend the April 2023 meeting.

5. Other – none.

D. Public Comment - none

Meeting adjourned at 7:15 PM