

Minutes
Design Advisory Board Meeting
Regular Meeting
St Albans City Hall, 100 N. Main Street, St Albans, VT, 05478
6:30pm, June 26, 2023

Approved 8.28.2023

Members Present: K Peltier (Chair), S Poston, E Johnson, J Morrie, C Menard

Members Absent: Elizabeth Reed (alternate), Evan Champagne (Vice Chair)

City Staff: Sara Bennet (Property Services Manager), Quinnlan Steele (Minute-taker)

Members of Public: Andre Dufault, Keith Norris, Maddie Norris, Daniel Luneau, Keely Doe, Jason Doe

K Peltier called meeting to order at 6:29pm

- J Morrie led the pledge of allegiance.

Additions: Member Election.

Deletions: Case 2023-010, 252 South Main Street, moved to next meeting.

Design Review

DAB Case 2023-007 | Andre Dufault & Juanita Manley | 136 South Main Street | Parcel # 26079136

Applicant design review – for a recently installed ADA compliant ramp. This property is located in the B2 Transition Business District and the DR3 Residential Design Review District.

A Dufault explained that the department of veteran affairs had put in a ramp, he assumed they would've cleared it with the board but they hadn't so he was there to do so.

There was discussion of moving the ramp to a less visible area or side entrance but the consensus was that there wasn't a great reason to.

S Poston moved to approve the request for reasonable accommodation of an accessible ramp at 136 South Main Street.

- J Morrie Seconded
- All were in favor

DAB Case 2023-008 | Keith & Maddie Norris | 236 South Main Street | Parcel # 26079236

Applicant seeks design review for façade changes to the residence. This property is located in the B2 Transition

K Norris explained that the previous owners hadn't taken good care of the building and as a result it needed new siding and trim. He and M Norris planned to replace the siding in "bayou blue" in the same traditional style with a white trim.

Board generally approved of the color choices.

E Johnson moved to accept traditional style “bayou blue” siding and white trim at 236 South Main.

- C Menard Seconded
- All were in favor

DAB Case 2023-009 | Daniel & Karen Luneau | 190 South Main Street | Parcel # 26079190

Applicant seeks site plan review -changes to a previously approved site plan renovation of existing building. This property is located in the B2 Transition Business District and the DR4 Gateway Design Review District.

D Luneau explained that it was just as cost effective to demolish the existing building as 190 South Main and build a new one instead of making the previously planned revisions. It would be the same color as the previous building and have a similar design.

E Johnson noted that the planned building had a rather broad, unbroken face.

S Poston agreed and noted that the doorway facing the street would need an awning of some sort to articulate the entrance.

The requirements for an awning were discussed. K Peltier explained that the structure had to protect people entering from the weather and make the entrance clear and prominent.

J Morrie suggested a pitched, shingled roof over both the main entrance and the side door, making the main door more obvious though so people understand it’s the main entrance.

C Menard also suggested, if possible, putting some sort of lighting in the structure over the door as well.

D Luneau explained that there is a plan to have some sort of light over every man-door.

J Morrie restated his previous recommendation to have a small pitched roof over the doors, noting that the shingles could match the roof above that.

S Poston moved to approve the new building as presented in the revisions for 190 South Main Street with the following recommendations.

1. A prominent entry as per 706A1; the board recommending an awning or shingled roof over the front man-doors
 2. Down-lights are incorporated into new roof structures as construction permits.
- J Morrie seconded
 - All were in favor

Board moved onto other business while waiting for K Doe

Approval of Minutes

January 2023 Minutes

E Johnson made a motion to accept Jan 2023 minutes as draft minutes.

- S Poston seconded motion
- All were in favor

April 2023 Minutes

C Menard noted that “rod iron” isn’t right, needed to be changed to “wrought iron”

K Peltier motioned to approve as corrected

- S Poston seconded
- All were in favor

May 2023 Minutes

J Morrie suggested changing “attested” to “presented” in the motion for favorable recommendation.

E Johnson motioned to approve minutes as corrected

- J Morrie seconded
- All were in favor

Election of Officers

S Poston nominated K Peltier for chair

- E Johnson seconded

K Peltier nominated S Poston for vice chair

- J Morrie seconded

All were in favor of both nominations.

DAB Case 2023-011 | Keely Doe | 248 North Main Street | Parcel # 22063248

Applicant seeks design review for façade changes including painting, new tin, and change of fence. This property is located in the B2 Transition Business District and the DR4 Gateway Design Review District.

J Doe explained that their plan was to replace the current green chain link fence with a more standard gray chain link fence with black plastic panels woven through the chains as well as put new decking over older boards to serve as an area for outdoor dining.

K Peltier responded with the fact that the board cannot approve a chain link fence and that the information provided in the packet indicated that the fence would be made of a different material.

K Doe explained that the original plan was to use a different material but just replacing the chain link fencing was more cost effective and that it appeared more stable than the other fencing options.

J Doe proposed the idea of postponing the discussion of the fence until they could provide a plan the board could evaluate. K Peltier agreed that this was a good idea and the subject switched to the decking. This discussion was found to be pointless though because choosing the right color for the deck would

require a concrete plan for the fence so they'd match. The board then addressed replacing the tin on the front of the building.

K Doe explained that their plan is to replace the upper tin in graphite gray and paint the siding section under it in platinum gray. The plan and colors were met with approval by the board.

S Poston moved to make a favorable recommendation for 248 North Main Street to replace fascia metal high on the building where signs are currently mounted with new metal in graphite gray with the siding below painted platinum gray. The question of new fencing and decking color was to be tabled until a new fence is decided on.

- J Morrie disagreed with the use of the word "fascia" for the section of tin to be replaced.
- C Menard seconded
- All were in favor

E Johnson made a motion to close the election of officers.

- S Poston seconded

K Peltier adjourned the meeting at 7:32pm, confirming the next meeting is on July 24th, 2023.