

**Minutes of the St. Albans City Design Advisory Board**  
**Regular Meeting**  
**St. Albans City Hall**  
**100 North Main Street St. Albans, VT**  
**Meeting Date: August 24, 2015**

***DRAFT***

Called To Order At: 6:35 p.m. by Katy Collin, Chair

Members	Present	Absent	
Katy Collin, Chair	x		
Jack Tremblay		x	
Evan Champagne	x		
John Morrie, V. Chair	x		
KarenMarie Peltier	x		

**Staff Present:**

Chip Sawyer - Director of Planning & Development  
 Curtis Comfort-Planning &Permitting Administrator  
 Robin Morrill, Minute Taker

**Public Present:**

See attached sign in sheet

**A. Open Meeting**

1. Consider any additions or deletions to agenda. NONE

**B. Design Review - Consideration of the following applications:**

1. **Case #2015-014 / 43 Lake Street / City of St. Albans / Parcel 23049043-** Applicant seeks a favorable recommendation for major site plan review. Applicant would like to construct an 84 room Hotel. This property is located in the *(B-1) Business 1 and (DR 1) Traditional Downtown Districts.*

a. Staff report - The Planning & Permitting Administrator read the account into record and presented plans and directed the board as to what sections of the regulations were pertinent to this application.

b. Applicant presentation - Peter Cross Cross Consulting Engineers P.C. on behalf of the applicant gave a presentation outlining the site plans and architectural plans. Steve Roy on behalf of the applicant outlined the street lighting as well as the building lighting. Cut sheets on LED Down lighting, decorative lighting, service area lighting and existing streetscape lights were reviewed. Building colors, building materials and windows briefly discussed. Floor

plans for first floor reviewed. Building height briefly discussed with no final height revealed. Signage for the building and lighting for signage reviewed. Halo lighting described

c. Public comment NONE

d. Questions and comments from the Board - Building materials, lighting placement and canopy material questioned. K. Collin questioned the use of metal siding. The consensus of the board is that metal siding is not an acceptable product in the historical district. Applicants representative stated that the metal siding would last longer, be easier to clean, require less maintenance and that other materials would be considered. K. Peltier questioned whether or not a full brick façade had been considered. The applicant stated that budget was a concern. E. Champagne also expressed concern with the metal siding and suggested more brick and expressed concern that the plans presented do not adhere to products suggested for the historic district. K. Collin would like the applicant to submit the material/materials cut sheets or equivalent for the materials surrounding the entry as it was undetermined at the time of the presentation. E. Champagne stated that the projecting halo lit sign on the south side façade does not fit in with any aspect of the building, the height of this sign is appearing to be two stories tall. The dimensions were not available by those presenting. K. Collin questioned if the Hampton Inn had any scaled down signage for historical districts. The applicants representatives response was no, yet they may be able to have the sign proposed amended to a smaller sign of the same design. C. Sawyer stated that the proposed sign does not violate any regulations and that he feels that function needs to be taken into account. K. Peltier requested that the applicant consider removing the second haloed sign on the eastern side of the building ,the representatives responded that he was positive that they could get approval for removal of the buildings east side sign. K. Peltier also requested the brick to go higher and the upper façade materials be flat versus corrugated.

e. Consideration of request and conditions The board recommends the following: Halo lit sign to be smaller, upper siding to be smooth and of a material other than corrugated steel siding. K. Peltier feels that the proposal does not meet the guidelines, she appreciates the effort but feels that it does not fit the surrounding historical neighboring buildings.

**Motion by KarenMarie Peltier for a favorable recommendation with the following considerations, that the scale of the corner projecting halo lit sign on the south side of the building be minimized, and that the corner projecting halo lit sign on the east side of the building be removed entirely; the red brick go up another level; and that the corrugated siding not be used and replaced with a smoother suitable material; second by John Morrie with all in favor.**

2. **Case #2015-015 / 213 South Main St. / Cadillac Motel / Parcel 26079207 -** Applicant seeks a favorable recommendation for a major site plan amendment. Applicant would like to renovate 2 existing buildings as extended stay and condominium units as well as constructing new 7 and 12 unit dwellings on the parcel. This property is located in the (B-2) Business 2 and (DR - 4) Gateway Districts.

a. Staff report - The Planning & Permitting Administrator read the account into record

and presented plans and directed the board as to what sections of the regulations were pertinent to this application.

b. Applicant presentation - Chad Brannon representative for owner Armand Turner gave a brief overview of the proposal beginning with a description of the property and buildings as currently being of, 3.5 acres including the building leased by Green Mountain Café, the Annex consisting of 14 rooms, the main building which is the motel office and 20 rooms, and the north hill building consisting of 20 rooms. Proposal includes the renovation of the Annex building into 7 extended stay units, update the main office building façade, the north hill building to be turned into 8 condo or apartment units, a new 12 unit residential rental building, and a second new 7 unit residential rental building. Applicant referenced affordable housing where folks could essentially own their own condo for what they are paying for rents now. Lighting cut sheets reviewed as well as the proposed lighting plan references standard LED lighting with no light pollution from the project, storm water system, storm water management, landscaping and parking discussed.

c. Public Comment - NONE

d. Questions and comments from Board - J. Morrie questioned how many parking spaces per unit were implemented into the plans? C. Brannon's response was 2.5 per regulations. K. Collin questioned the height of both new buildings, applicants response is that both buildings are 2 storey buildings. K. Collin questioned the colors of the siding and trim and the Mrs. Turner responded that the actual colors were Sage and Tinsel.

e. Consideration of requests and conditions- included in motion

**Motion by Evan Champagne for a favorable recommend with the following considerations; that the porch roof to extend 1 to 2 additional feet on building "F", additional ornamental trim to building F, provide additional trim at the peak of the gable ends to building F, and to add landscape elements to area "A", second by KarenMarie Peltier with all in favor.**

C. Other Business -

1. Update on up-lighting standards - C. Sawyer briefly discussed the Report on Proposed By-Laws approved by the Planning Commission on 8/17/15.

2. Approve Minutes -

**Motion by John Morrie to approve the minutes of June 22, 2015, second by Katy Collin with three in favor and KarenMarie Peltier abstained.**

**Motion by KarenMarie Peltier to approve the minutes of July 27, 2015 with a notation that Donna Howard be added to the list of public present, second by Katy Collin with three in favor and Evan Champagne abstained.**

2. Other - No other business

D. Public Comment - NONE

**Motion to adjourn at 8:40 pm by KarenMarie Peltier second by Evan Champagne with all in favor.**

Respectfully submitted,  
Robin Morrill  
Minute taker

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