

**Minutes of the St. Albans City Design Advisory Board**  
**Regular Meeting**  
**St. Albans City Hall**  
**100 North Main Street St. Albans, VT**  
**Meeting Date: April 27, 2015**

*Approved May 26, 2015*

Called To Order At: 6:38 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  
Robin Morrill, Minute Taker

**Public Present:**

None.

**A. Open Meeting**

1. Consider any additions or deletions to agenda. NONE

**B. Design Review - No Applications:**

**C. Other Business**

1. Discuss possible guidelines to allow up-lighting in City regulations

C. Sawyer provided a hand out with examples of up-lighting and discussions ensued. Currently up-lighting is not allowed basically because of light pollution and glare. Chip believes that there are several acceptable applications for up-lighting, and he has been in contact with other planners from other municipalities and towns regarding their regulations and requirements for such which were also discussed.

Potential up-lighting regulations discussed include: Building materials being shined upon must discourage glare, to enhance unique structural architectural features or symbolic/historic significance in correlation to the façade or item/items being up-lit. DAB agrees that there is a

place for up-lighting yet a list of standards must be drafted by the Planning Commission members.

2. Discuss rescheduling May 25 meeting (Memorial Day)

Rescheduled tentatively for May 26<sup>th</sup>

3. Approve Minutes.

**Motion by Evan Champagne to approve the minutes of February 23, 2015, second by Jack Tremblay with all in favor, except KarenMare Peltier abstaining.**

4. Other

Twigg's Deck approved by the DRB 3-16 with condition that the pressure treated lumber be stained to compliment the existing architecture within 1 year of the completed project, fencing to be kept in the same condition it is now and that all permits be in place.

Wider curb cuts also approved by the DRB at the Federal St. (Clarence Brown filling station) site.

5. Public Comment – NONE.

**Motion to adjourn at 7:25 pm by Evan Champagne second by Jack Tremblay with all in favor.**

Respectfully submitted,  
Robin Morrill  
Minute taker