

MINUTES
ST. ALBANS DESIGN ADVISORY BOARD
ST. ALBANS CITY HALL, 100 NORTH MAIN STREET
6:30 PM, MONDAY, JULY 22, 2024

DRAFT

Members of the Board Present: IN PERSON: KarenMarie Peltier, Chair; John Morrie; Caleb Menard; Molly Rand

Members of the Board Absent: Stephen Poston; Elizabeth Reed, Alternate

Members of City Staff Present: Sara Bennett, Property Services Manager; Katie Haseltine, Minute Taker

Members of the Public Present: Hong Yeung

A. Begin Recording and Call to Order - K. Peltier called to order at 6:31 PM

1. Pledge of Allegiance - J. Morrie led the pledge of allegiance.
2. Assign Alternates (as necessary)
3. Consider any additions or deletions to agenda - None.

B. Design Review - Consideration of the following applications:

1. DAB Case 2024-005 | Yeung Group, LLC | 41 10 Stebbins Street | Parcel #26082010

Applicant seeks Design Review for new siding and trim color. This property is located in the B1 Central Business District and the DR2 Downtown Expansion Design Review District.

- a. K. Peltier opens the case and H. Yeung introduces himself explaining that they'd like to do new siding and trim color.
- b. K. Peltier explained that H. Yeung missed the deadline for last month's meeting and she ended up making an executive decision to help move along the process. H. Yeung was dealing with some vandalism and needed to expedite the new siding and trim as soon as possible. After doing some research on available material, H. Yeung was directed to be a case in tonight's hearing for final decision by the board.
- c. M. Rand notes that the khaki siding with white trim would match well with his property next door. H. Yeung is limited to particular colors given the time frame in which they'd like the project finished by. J. Morrie mentions ABC Supply in Williston almost always has what he needs in stock or can get it within 2 weeks. K. Peltier proposes considering a conditional approval to see if H. Yeung can check with ABC Supply about available siding colors.
- d. M. Rand proposes a motion to allow a conditional approval of the khaki siding with white trim once H. Yeung has checked with ABC about available siding in the original color, H. Yeung proposed and K. Peltier approved. J. Morrie seconds. Motion passes with all in favor. K. Peltier amends the motion for the siding to be D4 siding. J. Morrie seconds. Motion passes with all in favor.

2. DAB Case 2024-006 | Richard Than | 257 Lake Street | Parcel #23049257

Applicant seeks Design Review for facade changes and repair. This property is located in the B1 Central Business District and the DR2 Downtown Expansion Design Review District.

- a. K. Peltier opens the case and notes that the applicant did not provide any examples of their proposed changes. K. Peltier closes the case since the applicant is not present.

C. Other Business

1. Sign Updates

- a. S. Bennett notes that this is the first Sign update in a year so there is a few to review.
- b. K. Peltier asks about the Eaton's temporary sign for a sale happening. S. Bennett notes that the sale was for July 2023 and has passed. K. Peltier notes that they are doing the sale again this weekend and asks if they have requested a new sign. S. Bennett has not received anything.

- c. C. Menard asks why there are 2 different signs for Tee Time Treats. S. Bennett explained that the applicant had already ordered yellow and green signs and used that temporarily for their grand opening. S. Bennett approved a maroon colored sign that they have since ordered and will be replacing the original signs with the new one when it arrives.
3. Enforcement Updates - None.
4. Approve Meeting Minutes
 - a. May 22, 2024
 - J. Morrie does not recall discussing adding a railing from the building to the sidewalk. C. Menard and M. Rand agree. C. Menard provides S. Bennett with edits to the wording. C. Menard motions to approve the minutes. J. Morrie seconds. Motion passes with all in favor. K. Peltier abstains.
5. Confirm next meeting date: **August 26, 2024**
 - a. K. Peltier confirms next meeting and M. Rand states she will be either absent or remote.
6. Other - None
4. Public Comment - None.
5. Adjourn.
 1. K. Peltier adjourns the meeting at 7:04 PM.

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