

THE WRITTEN MINUTES ARE A SYNOPSIS OF DISCUSSION AT THE MEETING. MOTIONS ARE AS STATED BY THE MOTION MAKER. MINUTES ARE SUBJECT TO CORRECTION BY THE SHELburne HISTORIC PRESERVATION AND REVIEW COMMISSION. CHANGES, IF ANY, WILL BE RECORDED IN THE MINUTES OF THE NEXT MEETING OF THE COMMISSION.

**SHELburne HISTORIC PRESERVATION &
DESIGN REVIEW COMMISSION**

March 10, 2016

Minutes

Members Attending:

Tom Koerner, Ann Milovsoroff, Dorothea Penar, David Webster

Staff Attending:

Dean Pierce, Susan Cannizzaro

Others Attending:

Tracey Beaudin, Brandy Saxton (via conference call)

Call to Order:

Dorothea Penar called the meeting to order at 8:17 a.m.

Approval of Minutes:

David Webster moved to approve the minutes of February 25, 2016. Ann Milovsoroff seconded the motion, which was unanimously approved.

Discussion with Tracey Beaudin regarding Shelburnewood Mobile Home Park:

Tracey Beaudin, resident and Shelburnewood Mobile Home Park Coop President, was present to discuss the possibility of having the mobile home park removed from the Village Design Review Overlay District or revising the review and permitting process for the Park. She explained that the Coop has developed Bylaws and its own Community Rules that residents must abide to, and they are trying to simplify the permit process for its residents. Copies of both documents were distributed.

The HP&DRC members explained and discussed the relationship between the mobile home park and its adjoining properties in the Village. Dorothea Penar also explained how the Commission would like to be partners with the Coop to make the park a pleasant place for everyone. She added that the park neighborhood is similar to McCabe Circle and suggested that Tracey have a conversation with their homeowners association.

Dean Pierce stated that the Planning Commission has looked at this issue in the past and continues to do so. He raised the following questions for the HP&DRC members to consider:

- 1) Would the Commission consider a zoning map change? (All opposed)
- 2) Would the Commission consider recommendations going to the Zoning Administrator rather than the DRB (similar to FBZ)? (All approved)
- 3) What are the standards the Commission would like to see for the Mobile Home Park? (Village compatibility standards; not historic standards)

Dorothea Penar offered to attend a meeting at the mobile home park to explain what the HP&DRC does and how it can help residents. She added that the Commission is a service to the community and does not want to be a stumbling block.

Tracey Beaudin thanked the Commissioners for their time and left the meeting.

Design Review Guidelines Update:

Brandy Saxton joined the meeting via conference call. Updated draft design guidelines were distributed, as well as a memo from Brandy summarizing the changes that have been made since the last draft was reviewed. There was discussion of the wording “when feasible”. Some members felt it is used too often throughout the document; however, Brandy feels it helps convey flexibility which is needed since these are guidelines. Brandy noted that she has replaced a number of photographs and added captions. The members also discussed the appropriate section to address mobile home park guidelines/standards and concluded that they should be added to the “New Construction” section. Potential case studies to be included in the document were considered and the following 3 projects were agreed upon:

- 1) Shelburne Inn (commercial/large project)
- 2) Paul Grover, Cottage Lane (residential project)
- 3) Harbor Road Partners/Reg Gignoux (accessory structure)

The conference call with Brandy was concluded.

Other Upcoming Planning Commission Agenda Items:

Dean Pierce reported that the Planning Commission will be discussing potential Bylaw changes. In addition, they have been discussing the possibility of creating a housing sub-committee.

Dorothea Penar inquired whether Rice Lumber is proposing to demolish the existing houses on Route 7, in addition to the commercial buildings in the back, as part of their new subdivision project. She noted the houses were included on the list of historic structures for Form Based Zoning. Dean Pierce will review the Act 250 documentation to see if it addresses the issue. Dorothea Penar added that they should be considering adaptive reuses of the houses.

Other Business:

Staff distributed an email correspondence from Laurie Valentine’s daughter informing us that Laurie will be stepping down as a member of the Commission due to her medical and mobility limitations. It was noted that there are now two vacancies on the Commission, and potential new members were discussed.

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Adjournment:

The meeting adjourned at 9:50 a.m.

Respectfully submitted,

Susan Cannizzaro