

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**

January 28, 2016

Minutes

Members Attending:

Fritz Horton, Tom Koerner, Ann Milovsoroff, Dorothea Penar, David Webster

Staff Attending:

Dean Pierce, Susan Cannizzaro

Others Attending:

Brandy Saxton

Call to Order:

Fritz Horton called the meeting to order at 8:15 a.m.

Approval of Minutes:

David Webster moved to approve the minutes of December 17, 2015. Ann Milovsoroff seconded the motion, which was unanimously approved.

Resolution for Oda Hubbard:

Staff has prepared a resolution to recognize Oda Hubbard for her years of service on the Historic Preservation & Design Review Commission. Oda joined the Commission in April 1993 and served until her resignation last October.

Dorothea Penar moved to approve the resolution. Ann Milovsoroff seconded the motion, which was unanimously approved. Commission members and staff will sign the resolution certificate which will be presented to Oda.

Design Review Guidelines Update:

Brandy Saxton distributed a draft of the middle section of the updated Design Guidelines. She was looking for feedback on the overall structure and tone of the document as well as any red flags. The members briefly reviewed the text and provided some comments, corrections and suggestions. These included such things as captioning the photos, changing the font of the "handwritten" notes to a font that is clearer and easier to read, and the incorporation of as many local Shelburne photos as possible. There was also some discussion about storm doors, enclosed porches, concrete steps and dormers. It was noted that lighting language should be added to the sign section.

Some of the members requested additional time to read through the document. Any additional comments should be provided to Dean Pierce or directly to Brandy.

Vermont Railway Project:

Dean Pierce provided an update on the Vermont Railway project. The Selectboard is reaching out to the Committee chairs, and Fritz Horton met with Gary Von Stange last week. The Selectboard met with Vermont Railway at their meeting on Tuesday night. The Town has filed for a temporary injunction. The members discussed the effects the project could have on the Village including increased truck traffic and noise.

(Dorothea Penar left the meeting.)

Other Upcoming Planning Commission Agenda Items:

Dean Pierce reported that the current version of Form Based Zoning, which incorporates the historic preservation language, has been reviewed by the Town's attorney and no problems were found. It is possible that the Planning Commission could now close the hearing and bring it to the Selectboard.

Other Business:

There was no other business.

Adjournment:

The meeting adjourned at 10:10 a.m.

Respectfully submitted,
Susan Cannizzaro