

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**

October 13, 2016

Minutes

Members Attending:

Dorothea Penar, Tom Koerner, Ann Milovsoroff, Marc Vincent, Eileen Warner, David Webster

Staff Attending:

Dean Pierce

Others Attending: Tracey Beaudin (Shelburnewood Mobile Home Park Coop), Oda Hubbard

Call to Order:

Dorothea Penar called the meeting to order at 8:15 a.m.

Approval of Minutes:

Tom Koerner moved to accept the minutes of September 22, 2016. Ann Milovsoroff seconded the motion, which was approved.

Introductions:

All those present introduced themselves.

Review of Application DR16-11:

Tracey Beaudin presented a proposal by the Shelburnewood Mobile Home Park Coop for a combined neighborhood designation sign/bulletin board. Per project plans the structure would be 18 inches by 36 inches in size, mounted on two pressure treated timber posts, and covered by a shingled cap. The design of the sign features a tree (of unknown type). The bulletin board portion of the structure (facing east) would be covered by plexiglass. The structure, which per plans is less than six feet in height, would be located near the entrance to the property in the area east of the bend in Shelburnewood Drive. The plans do not depict lighting. However, in the course of the review, the possibility of installing solar powered LED lamps was mentioned by the applicant.

The HP&DRC also discussed the Coop's desire to establish an expedited review process for fences installed between homes in the park. Tracey Beaudin described two types of fences—one decorative, one for privacy purposes—that have been considered by the SMHP Coop board. The decorative fence deemed acceptable by the Coop board is rustic design featuring two rails. Three styles of privacy fence (some wood, some vinyl) have been deemed acceptable by the Coop Board. Tracey Beaudin explained the Board is hopeful such fences can be approved without review by the Development Review Board following payment of a reduced fee. Dean Pierce responded by describing a process

involving approval of a fence master plan by the DRB which might allow for a simplified review process. He added the fees are set by the Selectboard and cannot be waived by the DRB or staff. Commissioners expressed support for Dean Pierce's comments. Members of the HP&DRC also expressed preference for fences made of wood over those made of vinyl. They also commented on the color-fastness of vinyl fences.

Discussion of the sign/bulleting board proposal resumed, with Tracey Beaudin describing the possibility of lighting the sign in the future using one or two solar powered LED fixtures. Dorothea Penar asked about the possibility of lighting the sign with a single, more elongated fixture. After further discussion, the HP&DRC voted to recommend approval of the project and authorized installation of up to two solar powered circular LED lights above the sign. The authorized lights must be black in color versions of model JB6268 made by Ideaworks. The motion was made by David Webster, seconded by Marc Vincent, and approved by unanimous vote.

Commissioners then voted to continue discussion of the Coop's plans for fences in the park on November 10. The motion was made by David Webster, seconded by Marc Vincent, and approved by unanimous vote.

Upcoming Planning Commission Agenda Items:

Dean Pierce reported that Planning Commission is starting to focus its attention on planning issues relating to the Rural portions of Shelburne. He also described upcoming discussions relating to energy planning and form based zoning. The discussion of energy planning touched on ways the Town can increase the amount of influence in the Section 248 review process, particular when proposed projects might have a negative impact on aesthetics.

Other Business:

Dorothea Penar announced that she will be participating in the "50 Years of Preservation" event taking place in Randolph on October 20th. She intends to make a presentation on Design Review in Shelburne. The event will occur at the Chandler Center from 1 to 4 pm. Others are encouraged to attend.

Dean Pierce then recognized former member Oda Hubbard, who was honored with the presentation of a framed resolution. The resolution recognizes, acknowledges, and celebrates Oda's many years of service to the HP&DRC. In particular, it recognizes "her commitment to attractive, contextually-appropriate, and sensible (or shall we say "not too fussy"?) design. Oda accepted the resolution to loud applause.

Adjournment:

The meeting adjourned at 9:03 a.m.

Respectfully submitted,
Dean Pierce