

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 1, 2018

Minutes

Members Attending:

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

Staff Attending:

Dean Pierce, Susan Cannizzaro

Others Attending: Rosemarie Dubois, Chuck Dunham

Call to Order:

Dorothea Penar called the meeting to order at 8:30 a.m.

Approval of Minutes:

The minutes of January 11, 2018 were deferred due to the lack of a quorum able to vote on these minutes.

Eileen Warner moved to approve the minutes of January 25, 2018. Ann Milovsoroff seconded the motion, which was unanimously approved.

Design Review Application DR18-02 –Michael & Rosemarie Dubois, 622 Falls Road:

Rosemarie Dubois was present to request approval for a new 4' tall, black aluminum fence in their rear yard. The application included a cut sheet of the fence, as well as photographs showing examples of the fence style. She added that the fence will be similar Shelburne Museum's fence along Route 7.

David Webster made a motion to recommend approval of the application as submitted. Ann Milovsoroff seconded the motion, which was unanimously approved.

Design Review Application DR18-03 – Shelburne Methodist Church, 30 Church Street:

Chuck Dunham, a member of the church's Board of Trustees, was present for this application. The application is for replacement steps on the west side of the church. There had originally been a set of stone steps there, but they have since deteriorated and been removed. The proposed replacement steps would be pre-cast concrete. Mr. Dunham stated that the door is not used regularly, but serves as an emergency exit.

David Webster asked Mr. Dunham if he had a cut sheet or photograph of the proposed steps, to which the answer was no. David stated he has concerns with the steps being proposed for this historic structure, and in such a visible location. He then asked Mr.

Dunham if there will be railings, to which Mr. Dunham replied yes. David added that the Commission will also need the details and sketches or a cut sheet for the railings. There was further discussion and it was noted that the sketches of the proposed steps provided with the application have measurement inaccuracies which will need to be corrected.

David Webster made a motion to continue the application until next week's regularly scheduled Commission meeting. Tom Koerner seconded the motion, which was unanimously approved.

CLG Grant for the completion of the Shelburne Falls National Register nomination:

Dean Pierce reported that the Town's CLG grant application has been approved. The contract paperwork is underway, and he will be preparing a Request for Qualifications for the completion of the project.

Discussion of Historic Preservation Incentives:

The members in attendance decided this agenda item should be deferred until the full board can be present. It will be on the agenda again for the second meeting in April. This will also give the Commissioners additional time to do research and come to the meeting with ideas. Tom Koerner stated that it might be helpful if a library of potential funding sources for historic renovation projects could be developed which could be distributed as a handout to applicants. Potential zoning regulation incentives were briefly discussed (i.e. increased density, reduced coverage, reduced setbacks).

Upcoming Planning Commission items:

Dean Pierce distributed a schedule for future Planning Commission discussions on the Town Plan. He stated that the Commission hopes to have a draft done by the end of May. The Historic and Cultural Resources section of the Plan will be revisited at the March 22nd meeting and again at the April 19th meeting. He added that there has been a lot of discussion regarding infill and that this could be included in either the Historic and Cultural Resources section of the Plan, or the Future Land Use section.

Other Business:

There was no other business.

Adjournment:

Eileen Warner moved that the meeting adjourn. Tom Koerner seconded the motion, which was approved. The meeting adjourned at 9:26 a.m.

Respectfully submitted,
Susan Cannizzaro