

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**

May 10, 2018

Minutes

Members Attending:

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

Staff Attending:

Dean Pierce, Susan Cannizzaro

Others Attending:

John Helzer, James Nassar, Jr., Jane Zenaty

Call to Order:

Fritz Horton called the meeting to order at 8:30 a.m. and introductions were made.

Approval of Minutes:

Due to the lack of members available to vote on the April 26, 2018 minutes, the approval of minutes was deferred to the next meeting.

**Design Review Application DR18-10 – 5573 Shelburne Road LLC (John Helzer),
5573 Shelburne Road:**

John Helzer was present for this application. He explained that he and his wife have purchased 5573 Shelburne Road from Patrick Grangien and will be opening a new restaurant in mid-June. His application is for a replacement free-standing sign panel which will have a black background with gold leaf lettering and beveled edge. The sign will measure 72” wide x 30” high and will be affixed to the existing post. The existing lighting will be used.

Following a brief discussion, Dorothea Penar moved to recommend approval of the application as submitted. Ann Milovsoroff seconded the motion, which was unanimously approved.

John Helzer left the meeting.

The order of the agenda was modified while the Commission awaited the arrival of the other applicant.

Update on CLG Project:

Dean Pierce reported that the deadline for the RFP is tomorrow. To date, one response (from Brian Knight) has been received, and at least one more is expected.

Upcoming Planning Commission items:

Dean Pierce reported that at the last Planning Commission meeting the members discussed the natural resources and energy sections of the Town Plan. Tonight the discussion will focus on transportation, growth rate and housing.

Jane Zenaty joined the meeting.

Consultation with Village Safety Group Regarding Grant Application (Bench on Falls Road):

Jane Zenaty represented the Village Safety Group. She explained that the Group was formed as an Ad Hoc group in the summer of 2016 and it focuses on pedestrian and bicycle safety in the village core area. Some of their accomplishments to date include the creation of additional crosswalks, reduced speed limits, and the new upright pedestrian crosswalk signs.

She stated that the group has applied for a small AARP Community Challenge Grant. The funds will be used to purchase and install a second bench on the east side of Falls Road along the LaPlatte Nature Area. The bench style will match those in the municipal center and on the Parade Ground. The Safety Group is hoping to use any remaining funds for educational and publicity purposes.

Dean explained that this is not a formal application since the location of the bench will be in a public right-of-way; therefore, no action is required by the HP&DRC.

James Nassar, Jr. joined the meeting.

Jane Zenaty left the meeting.

Design Review Application DR18-11 – James & Kimberly Nassar, Jr., 730 Falls Road:

James Nassar, Jr. explained that he is proposing to remove his existing garage and porch and replace it with a new garage and porch on the same footprint. The siding will match the existing clapboard, the trim will match the existing trim, and the windows will be Anderson double-hung. There was some discussion regarding the style of the window and it was decided to keep them one over one. The garage doors will have a wooden look in either wood or composite.

Window placement was discussed. The windows next to each door on the east and north sides which were removed in the original drawings will remain.

Mr. Horton stated that the drawings should include more detail. The applicant noted the additional details requested on the drawings at the meeting.

Fritz Horton left the meeting. Dorothea Penar chaired the remainder of the meeting.

David Webster moved to recommend approval of the application for 730 Falls Road with the added notations to the drawings. Tom Koerner seconded the motion, which was unanimously approved.

Other Business:

Dorothea Penar reminded the members that the incentives discussion is scheduled to be on the next meeting agenda. Following a brief discussion, it was decided to postpone this item to a future date, to be determined.

Adjournment:

Tom Koerner moved to adjourn the meeting. David Webster seconded the motion, which was approved. The meeting adjourned at 9:21 a.m.

Respectfully submitted,
Susan Cannizzaro