

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 24, 2018

Minutes

Members Attending:

Dorothea Penar, Marc Vincent, Eileen Warner, Fritz Horton (by telephone)

Staff Attending:

Dean Pierce

Others Attending: Mendy Mitiguy, Allan Mackenzie

Call to Order:

Dorothea Penar called the meeting to order at 8:45 a.m.

Approval of Minutes:

Action on the minutes for April 26 and May 10 was deferred.

Design Review Application DR18-12 – Susan Spillane (owner) / Mendy Mitiguy (applicant), 30 Harbor Road:

Mendy Mitiguy appeared and addressed the Commission. She described the project, which involves enclosing a ground level patio at the rear of the building. The enclosed area would be converted to indoor office space. The office space would be accessory to the retail store operated by Ms. Mitiguy.

As depicted in drawings submitted with the application, the enclosed area would feature two windows located on either side of a door on the north elevation. Windows and door would match those located elsewhere on the building.

In response to questions from Commissioners, the applicant confirmed the building footprint of the enclosed area would match the existing footprint. Responding to a separate question the applicant explained the enclosed area would be supported by three piers.

Marc Vincent made a motion to recommend approval of the application as presented. The motion was seconded by Eileen Warner. There was no further discussion. The motion was voted upon and unanimously approved.

Dean Pierce confirmed that no HP&DRC action is required relative to the applicant's request to the DRB to modify the condition of approval relating to signage.

[Mendy Mitiguy departed the meeting.]

Application DR18-13 – Terri Price, 787 Falls Road:

No one appeared to represent the application. Dean Pierce explained that the applicant had indicated she would deliver materials and the application fee to the Planning and Zoning Office one day prior. However, to the best of his knowledge no materials were delivered. In light of the items omitted from the application, the HP&DRC deferred action.

Application DR18-14 – 802 Lee Properties LLC (owner) / Allan Mackenzie (applicant), 935 Falls Road:

Allan Mackenzie joined the meeting and discussed his request, which concerns the building known to some for housing certain local businesses Galipeau's Store, Natalia's Market, and Brad's Computers. Mr. Mackenzie described the project. As noted in the application, the work proposed consists of installation of a new roof with materials "similar" to the existing roof, installation of five new windows on the second floor, and "updating the rail system" on the exterior stairway providing access to the second floor apartment.

In the course of his description Mr. Mackenzie also described the need to rebuild the deck located at the rear of the building. Although the original application did not explicitly identify this element of work, HP&DRC members considered the application to be amended to include such work, as the area in question is clearly identifiable on a plan submitted with the application.

In describing his plans to revise the stairs, the applicant indicated that the changes are intended to insure the stairs "meet code" requirements relating to railing height. The proposed replacement windows are depicted in a catalog cutsheet (Anderson window) provided at the meeting. The installed windows would not include grilles.

Marc Vincent made a motion to recommend approval of the application as presented. The motion was seconded by Eileen Warner. There was no further discussion. The motion was voted upon and unanimously approved.

In response to a question from Mr. Mackenzie, Dean Pierce explained that the DRB would take action on the HP&DRC's recommendation on June 6.

[Allan Mackenzie departed the meeting.]

Upcoming Planning Commission items:

Dean Pierce explained the Planning Commission's current areas of emphasis are Transportation, Natural Resources, and Energy.

CLG Project Consultant Selection:

Dorothea Penar opened the discussion by sharing the results of a conversation she had had with David Webster regarding the proposals. Dean Pierce added that David has also submitted his comments in writing. [Marc Vincent also submitted comment in writing.] Dorothea indicated the Town had a positive experience working with Mr. Knight when he completed the Oral History project several years ago. She added she would be “very comfortable” working with him on the Shelburne Falls National Register Nomination project. Marc also voiced support for the proposal prepared by Brian Knight.

In addressing the VHB proposal Dorothea noted that Britta Tonn was one of the graduate students who prepared the original draft of the nomination and thus is familiar with the area. Dorothea also observed that the VHB proposal appears to propose more hours than are necessary to complete the project, especially given the amount of prior experience in the study area and the relative simplicity of the project.

With regard to the proposal submitted by Scott Newman, it was noted that Mr. Newman has presented to the Commission as the consultant to Scott Gardner for the project at 1056 Falls Road [within the proposed NR area]. Dorothea Penar noted that she and David Webster were familiar with some of his work as a result of a conference session they attended last year.

A preference for engaging Mr. Knight began to emerge among Commissioners. Dorothea Penar then added that as a precondition she would like to ask Mr. Knight to provide details about the several projects listed in the proposal as in progress. Her only concern would arise if the delays are due to dissatisfaction with Mr. Knight’s work at the state level. She would not be concerned if the delays are at the federal level. Dean Pierce responded that he would contact Mr. Knight to request those details.

Marc Vincent moved that the HP&DRC select Brian Knight as consultant for the Shelburne Falls Nomination project, pending receipt of information addressing Dorothea Penar’s concerns and clarifying the status of projects listed as “in-progress.” The motion was seconded by Eileen Warner.

Dean Pierce provided brief comments on the relative merits of the consultant proposals, giving a slight preference for 106 Associates but indicating satisfaction with selection of Brian Knight. Eileen Warner then added that she is putting her trust in the assessments provided by other members of the HP&DRC who have experience with Mr. Knight and the others

The motion was voted upon and unanimously approved.

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Other Business:

There was no other business.

Adjournment:

Eileen Warner moved that the meeting adjourn. Marc Vincent seconded the motion, which was approved. The meeting adjourned at 9:30 a.m.

Respectfully submitted,

Dean Pierce