

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**

July 26, 2018

Minutes

Members Attending:

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

Staff Attending:

Dean Pierce, Susan Cannizzaro, Ravi Venkataraman

Others Attending:

Brian Precourt

Call to Order:

Dorothea Penar called the meeting to order at 8:32 a.m.

Approval of Minutes:

David Webster made a motion to approve the minutes of June 28, 2018. Marc Vincent seconded the motion, which was unanimously approved.

Design Review Application DR18-17 – Precourt Investment Company, 80 Shelburne Shopping Park:

Brian Precourt was present to request approval for new windows and siding on the former “Old Shed” building in the Shelburne Shopping Park. He explained that the building has been vacant for about 1 ½ years and is in need of some repairs.

The proposed windows in the second floor apartments will be a combination of double-hung and awning style and the first floor windows in the restaurant/bar area will be fixed pane. The proposed siding will be “HardiePlank” clapboard style. The siding color has not yet been selected. David Webster suggested a dark color since the building was formerly a barn; however, Eileen Warner suggested a lighter color to make the building more visible. Brian Precourt added that the metal roof will be painted. David Webster commented that the proposed changes will be a major improvement to the building.

Tom Koerner moved to recommend approval of the application as submitted. David Webster seconded the motion, which was unanimously approved.

Update on National Register Nomination Project:

Dean Pierce reported that the National Register Nomination project is on track. An announcement was posted on Front Porch Forum requesting photos, stories or other contributions, but no response was received. Brian Knight arranged for a walk-about last

week. It is expected that Brian will have materials for the Commission to review in late August or early September.

Upcoming Planning Commission items:

Dean Pierce reported that the Planning Commission will be holding two informal Town Plan public input sessions on August 9th and August 23rd. A formal hearing will take place in October. He added that the Planning Commission will also have a display at Shelburne Day on August 18th.

A discussion on the Historic and Cultural Resources section of the Town Plan will take place at the Planning Commission's meeting on August 23rd at 7:00 p.m.

Other Business:

David Webster stated that he will be going to the Historic New England workshop in White River Junction at the end of September and asked if anyone else is planning to attend.

Dean explained an email he recently sent to the Commissioners regarding the approval of minutes. There is no statutory requirement that minutes have to be approved, and nothing that prohibits the voting of members who were not present at the meeting. He added this is for informational purposes only and he does not feel there is a need for a change in procedure.

Dean also explained that it has come to his attention that statutory notice requirements require that abutters to a Design Review application be noticed at least seven (7) days prior to the Development Review Board hearing. This is something that the applicant is required to do, and it will be added to the Design Review application checklist. He added that the Zoning Regulations could be amended to allow a Design Review recommendation be forwarded to the Zoning Administrator for approval rather than to the Development Review Board, so this is something that might be considered in the future.

Dean questioned if the HP&DRC wants to display anything at Shelburne Day since the Planning Commission will have a table there. David Webster suggested having copies of the walking tour booklet and the design guidelines available for viewing.

Adjournment:

The meeting adjourned at 9:15 a.m.

Respectfully submitted,
Susan Cannizzaro