

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**

August 8, 2019

Minutes

Members Attending:

Lauren Giannullo, Fritz Horton, Tom Koerner, Eileen Warner

Staff Attending:

Susan Cannizzaro, Dean Pierce, Ravi Venkataraman

Others Attending:

Lisa Charlebois, Philippe Charlebois, Jerry Fisher

Call to Order:

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

Approval of Minutes:

Tom Koerner moved to approve the minutes of July 25, 2019. Eileen Warner seconded the motion, which was unanimously approved.

Design Review Application DR 19-12 – 41 Falls Road LLC / Philippe and Lisa Charlebois, 41 Falls Road:

Tom Koerner recused himself, as he is working with the Charlebois on this project. He explained that the building is showing its wear and needs some maintenance, predominantly on the western facing elevation. The applicant is requesting approval for exterior improvements to include new windows, roofing, gutters and decking on the front porch, as well as repairs to the siding and trim. In addition, the existing window awnings will be removed.

The main roof will be architectural asphalt shingles with a standing seam metal snow belt, and the porch roof will be standing seam metal. The double-hung windows will have a 6 over 6 pattern and the fixed windows in the front bay will have a 2 over 2 pattern. The front porch decking will be Trex material.

The members had a brief discussion and all felt the proposed changes are respectful improvements to the building.

The application was continued to a special meeting scheduled for August 15, 2019 due to the lack of a quorum for voting purposes on this application at this meeting.

Tom Koerner rejoined the meeting as a member of the Commission.

Design Review Application DR19-13 – Russell Shapiro, 203 Harbor Road

Jerry Fisher represented the property owner, Russell Shapiro, who is requesting approval for six (6) larger replacement basement windows and new window wells. Dean Pierce stated that he discussed the project with Russell last week and that it is a limited project with little visibility. Jerry Fisher commented that the Russell would like the larger windows to help with moisture in the basement.

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

Upcoming Planning Commission Agenda Items:

Dean Pierce reported that the majority of tonight's discussion will be on the Form Based Zoning changes. The Commission is about two-thirds through the document and are hopeful of completing the review tonight or at the next meeting. Following that, a public hearing will be warned.

Other Business:

The members had a brief discussion again regarding the mural on the south side of the Village Mobil station and whether or not it constitutes a sign because of the ice cream cone pictured in the painting.

Fritz Horton provided a brief update on the library project and stated the masonry work on the Town Hall has been completed. He also reported that the clock works but needs to be evaluated by a professional. Eileen Warner stated she feels the trees in front of the Town Hall are overgrown and should be trimmed so the building is more visible, particularly now that the restoration work has been completed.

Dean Pierce reported that the next round of CLG grants was just announced. The Commission members had previously discussed that the next project will be to update the Historic Sites and Structures Survey that was last done in 2000. The grant requires a 40% match which is included in the Town's budget.

Lauren Giannullo stated that she looked at the information for the historic marker grant program. The cost of the marker signs is completely covered. She added that it would be a simple way to do something nice for the community at no cost.

Fritz Horton suggested that future agendas include an item for discussion of potential grant opportunities.

The special meeting next week to continue the Charlebois application will be via conference call. Dean will send an email with the call-in instructions and access code.

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Adjournment:

There being no further business, Tom Koerner moved to adjourn the meeting at 9:20 a.m. Lauren Giannullo seconded the motion, which was unanimously approved.

Respectfully submitted,
Susan Cannizzaro