

*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**

**September 14, 2023**

**Minutes**

**Members Attending:**

Ruth Hagerman, Tom Koerner, Ann Milovsoroff, Dorothea Penar, David Webster

**Staff Attending:**

Susan Cannizzaro, Aaron DeNamur, Kit Luster

**Others Attending:**

Paul & Georgene Grover

**Call to Order:**

Tom Koerner called the meeting to order at 8:30 a.m.

**Approval of Minutes:**

Ruth Hagerman moved to approve the minutes of August 24, 2023. David Webster seconded the motion, which was unanimously approved.

**Design Review Application DR23-13 – Paul & Georgene Grover, 38 Cottage Lane:**

Paul & Georgene Grover were present to request approval for a replacement standing seam metal roof. The existing asphalt shingles are loose and falling off, and it has also been discovered the shingles were improperly installed.

(Ann Milovsoroff arrived.)

Mr. Grover further explained the new roof will be 24-gauge metal and will have a low gloss finish. Various color options were reviewed. Aaron DeNamur reminded the members that they can discuss color options, but the Commission does not have jurisdiction to approve or require specific color choices.

Dorothea Penar moved to recommend approval of the application as submitted. Ruth Hagerman seconded the motion, which was unanimously approved.

**Other Business:**

David Webster raised a question regarding the Bylaw rewrite and asked for an explanation on which HP&DRC applications are referred to the Development Review Board and which can be approved administratively. Aaron DeNamur responded that the rewrite will not change the current process.

**HP&DRC Meeting**  
**September 14, 2023**  
**Page 2**

Tom Koerner requested staff reports be prepared for HP&DRC applications again. He stated he has found them to be helpful in the past.

**Adjournment:**

Dorothea Penar moved to adjourn the meeting at 9:04 a.m. David Webster seconded the motion, which was unanimously approved.

Respectfully submitted,  
Susan Cannizzaro