

Design Advisory Committee  
December 2, 2019, 5 PM at 3rd Floor Conference Center  
Welcome Center, St. Johnsbury, VT

Members Present: Bob Swartz, Kim Behr, Mary Hughes, Kelly Doyle, Diane Cummings, Michael Robey, Ashleigh Moriarty

- I. Review of the Minutes of November 4, 2019 meeting: approved
- II. New Requests/Applications

A. **220 Railroad Street, Mattress Discounters**: Application for signage for Mattress Discounters for a 4' x 12' sign, attached to the front of the building. The sign will include Diebond aluminum coating with white letters printed onto a grey surface. The lighting will be directed up at the sign with a shield over the light to prevent extra light pollution. The original application included a sign on a pole; this has since been removed from the application due to non-compliance with regulations. This sign, excluding the originally included pole sign, was recommended for approval.

B. **100 Maple Street, Porch Addition**: The DAC recommends that 1) the existing deck be checked to ensure that it is compliant with zoning regulations for size and setbacks, 2) if the deck *is* within compliance, then it should be adapted to be historically appropriate to the neighborhood and Historic District, which could include but should not be limited to: railings, roof/pergola, and lattice work, and 3) that the deck be painted by September 15, 2020 with colors that are reviewed by the DAC prior to application. Diane and Kim to prepare a few photos of suggested design features.

C. **New Avenue Renovation Changes**: Application includes maintaining the drive location, including a three sided enclosure for two dumpsters, reduction of parking spaces from 7 to 4, and reconfiguring the landscaping and pathways. DAC recommends approval for the above listed application components (maintaining drive, dumpster enclosure, reducing parking, proposed landscaping and pathways). Proposed paint for this project includes grey trim and grey window casings (with some slight variation due to manufactured materials). The DAC would like more information on the shade of grey used for paint trim and window casings, in addition for further information regarding the upper floor bump outs, and window trim paint, and window).

III. Old Business

- A. **Star Theater**: Signage was approved by the DRB, despite materials that are non-compliant in the historic district.
- B. 1372 MAIN St. StoneCrest Properties—Bob will write a letter to Kelly requesting that she acknowledge her plan to paint the new entry and reattach the corbels by June 1, 2020, and deliver the letter personally after the DAC has approved it.
- C. Bob to request Paul to:
  - 1. Follow up with Walgreens re: lighted sign removal and camera security sign removal

2. Give the DAC check list and/or signage check list to each Permit applicant who is slated to get DAC recommendation for approval
3. Attend the monthly meetings.

IV. New Business

DAC's Role for 2020: DAC would like to look toward new goals for the upcoming year to make the committee's role more official and collaborative with the other boards and committees within the town government.

New Chairperson for 2020: Bob Swartz will be stepping down as the chairperson for the committee in 2020. The DAC thanks him for his many years of service and dedication in this role and appreciates that he will remain on the DAC as a committee member. The committee will be appointing a new chairperson or co-chairpersons in 2020, TBD.

Railroad Street Signs: Many large paper signs are posted along Railroad St and Eastern Avenue. Although these signs are temporary, they are eyesores in the historic district. The DAC would like to know the timeframe for "temporary signage". The DAC also requests information from zoning regarding regulations of temporary signage (size restrictions, timeframes, etc), as well as whether the properties need approval for change of use for storage facilities vs. retail space.

V. Next Meeting Date: Monday, January 6, 2020 at 5 PM