

Design Advisory Committee

July 14, 2025

5 PM

St. Johnsbury Welcome Center - Conference Room

Members Present: Lorna Higgs, Mary Hughes, Tom Turek, Diane Cummings, Ashleigh Moriarty, Gillian Sewake, Sarah Gagne

Approval of Minutes:

Minutes from June 23, 2025 accepted

New Business:

- Boxcar & Caboose: DAC is awaiting an application for a new sign

Old Business:

- Complaint Form: Zoning form reviewed and shared. The form is designed to provide information regarding code compliance concerns to the Zoning department for follow up.
 - One concern that was raised is that this form should be used as an information tool for zoning, but in order to maintain a working relationship, not be given to the business/property owner.

Other Business:

- AT&T: Railroad Street, Presented by Bruno Ravel and guest: Change of the AT&T sign from previous logo to new logo. The proposed design has a backlit design so that it may be illuminated. They also propose to move “authorized dealer” from the sign to the door. The design presented is larger from the previous sign. The DAC is awaiting the application and further details.
- The DAC would like to have a member who has contacts with area businesses be able to reach out to business owners as a friendly ambassador to provide information on the sign application process, including the application paperwork.
- The DAC would like to have a member be able to reach out as a friendly ambassador to new homeowners in the design control district to be able to provide them with important information regarding the bylaws and application process.
- The DAC would like to consider other meeting times so that the Zoning Administrator is available to provide pertinent information regarding current and past applications.
- Flag Project: The project would like to increase the number of American flags in town to include all of Main, Eastern, Railroad and Concord streets in phases. This project will have to be approved by DAC, DRB, town treasury, and Discover St. Johnsbury. DAC approves pursuing this project.
- New Gateway Signs: The fundraising campaign is complete and the signs are ready to be installed.
- The DAC needs one more member on the committee.

Meeting Adjourned: 6:15

Next Meeting: TBD (August 11th @ 5PM is tentatively planned)