

*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 25, 2019**

**Minutes**

**Members Attending:**

Lauren Giannullo, Fritz Horton, Tom Koerner, Ann Milovsoroff, Marc Vincent, David Webster

**Staff Attending:**

Susan Cannizzaro, Dean Pierce, Ravi Venkataraman

**Others Attending:**

Katie Bohlin, Brian Precourt

**Call to Order:**

Tom Koerner called the meeting to order at 8:35 a.m.  
(Fritz Horton arrived.)

**Approval of Minutes:**

Fritz Horton moved to approve the minutes of June 27, 2019. Lauren Giannullo seconded the motion, which was unanimously approved.

Fritz Horton chaired the remainder of the meeting.

**Design Review Application DR 19-10 – Precourt Investment Co, LLC, 65 Falls Road and Shelburne Shopping Park:**

Brian Precourt was present seeking approval for a proposed connector drive from the rear of 65 Falls Road to the parking lot at the Shelburne Shopping Park. In addition, the parking area for 65 Falls Road will be expanded. The connector drive will provide easier access to 65 Falls Road for deliveries, plowing, trash removal, etc. Ravi Venkataraman noted that the project will also require Site Plan approval.

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

**Design Review Application DR19-11 – Precourt Investment Co., LLC / Jen Whalen, 65 Falls Road:**

Katie Bohlin, Jen Whalen's business partner, was present for this application seeking approval for a new free-standing sign panel at 65 Falls Road (formerly Chef Contos). The sign will be for their new business, Mysa, which will be a women's lifestyle

boutique. The sign 40" x 25" sign will have a grey background with cream colored raised lettering. The existing sign post and lighting will be utilized.

There was a brief discussion regarding the lighting and whether it will be on a timer. Dean Pierce noted that the Zoning Bylaws allow signage lighting until 11:00 p.m. This condition has been added to the Bylaws since the prior sign permit for Chef Contos. Fritz Horton added that it is important to angle the lights properly so there is no glare on oncoming traffic.

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

**Discussion of solar carport proposal, 19 Railroad Lane:**

Dean Pierce reported that we received an application for a "carport" with solar panels at 19 Railroad Lane. After reviewing the application in detail, it was determined that the "carport" is essentially a rack for the solar panels and the structure is a ground-mounted solar system. As such, this will be under the purview of the Public Utility Commission and is not subject to the Town's Zoning Regulations.

**Potential Grant Opportunity:**

Dean Pierce reported that he has become aware of a potential grant opportunity through an email Diana Vachon received from the William G. Pomeroy Foundation in Syracuse, NY. The Foundation awards grants for historic marker signs and has suggested the Town apply for marker signage for the Shelburne Village Historic District. The grant covers the cost of the marker sign, pole and shipping fees. The recipient is responsible for the installation of the signage.

Lauren Giannullo offered to gather additional information regarding the grant program.

**Upcoming Planning Commission Agenda Items:**

Dean Pierce reported that the last Planning Commission meeting was cancelled due to the lack of a quorum, so tonight's agenda continues discussion of Form Based Zoning and the Commission members will be reviewing changes developed by consultant Brandy Saxton.

**Other Business:**

Tom Koerner mentioned his concerns about the new pavement markings on Falls and Marsett Roads. The members followed up with a discussion on the topic since the markings have a negative visual impact on the streetscape in this area of the Village. They questioned why the HP&DRC was not notified of this project. Dean Pierce responded that the Zoning Regulations do not dictate what happens in public right-of-ways. David Webster suggested the Commission write a memo to the Town Manager or Selectboard noting the concerns and request that the HP&DRC be notified of future similar projects within the Village. Following continued discussion, Dean Pierce suggested that the Commission hold off for a little while before sending a letter.

Ann Milovsoroff expressed her concern over the possible removal of the yews on the western side of the United Methodist Church at 30 Church Street. She stated the yews are an important aspect of the church and the bushes are very trimmable.

Marc Vincent questioned the new mural on the south side of the Village Mobil station. Dean Pierce responded that Kevin Spillane approached the Zoning Office several months ago about the mural. When consulting with the Town's Attorney on the subject, it was his opinion that the mural would not be subject to zoning review or permitting. A discussion followed regarding the soft-serve ice cream cone pictured in the mural and whether that constitutes a sign for the ice cream stand.

Fritz Horton provided a brief update on the library project. The mason will be finalizing work by the end of the month. Fritz will be scheduling a tour for the Commission members in August. He also reported that he has requested to accompany Al DiPietro when the punch list is done for the cupola on the Town Hall. He would like to see the clock in the clock tower working again and suggested this could possibly be a public awareness project.

**Adjournment:**

There being no further business, the meeting adjourned at 9:40 a.m.

Respectfully submitted,  
Susan Cannizzaro