

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
October 22, 2020
Minutes**

This meeting was conducted remotely using Zoom platform.

Members Attending:

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

Staff Attending:

Susan Cannizzaro, Dean Pierce

Others Attending:

Frank Locker, Denise Whittier, Scott Gardner

Call to order:

Fritz Horton called the meeting to order at 8:32 a.m. and attendance roll call was taken.

Approval of Minutes:

David Webster moved to approve the minutes of October 8, 2020. Marc Vincent seconded the motion, which was unanimously approved.

The order of the applications being reviewed was reversed.

Design Review Application DR20-24 – Seth Whittier, 194 Shelburnewood Drive:

Denise Whittier and Frank Locker represented this application requesting an amendment to the original approval for a new mobile home at 194 Shelburnewood Drive. The amendments specifically are an adjustment to the setbacks and a change to the front porch details. The site plan depicting the revised setbacks was reviewed. Frank Locker explained that the site has some constraints due to the location of the water and sewer. Dean Pierce added that the mobile home park requires a 10' separation between two primary structures and the new plan meets that requirement. It was noted that the dimensional requirements are a zoning issue and not something the HP&DRC needs to focus on.

Frank Locker continued to explain the proposed changes to the front porch. The original plan featured a cable rail system and the new plan calls for 2 x 2 wood balusters. In addition, the porch roof is being lowered to meet the eave line and flashing will be added between the eave and the porch roof. Tom Koerner noted that the plan does not include the flashing detail. Frank Locker responded that he can submit a revised plan to include this detail.

Scott Gardner joined the meeting.

Tom Koerner moved to recommend approval of the proposed amendments with the addition of the flashing detail. Lauren Giannullo seconded the motion, which was unanimously approved.

Ann Milovsoroff noted the gravel driveway and walkway and questioned if it would be paved. Frank Locker responded that gravel driveways and walkways are predominant in the park and they intend to keep it as is.

Frank Locker and Denise Whittier left the meeting.

Design Review Application DR20-23 – 52 Drew Street, LLC, 1056 Falls Road:

Scott Gardner participated in the meeting to request retroactive approval for a 5' x 14' rear porch that was added during construction to the house at 1056 Falls Road. The architecture of the porch matches the front porch. Elevations and photos of the house and porch were provided with the application and reviewed. Tom Koerner commented that the house and site look great and the rear porch is not visible from Falls Road. He noted the rear porch is a nice addition. Other members agreed.

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

Potential Grant Opportunities, including discussion of Town Hall Clock Repair:

Fritz Horton reported that the grant application has been submitted and we are awaiting a response. Over \$14,000 from approximately 60 people was donated for the matching fund portion of the grant. This is double the required amount.

Budget Schedule Update:

Dean Pierce reviewed the FY2022 budget timeline again. The Planning & Zoning budget submission will include required CLG grant matching funds.

Upcoming Planning Commission Agenda Items:

Dean Pierce reported that the Planning Commission will be working to identify possible zoning priorities based on the Comprehensive Plan. They will also be discussing the annual budget.

Other Business:

Dean Pierce reported that he received an inquiry from the Division for Historic Preservation regarding the house at 2689 Shelburne Road. This is the property to the south of Route 7 Liquor and Deli. The property is not included in the Historic Sites and Structures Survey. David Webster commented that the house probably did not meet the age requirement when the Survey was prepared. He believes the house was built in the

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late 40's or early 50's. It was suggested to check the CAMA sheet in the Assessor's file for possible additional information.

Adjournment:

Marc Vincent moved to adjourn the meeting at 9:20 a.m. Eileen Warner seconded the motion, which was unanimously approved.

Respectfully submitted,
Susan Cannizzaro