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Draft Minutes

Agenda for Design Review Committee

Monday, May 21, 2018

05:30 P.M.

1. Call to Order by the Chair
Members Present: Hannah Smith, Eric Gilbertson, Seth Mitchell, Stephen Everett (Chair), Benjamin Cheney

Staff: Meredith Crandall
2. **Approval of the Agenda** – APPROVED (unanimous)
3. **Comments from the Chair** – None.
4. **15 Barre Street (UC-II/DCD) Owner: Overlake Park LLC**
Applicant: Benjamin Cheney Design review approval to construct a 230 sf deck for outdoor seating and an ADA ramp. Applicant present, applicant is on the DRC and has recused himself from voting on the application. There will be no significant changes to the previously submitted application, except for a ramp addition. Ramp would be coming from the left of the stairs and would go towards the road (Barre St.), under the windows. The goal of the applicant is to keep the ramp as tight to the building as possible. This will be an uncovered ramp. There will still be three spaces in front of the ramp; one of the spaces could be designated as a handicap spot. There will likely be a loss of one parking space. The ramp would be 9 ft of concrete coming from the sidewalk, to pressure treated wood. No new lighting would be installed. APPROVED (unanimous)
5. **29 Northfield Street (MUR/DCD) Owner/Applicant: Brian Powell**
Design review approval to paint fence and add a stove pipe to rear 1st floor wall. Applicant was unavailable to attend, his brother, Richard Powell was present. Fence is shared with a neighbor; the fence is painted on one side (neighbors side) and not on the applicants side. The request is to paint the fence. In addition it is requested to install a stovepipe for a wood stove. The applicant works with historic preservation. APPROVED (unanimous)
6. **8 Langdon Street (UC1/DCD/FP) Owner: Andrew Brewer Applicant: Bobbie Roehm**
Design review of a new projecting sign. Applicant present. The request is for an oval sign with lighting. A typo was caught

and corrected in the design, and will not be on the actual sign. Applicant would like to place sign were previous bracket and sign was located. Committee offered suggestions for the mounting of the sign. It was stated that the plate would need to be six inches, and the current example is not six inches. The lighting would be LED. The new bracket choice is good because it allows for wiring to run through it. APPROVED (unanimous)

7. **Approve minutes of:** April 2nd and May 7th. Suggestions were made for more detailed minutes. It was also suggested to add a location displaying a link to the recording of the meeting, as well as a spot to track the person taking the minutes. Approved (unanimous).
8. **Other Business: * Next meeting- Monday, June 4, 2018***
Suggestions were made for the creation of a possible bulletin board or display that would live in the museum that would show historic buildings in town, and to explain why historic preservation and the DRC are important.
9. **Adjournment – APPROVED (unanimous).**

Respectfully submitted,

Tony Snow
Recording Secretary