The programs and services of the City of Burlington are accessible to people with disabilities. Individuals who require special arrangements to participate are encouraged to contact the Department of Planning & Zoning at least 72 hours in advance so that proper accommodations can be arranged. For information call 865-7188 (TTY users: 865-7142).

DESIGN ADVISORY BOARD
Tuesday March 29, 2022 3:00 PM

Minutes

Present: Matt Bushey (Chair), Ron Wanamaker (Vice Chair), Jay White, Emily Morse, Kathleen Ryan (alternate)
Absent: None
Staff present: Mary O’Neil, Scott Gustin

Agenda

Session I – 3:00 PM – 3:30 PM
ZP-21-837; 236 South Union Street (RL, Ward 6S) 236 So Union LLC / Lucas Jenson
Expansion of living space into existing garage. Reconstruction of structure with expanded footprint and added second story. Addition of 2 parking spaces. (Mary O’Neil, Project Manager)
Present: Building owner Lucas Jensen

Motion by Matthew Bushey: I move we approve the application with the following additions:
- Addition of 3’ deep entry canopy;
- Lighting
- Addition of retaining wall on plan at the end of tandem parking spaces.

2nd – Jay White
Vote 5-0
Motion carries.

Session II – 3:30-4:00 PM
DAB - Windows discussion
Present: Eric (Acme Paint and Glass); Sean Sweeney (Able Paint and Glass); Lyndon Johnson (Harvey representative); Sharon Bushor (former City Councilor); Noah and April (Brownell Windows and Doors; remotely). Also online: Matthew ?, Charles Dillard (City Planning Office) and an unidentified phone number.

After an introduction by Mary O’Neil about the precedent of decision marking relative to replacement of historic window sash, there was very broad discussion about what are important considerations for window replacement with historic structures (character, appearance, detailing, thermal qualities, operability, life expectancy, glass weight, paint acceptance, glazing.) Each commercial window representative provided window examples to inform
panelists of construction, qualities of products relative to materials, appearance, muntins pattern and profile, sills, core, etc.)

After much discussion and question/answer period with the group, the commercial window representatives were asking to provide front profile and cut sheets for their products. The panelists will contribute important characteristic information they feel required of historic window replacement. The conversation will continue at the next warned meeting to potentially create a policy relative to window replacement.

I. Adjournment 5:15 PM.