

**Montpelier Development Review Board Meeting  
February 2, 2015**

*Approved 3/9/15*

**Present:** Philip Zalinger, Roger Cranse, Jack Lindley, James LaMonda, Josh O'Hara, Kate McCarthy, Dina Bookmyer-Baker - staff

**Call to order:** The meeting was called to order by the Chair, Phil Zalinger.

**Approval of the agenda:** 378 East Montpelier Road has been withdrawn, the application for 5 Cliff Street has been asked for a continuance to March 9.

Josh made a motion to approve the continuance of 5 Cliff Street to March 9, Roger seconded. The motion passed on a 6-0 vote.

James LaMonda moved to approve the agenda as amended, Kate seconded, the motion passed on a 6-0 vote.

**Comments from the Chair:** There were no comments from the Chair.

**Review of minutes of January 5, 2015:** Jack made a motion to approve the minutes as presented, James seconded, the motion passed on a 4-0 vote. Roger, Jack, James, and Josh were present at the meeting.

**Consent agenda to approve road name change  
City Dump Road to Finch Road**

The request was made by Mary Rose Krueger and Kevin Fink.

Roger made a motion to approve the change, James seconded. The motion passed on a 5-1 vote, with Jack opposing.

**110 Northfield Street**

**Owner/Applicant: Britt and Dan Richardson**

**Design site plan review to convert a garage into two dwelling units**

Britt Richardson was present. The basement garage has 3 bays and has not been used as such for a long time since there is no fire separation. The application is also to upgrade the landscaping with shrubbery, upgrade the interiors with paint and add insulation, also to upgrade the heating system.

The porch on the north side is going to have just one entrance instead of two. There will be a new entry door on the east side to access the basement apartments. The west side has the three car garage, which will be replaced with a center door and a window on either side of the door.

James made a motion to approve the design review with the possible changes made by the DRC, Josh seconded. The motion passed on a 6-0 vote. The Chair asked that the plans be updated with the different sized windows as proposed after review by the DRC.

Roger made a motion to approve the site plan review, with a revised parking and snow storage plan, Jack seconded. The motion passed on a 6-0 vote.

**Other Business:** The next meeting will be March 9 at 7 pm. There will be a site visit at 6 pm.

**Adjournment:** James made a motion to adjourn, Kate seconded. The motion passed on a 6-0 vote.

Respectfully submitted,

Tami Furry  
Recording Secretary