

**Montpelier Design Review Committee
Minutes of July 6, 2004
Memorial Room, City Hall**

Members Present: Vicki Lane, Margot George, Chair; Soren Pfeffer, and Stephanie Smith, Staff.

Others Present: John Fitzhugh, Vermont Mutual; Brad Keyser, Elizabeth Wagner- Boutin and Andrew Boutin.

The meeting was brought to order by Margot George, Chair, at 5:45 p.m.
There were no comments from the Chair at this time.

Continuation of Site Plan & Design Review - CB-II/DCD

133-139 State Street

Applicant: Union Mutual of Vermont

- **Installation of an emergency generator**

Mr. Fitzhugh of Vermont Mutual reviewed the history of the project. Two different sites were not the table. They are bringing a third site to the committee and to the Development Review Board tonight. Earlier in the day Tom Torti, Commissioner of Buildings and General Services, signed a zoning permit application that would allow Union Mutual to lease land at 139 State Street on which they could install the emergency generator (Mr. Fitzhugh distributed the new application materials to the committee). This new location would accommodate the needs of Union Mutual, and would be located just over the property line of Union Mutual to the northeast of their parking lot. There are existing crab apple trees on the states lot that would screen the proposed generator from the road.

The proposed location is within 4' of their property line (on state property). Mr. Fitzhugh shared photos of the proposed location with the committee. He commented that the proposed structure would house the fuel tank. Mr. Fitzhugh stated that they would not be able to meet the noise ordinance requirements in the Montpelier Code of Ordinances, as referenced in the zoning regulations. But Union Mutual would be the affected property owner.

The committee commented that the applicant should plant some additional landscaping around the unit. Mr. Keyser stated that they would need access to all sides of the generator for servicing and did not want to plant anything to close, and there are the existing crab apple trees that serve as a screen. The applicant also commented that they intend to remove an existing "dying" pine from their property.

Ms. George reviewed the design review criteria (please review recommendation form. The design review committee recommended approval of the design review application with the option of the applicant planting additional small shrubs on the south side of the proposed generator unit, facing State Street.

Design Review CB-II/DCD

137 Barre Street

Applicants: CVSWMD

- **Construction of a handicap ramp within an existing porch structure and installation of a sidewalk.**

The applicant was not present for review. The committee tabled discussion of the application to the next DRC meeting on July 20, 2004.

Design Review HDR/DCD

104 East State Street

Applicants: Elizabeth and Andrew Boutin

Mr. Boutin presented the application. They recently purchased the property from the Union Institute and University. They would like to make some improvements to the structure including changing the paint color scheme of the house and garage, replacing gutter and downspout system, replacing existing metal storm windows, and covering the vertical siding on the garage (gabled end of garage) with wood shakes to cosmetically match the architectural and trim features of house. The applicants went on to say that they decided to use an aluminum gutter system, which would be white.

The applicant wanted to discuss some other optional alterations regarding landscaping and lighting that they could pursue at their discretion. These options include:

- the garage light can be replaced with a simple down-casting and shielded fixture,
- shrubs at front of house may be replaced with smaller shrubs and perennial plantings, and
- small tree may be planted where currently a large stump exists.

Ms. George reviewed the design review criteria (please see the recommendation sheet). The DRC recommended approval of the application as submitted with optional changes, 3/0.

Other business:

The committee discussed the proposed zoning language in another committee to limit the size of big box retail. The committee felt that this was an innovative way to encourage the success of smaller downtown businesses by limiting and not prohibiting certain types of retail operations. Ms. George stated that Bellows Falls has crafted draft zoning language to require change type stores to do an impact study. If the study proves that the downtown business would not suffer with the development of a change retail store only then could it be permitted.

The committee discussed their availability through the summer and into fall, and encouraged staff to send out letters to those who have expressed interest in applying to be members of the DRC. They really need some alternate members to serve on the committee. The meeting adjourned at 7:00 pm.

Respectfully submitted,

Stephanie A. Smith, Planner