

Montpelier Development Review Board
December 18, 2006
City Council Chambers City Hall

Subject to Review and Approval

Present: Kevin O’Connell, Vice Chair; Jack Lindley; Jeremy Hoff; Alan Blakeman;
Roger Cranse; and Kenneth Matzner.
Staff: Kathy Swigon.

Call to Order:

The meeting was called to order by Kevin O’Connell, Vice Chair. Philip Zalinger Chair, was absent.

Minutes:

Mr. Lindley moved approval of the minutes of the December 4th meeting, with Mr. Blakeman seconding the motion. The minutes of the December 4, 2006 Development Review Board were approved 5-0. Mr. Matzner abstained since he wasn’t present at the meeting.

I. **Continuation Design Review for a Sign Permit – HDR/DCD**

9-11 West Street

Applicant: 9 East Network: Marcel Rocheleau

- Installation of a single sided 10 square foot ground sign mounted on 4” x 4” posts.
- **Revisions include relocation of sign to the north of existing sidewalk**
- Interested Party: Steve Hintgen

Mr. O’Connell said he would not be voting on this application.

Marcel Rocheleau said he decided to move the sign in order to satisfy the concerned neighbors. He said that he met with Steve Hintgen to work out a location that would work for the Hintgen residence as well as 9-11 West Street.

Mr. O’Connell asked how this differed from the original application. Mr. Rocheleau explained that the sign was moved to the other side of the parking lot.

Ms. Swigon said the two things the Board wanted follow-up information on were a specific location for the sign and the results of the applicant’s discussion with the neighbors. She said there were questions about what the AI-PUD did in terms of the master plan for signs. She noted that Stephanie Smith distributed some information on that topic at the last meeting. Ms. Swigon said she brought a copy of the Vermont College Master Plan along and the sign complies with the dimensions and color scheme that were approved.

Mr. Hintgen appeared before the DRB. He said he had met with the applicant and that Marcel had been great to work with. The way the three buildings are arranged, it is very easy for the Hintgen’s residence to be grouped in with the other buildings. That creates a problem for them because they get a lot of vehicle and foot traffic that belongs to the school. By making sure the signage is clear and located in the right spot helps them a lot. They are happy.

Mr. Hintgen said the process has been difficult. As neighbors they are notified only when it gets to the DRB level. They are not notified through the Design Review process, so they feel like they are coming in late to the process and are throwing in a monkey wrench into what has been a costly and time consuming process for the applicant. If the notification letters could go out sooner in the process the neighbors could be more constructive in the process with the applicant.

Mr. O'Connell explained that the Design Review Committee is advisory to the Development Review Board. They don't fall within the purview of the statute governing this and aren't required to post notice. This isn't unique to Montpelier. They will find it throughout Vermont. With a sign review, since the Design Review Committee is only advisory, there is no official standing they have to present to the DRB than the neighbors do.

Mr. O'Connell inquired if the New School was in operation. Mr. Rocheleau said it had been operating for two years.

Mr. Blakeman moved approval for the Design Review for a Sign Permit for 9-11 West Street as presented. Mr. Matzner seconded the motion. The vote was approved 5-0. Mr. O'Connell abstained from the vote.

Other Business:

Ms. Swigon said that Gwen Hallsmith is trying to set up a joint board meeting with the Design Review Committee. January 7th is not going to work. Ms. Hallsmith is now looking at a tentative date of February 28th.

Adjournment:

Mr. Matzner moved adjournment, with Mr. Hoff seconding the motion. The meeting of the Development Review Board was adjourned at 7:30 p.m.

Respectfully submitted,

Kathleen Swigon
Administrative Officer

Transcribed and Prepared by:

Joan Clack
City Clerk & Treasurer's Office

These minutes are subject to approval by the Development Review Board. Changes, if any, will be recorded in the minutes of the meeting at which they are acted upon.