

Montpelier Development Review Board
December 1, 2008
City Council Chambers, City Hall

Subject to Review and Approval

Present: Philip Zalinger, Chair; Kevin O’Connell, Vice Chair; Alan Blakeman, Daniel Richardson, Jack Lindley, Jeremy Hoff and Roger Cranse; also attending the meeting was Kenneth Matzner, Alternate.
Staff: Clancy DeSmet, Planning and Zoning Administrator

Call to Order:

Philip Zalinger, Chair, called the meeting of the Development Review Board to order at 7:00 P.M.

Review of Minutes of November 17, 2008:

Mr. Lindley moved the November 17, 2008 minutes be accepted as printed, with Mr. O’Connell seconding the motion. The minutes of the November 17, 2008 Development Review Board Minutes were adopted unanimously on a 7 to 0 vote.

I. Sketch Plan Review – Country Club Road – IND

Applicant: Jeff Hutchins
Owner: Boardwalk, LLC
Two lot subdivisions

Jeff Hutchins appeared before the Board and apologized he overlooked the frontage requirements. He said what he is looking to do after some of the expenses they have incurred are to subdivide the lot and put a smaller office building up above, but they are short 11 or 12 feet to make the frontage. He asked the Board if there was any direction he could move ahead with the project.

Mr. Zalinger said generally the DRB doesn’t take an active role in designing and making recommendations. The Board can respond to applications better than taking the initiative. The applicant can always explore his alternatives with Clancy in the Planning Department or his engineers.

Sketch plan review under the city’s subdivision regulations are conducted to provided the Board the opportunity to give the applicant feedback on what they see with respect to the application. It is fair to say the first item of feedback he would receive is it doesn’t appear the second lot is qualified. Mr. Zalinger asked Clancy if it was suitable for a variance.

Mr. DeSmet said if it meets all of the criteria. He said there was one on Towne Hill that was preexisting.

Mr. Zalinger said it would be hard for the Board to say how they would feel about a variance on the frontage requirements, so he would be inclined to not even send a message about that.

Adjournment:

Upon motion to adjourn by Mr. O’Connell, seconded by Mr. Blakeman, the Development Review Board adjourned on a vote of 7 to 0.

Respectfully submitted,

Clancy DeSmet
Planning and Zoning Administrator