

**Montpelier Development Review Board**  
**December 20, 2010**  
**City Council Chambers, City Hall**

*Approved*

**Present:** Philip Zalinger, Chair; Alan Blakeman Roger Cranse, Sabina Haskell, and Ken Matzner.  
Staff: Clancy DeSmet, Planning and Zoning Administrator

**Call to Order:**

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

**Review of December 6, 2010 Minutes:**

Since there wasn't a quorum of the members who were present on December 6<sup>th</sup> the minutes were not approved.

**I. 7 Main Street – CB-I/DCD**

Owner: Pomerleau

Applicant: Breathing Light

Design Review for Sign

Mr. Zalinger said because the Design Review Committee is advisory to the Development Review Board they review what the Design Review Committee did at its meeting and see that the DRC reviewed the application on December 14<sup>th</sup> and recommended approval with an optional change that the applicant may pursue and an adjustment to the scope of the proposal. What the Design Review Committee suggested is that the attachment anchors for the sign be placed in the mortar joints rather than the bricks. The applicant may have a border painted around the perimeter of the sign in either a dark blue or black color. Both signs should be affixed in a higher position to be equidistant from the four surrounding windows between the 2<sup>nd</sup> and 3<sup>rd</sup> floors. The background color the signs will match the color of the wooden window frames.

Sharon McIlwaine, the applicant said she was in agreement with the DRC's recommendations. She talked with Jon Miller who said he is fine with the changes. John Durrance who has an office on the third floor of the building is fine with the sign.

Mr. Zalinger said because the DRC is advisory to the DRB and if the applicant is in agreement with the recommended changes they don't go through another review.

Upon motion by Mr. Blakeman and Sabina Haskell for approval of the sign at 7 Main Street with the DRC's recommendations the application was approved unanimously.

**II. 1322 Terrace Street**

Owner/Applicant: Hurd Trusts

Preliminary and Final Subdivision Review for a 2-lot Subdivision

Kris Jurentkuff was administered the oath by Mr. Zalinger.

Mr. DeSmet said this is a proposed 2-lot subdivision at 1322 Terrace Street. Both lots lay out the potential for building sites, although no construction is proposed at this time. The property is located within a Low Density Residential District. Both will be on city services, including sewer and water. Both meet the minimum acreage frontage and setbacks. There is wetland delineation on the plan. For the sketch plan the

applicant requested a combination of preliminary and final hearing by this body. There was a question about an additional parcel being part of the subdivision. According to his reading of the deeds they have been separate all along and therefore no need to be a 3-lot subdivision.

Mr. Zalinger said the parcel that is being subdivided is the parcel that appears in Book 173 Page 61.

Mr. DeSmet replied that is correct.

Mr. Jurentkuff said at sketch plan the only two outstanding issues were the actual wetlands delineations which they engaged the services of an environmental group to look at. They delineated those and showed them on the plan and observed the necessary buffers. The other question was the 2-lot versus 3-lot issue which he provided the documentation to Clancy about. Other than that the project is as was presented at sketch plan and pretty straight forward.

Mr. Zalinger said it looks that way to him, also.

**Relevant Site Plan Review Criteria:**

- *Streets §702.* No new streets are proposed.
- *Vehicular Access & Circulation §704.* Since both lots have frontage on Terrace Street vehicular access and circulation will not present any kind of problem. It appears that Terrace Street is rather straight in this vicinity so the site distances shouldn't pose any kind of problem.
- *Parking §705.* Since these are single family residential lots parking will be incorporated.
- *Landscaping & Screening §708.* It is not a commercial development. They expect that landscaping and screening will be added by the owners if there is any development, but there is none planned at this time.
- *Lighting §710.* No lighting is proposed.
- *Performance Standards §714.* No adverse impacts expected.
- *Site Protection & Design §715.* The wetlands have been delineated to comply with Vermont statute.
- *Lots §718.* The lots are complying with the zoning ordinance as to size and length.
- *Monuments, Lot Corner Markers & Bench Marks §719:* As prescribed by the Department of Public Works.
- *Water Supply & Sewage Disposal §§ 721-722:* Municipal water and sewer are available through the right-of-way of Terrace Street.
- *Storm Drainage §723:* Storm sewer system and/or other drainage improvements shall be in accordance with plans approved by the Director of Public Works.
- *Utilities §725.* No development is planned at this time so the storm drainage and utilities can't be addressed but will be at the time the applicant seeks to get building permits from the City of Montpelier.

Mr. Jurentkuff said they had noted that on the plan for consumption by a potential buyer so that needs to be addressed.

Mr. Zalinger asked if he was familiar with his obligation to create a Mylar.

Mr. Jurentkuff said he has already submitted one to Clancy.

Mr. Zalinger said the DRB has to sign it and it needs to be filed in the land records within a certain number of days after this decision becomes final. That really is the act of a subdivision. It is the same owner before and afterward so really it is filing the Mylar that creates the two lots.

Mr. Cranse moved approval of the preliminary and final subdivision plan for 322 Terrace Street. Mr. Blakeman seconded the motion. Approval was granted on a unanimous vote.

**Adjournment:**

Upon a motion duly made by Ken Matzner and Alan Blakeman the DRB adjourned.

Respectfully submitted,

Clancy DeSmet  
Planning and Zoning Administrator

Transcribed by: Joan Clack