

**Montpelier Development Review Board Meeting
March 19, 2018**

Subject to review and approval

Present: Daniel Richardson, Kevin O'Connell, Jack Lindley, Roger Cranse, James LaMonda, Kate McCarthy, Sarah McShane – staff.

Call to order: The meeting was called to order by the Vice Chair, Dan Richardson.

Roll call: identification of 5 voting members participating in the decisions: Dan offered to recuse himself and to just chair the meeting.

Approval of the agenda: Kevin made a motion to approve the agenda as printed, Jack seconded. The motion passed on a 6-0 vote.

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

Review of minutes of February 20, 2018: Kate made a motion to approve the minutes as presented, James seconded. The motion passed on a 6-0 vote.

4 Spring Street (continued)

Owner/Applicant: Jailhouse Common Associates II

Site plan review to add a 9 car parking lot to accommodate additional tenant parking on the property.

The applicant asked for a continuance to April 23, which isn't a regularly scheduled meeting. Upcoming scheduled meetings are April 2 and 16 and then May 7.

Kevin made a motion to continue the application to May 7, Jack seconded. The motion passed on a 5-0 vote.

10, 12, and 16 Main Street (continued)

Owner/Applicant: Thomas J. Mowatt Revocable Trust and the City of Montpelier

Site plan and design review approval to demolish two buildings, to add parking and lighting.

This is the first application under the new zoning regulations. John Riley (city attorney), Bill Fraser (city manager), Jeff Tucker (engineer), and Jay White (representing the trust) were at the previous meeting and remained under oath. Steve Ribolini (working with Jay White) was not at the previous meeting, so he was sworn in.

On February 20, the general standards and major site plan criteria were reviewed. DPW's comments have been included in the staff report.

John Riley and others had sat down with city staff and DPW to review any outstanding items and updated their plans. The staff comments were reviewed. Sarah feels confident that the parking lot is allowable under the new criteria. The river is channelized at the site. Snow storage at the site will be going to a certain spot on the property or trucked off the site, that will become a condition is the final agreement.

There will be a bike rack right off the bridge. Kate stated her preference to have the bike rack more obvious and closer to the sidewalk. The placement of the bike rack will be "market driven" and not need to be reviewed by the DRB. Kevin suggested that the city's Bike Committee and DPW be consulted on placement. This was decided to be the best solution.

There was a discussion on whether to pave a walkway or use crushed stone. That would be a further conversation with DPW.

Dubois & King had presented a lighting plan that was in the packet that the Board members received. The landscaping proposal was next to be reviewed. A condition would be that the landscaping be maintained. The parking lot is to be 20% shaded. The landscape architect is aware of the requirement – there is a mix of tree sizes.

The lights will be fully dimmable and instead of motion sensed, they will be programmable.

Kevin made a motion to close the record and go into deliberative session, James seconded. The motion passed on a 5-0 vote. Jay White asked that the conditions keep in mind and delineate the city's property and the trust's property and the responsibilities of both.

Other Business: The next meeting will be April 2, 2018.

Adjournment: Jack made a motion to adjourn, Roger seconded.

Respectfully submitted,

Tami Furry
Recording Secretary