

**Montpelier Design Review Committee Meeting  
September 30, 2014**

*Approved 10/14/14*

**Present:** Steve Everett – chair, Eric Gilbertson, Jay White, Seth Mitchell, Dina Bookmyer-Baker - staff.

**Call to order:** The meeting was called to order by Steve Everett, Chair.

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

**54 Main Street**

**Owner/Applicant: Overlake Park, LLC.**

**Design review for exterior exhaust blower and associated duct work.**

Jesse Jacobs, the owner/applicant was present. He has a potential tenant who needs to have an exhaust fan installed on the back of the building for their commercial kitchen.

Jay asked if the vent could be run inside. The applicant stated that there are residential tenants in the building and space is tight.

The committee asked that the outside vent not be a shiny metal but a dark color and the brackets and bolts be stainless steel so they don't rust. The brackets should be attached to the mortar, not the brick.

The applicable criteria were reviewed and determined to be acceptable. The application was approved on a 4-0 vote.

**144 Main Street**

**Owner/Applicant: Gerald Tarrant (Momiji LLC)**

**Design review to replace exterior staircase.**

Gerald Tarrant was present. The stairs are not original to the building and are rotting.

The Committee recommended some changes that would help with the durability, maintenance, and code compliance.

The applicable criteria were reviewed and determined to be acceptable. The application was approved on a 4-0 vote.

**Informal Review of 12 & 16 Main Street New two story, mixed use building:**

The owner, Jay White and the architects, Greg Gossens and Diantha Korzun were present.

The only presentation was on the building, not the parking or the site. Montpelier Beverage Mart only needs a one story building. The second floor would be office space.

The consensus of the Committee was the preliminary design is well conceived. The parties will be back with further designs as they are available.

**Other Business:** Presentation by Jay White of the restored storefront at 1 School Street. Jay recused himself to sit with the owner, Matt Dwire, as he did some of the work on the property. He presented a proposal on the changes to the Elm Street façade as a continuation of the previous application.

The applicable criteria were reviewed and determined to be acceptable. The application was approved on a 3-0 vote.

**Approve meeting minutes of August 12th and September 16, 2014:** Jay made a motion to approve the August 12 minutes, Eric seconded, the motion passed on a 3-0 vote.

Jay made a motion to approve the September 16 minutes, Seth seconded. The motion passed on a 3-0 vote.

**Other Business:** Elect Chair and Vice Chair – Jay nominated Steve as Chair. Eric seconded. He was elected on a 3-0 vote. Seth nominated Jamie as Vice Chair, Eric seconded. The motion passed on a 4-0 vote. If Jamie doesn't want the position, he can resign.

Revise and Adopt DRC Rules and Procedures – Eric made a motion to approve as presented, Seth seconded. The motion was approved on a 4-0 vote.

The Planning Commission asked that the DRC do an architectural review of the overlay district. The Committee feels that all the members should be present to review them. A review of the work done by Brandy Saxton before the discussion by all the members. Eric moved that the DRC agrees to work the Planning Commission, Jay seconded. There was not an official vote, just a general agreement amongst the Committee.

Jay mentioned how the front of City Hall doesn't seem to be getting updated and maintained. There are stiffer rules for individuals than for the city.

Jay requesting of the city that local vendors be allowed to bid on projects – for example, the flowers that Montpelier Alive! planted were purchased and a local vendor was not allowed to bid for the sale of them to the city.

Next meeting: Tuesday, October 14th, City Council Chambers

**Adjournment:** Eric made a motion to adjourn, Jay seconded. The motion passed on a 4-0 vote.

Respectfully submitted,

Tami Furry  
Recording Secretary