

**Montpelier Design Review Committee Meeting
September 16, 2014**

Approved 9/30/14

Present: Steve Everett – chair, James Duggan - vice, Seth Mitchell, Jay White, Elinor Bacon, Dina Bookmyer-Baker - staff.

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

Comments from the Chair: Welcome to Elinor, the committee's new alternate.

1 School Street

Owner/Applicant: Mathew Dwire

Design review to replace bricks and revitalize wood frame around side entrance.

The applicant was present. The brick veneer started peeling, so it needed to be removed. It was a safety issue for pedestrians. This old brick cannot be re-used or bought, so the replacement will be as close to the original as possible. Some of the old bricks will be reused on the 45 degree corner. Since it was an emergency repair, about 80% of the bricks were damaged upon removal.

Two full length windows will be installed on both sides of the door.

Jamie didn't feel that the historical picture is going to be restored, it's just going to be close.

The applicant will come back with more definite designs for the door openings, transoms, and trim work.

If the applicant were to simply repair what was there and not try to replicate the historical edifices of the building, he wouldn't need design review approval.

Jay made a motion to proceed with the brickwork and to look at a sample to determine before the rest of the work is done. The motion passed on a 4-0 vote.

Jamie needed to leave the meeting during the review of the criteria.

The applicable criteria were reviewed and determined to be acceptable.

54 Main Street

Owner/Applicant: Overlake Park, LLC.

Design review for exterior exhaust blower and associated duct work.

The applicant was not present for the review.

Review of minutes of August 12, 2014: There wasn't a quorum to approve the minutes, so that was tabled to the next meeting.

Other business:

Design Review Process for Parklets – Jay asked that this be put on the agenda. He thinks that the parklets should come before the DRC. The branding exercise that Montpelier Alive! just did was excellent, as was the color scheme. A lot of people were asking why the parklets didn't have to go through design review but other projects do need to and that the parklets should need to, also.

The concrete blocks in the vacant lot by Charlie-Os should be reviewed, also. The enforcement of the design review process is inconsistent.

Jay made a motion to request that the Council that everything that is done within the design review district be reviewed by the DRC. There was no second and no vote taken.

The Unitarian Church is making some changes but the church doesn't need to go through design review.

Elect Chair and Vice Chair – Jamie is the Vice Chair and he needed to leave. The election should be tabled to the next meeting so he can attend.

Revise and adopt DRC Rules and Procedures –

Liz Pritchett sent a note that she won't be able to attend about two months worth of meetings and she was willing to step down if the committee felt she should. The general consensus was that wasn't necessary.

Mike Miller stepped to the table and extended the invitation that anyone who was interested attend the next Planning Commission meeting on September 29 to discuss some rules changes that are in the process.

Next meeting: Tuesday, September 30th, City Council Chambers.

Adjournment: Jay made a motion to adjourn, Seth seconded, the motion passed on a 4-0 vote.

Respectfully submitted,

Tami Furry
Recording Secretary