

**Montpelier Development Review Board Meeting  
May 20, 2013**

*Subject to review and approval*

**Present:** Philip Zalinger, Kevin O'Connell, Roger Cranse, Daniel Richardson, Jack Lindley, Harvey Golubock, Josh O'Hara, Dina Bookmyer-Baker – staff.

**Call to order:** The meeting was called to order by the Chair, Philip Zalinger.

**Comments from the Chair:** There were no comments from the Chair except that he was going to recuse himself from the first matter under consideration.

**Review of minutes of May 6, 2013:** A motion was made by Dan to approve the minutes as presented, Jack seconded, the motion passed unanimously.

**124 Main Street**

**Site plan amendment and design review for exterior renovations**

**Owner: Satchel Property Management Applicant: J. Scott Cameron**

Phil Zalinger turned the chair over to Kevin O'Connell for this application. Dina reviewed the application for those in attendance. The owner, Scott Cameron and Greg Lord from EF Wall, the consultant and contractor for the project were in attendance.

The building houses Yankee Wine & Spirits. It has some structural problems, so while addressing these issues, the front entrance will be made ADA compliant and the rear bulkhead entrance will be closed in and a stairwell will be installed. The comments from design review were mainly suggestions on materials used that would be more durable than the ones in the proposal. There was confusion between the applicant and the recommendation of the commission regarding the cooling unit on the roof. It may or may not work and there was a question on whether it will be enclosed or screened in. The wording will be changed to "may" instead of "will" in regard to the cooling unit and the height of the roofline.

Dan made a motion to approve the design review proposal with the recommended changes of metal clad windows and doors; metal flashing on roof on the front of the canopy; the roof will be metal instead of EPDM; the siding on the rear stairwell will be wood or solid composite material instead of vinyl; height of rear stairwell may be higher than proposed to allow for venting, up to the height of the existing roofline. Roger seconded. The motion passed unanimously.

The site plan review is necessary because the access points are changing in the front for pedestrians and patrons and in the rear for employees and deliveries and lighting will be added to replace the display windows. The footprint of the building is not changing.

An issue of the removal of trees came to the attention of the board. Prior approval was not received. The applicant doesn't feel the renovations can be done easily with the trees in the way and it was mentioned to the DRC and it didn't seem to be a problem with them. One tree is blocking the bulkhead. A motion was made and seconded to reopen the design review. The motion passed unanimously.

The trees are shedding leaves and clogging the air conditioner, and creating shade that is causing mold issues. Dan had some procedural concerns about changing the application that was heard by the DRC.

A motion was made to approve the site plan review with the addition of removing two scraggly trees. Harvey seconded. The motion was approved unanimously.

The board moved back to the design review and how it met the criteria. The application complied with the criteria and was non applicable.

**18 Leap Frog Hollow**  
**Sketch plan review for a three lot subdivision**  
**Owner/Applicant: James and Mia Moore**

Philip Zalinger took over as Chair again. Don Marsh and the owner/applicants were present. There was a two lot subdivision in 2011. A lower 6 acre lot is proposed to be divided into three lots with three single family dwellings.

It was requested of the board that preliminary and final hearings be combined. Dan moved that the preliminary and final subdivision reviews be combined, Roger seconded, the motion passed unanimously.

**364 River Street**  
**Site plan amendment for an addition**  
**Owner/Applicant: Cody Chevrolet, Inc.**

Alicia Morgan and Robert Cody were present. The request is to relocate parking and place an addition of 740 square feet, parking will reduced by an additional 2 spaces. A 6 inch water line installation for sprinkler system has been added to the plan.

Dan made a motion to approve the site plan amendment, seconded by Jack. The motion passed unanimously.

**367 River Street**  
**Site plan review for a new gasoline/convenience establishment**  
**Owner: Cumberland Farms Applicant: Jon Anderson, Esq.**

Jon Anderson and a representative from Dubois & King, managers from Cumberland Farms and the owner of the neighboring Saab dealership were sworn in.

A John Deere dealership building and a homestead will be razed to combine two lots. There will be 10 fuel pumps and a store. Improvements will be made to Moonlight Terrace entrance to allow for fuel delivery trucks.

The Chair asked the Board about interest in a site visit. The consensus was that one should be scheduled for June 17. There will be stakes where the signs are going to be and the type of signage will also be provided. A memo will be sent out requesting what the Board wishes to see when they visit.

The owner of the neighboring Saab dealership stated he doesn't oppose the project but he is concerned about security of his inventory with a 24/7 operation. There is a chain link fence between the properties now that Cumberland Farms will maintain.

Kevin made a motion to recess the review until the site visit on the 17<sup>th</sup>. Jack seconded, the motion passed unanimously.

**Other Business:** Please spread the word that there is a vacancy on the Board for an alternate position.

It was mentioned that Board members might wish to familiarize themselves with the proposed new zoning regulations as it will affect the way they do their jobs.

The next meeting will be Monday, June 3 in City Council Chamber.

**Adjournment:** Dan made a motion to adjourn, James seconded, the motion passed unanimously.

Respectfully submitted,

Tami Furry  
Recording Secretary