

# DESIGN GUIDELINES

## *A Sense of Place*

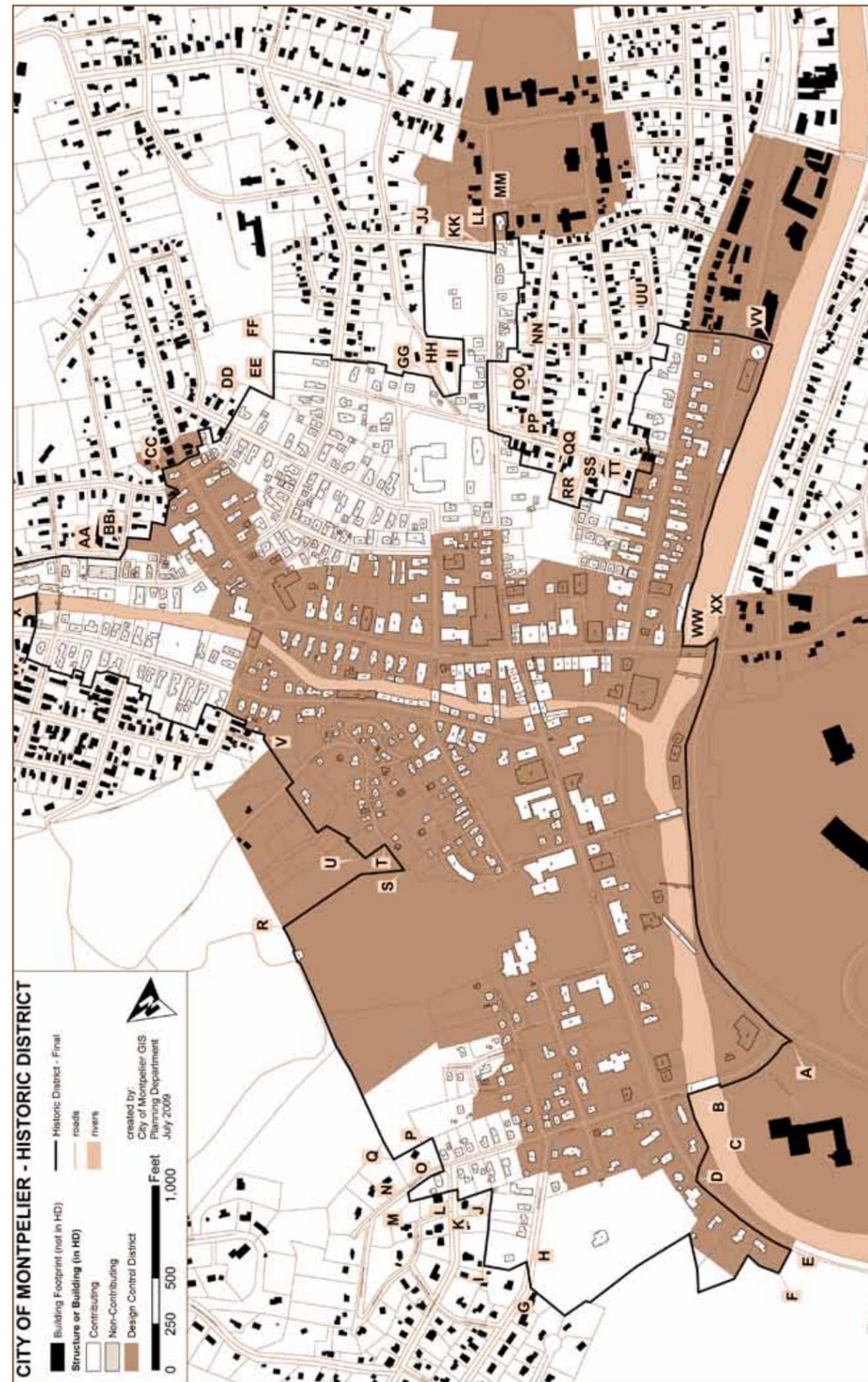
Home to Vermont's State Capitol, downtown Montpelier is situated in the largest National Register Historic District in the state. With close to six hundred structures, this District not only defines the heart of the City, but also creates a sustainable downtown, a unique and ripe environment for economic growth and community development, and a strong and enduring sense of place.

In an effort to preserve the unique character of this vibrant Historic District while embracing necessary changes for energy efficiency, safety, and accessibility, the City of Montpelier has created a larger Design Control District with associated guidelines and review process for structures located in and surrounding this Historic District (see map inside). This brochure seeks to highlight some of those guidelines and inform the property owner about the overarching design review process.

## *The Districts*

The Design Control District (see map inside) includes a large majority of the Montpelier Historic District, as well as the Central Business Districts, the Capitol Complex area, the Memorial Drive gateway, the Vermont College of Fine Arts, the Community College of Vermont (CCV) campus, and office park districts.

## MONTPELIER'S DESIGN CONTROL DISTRICT



## *Purpose of Guidelines*

The Design Review Guidelines are intended to assist owners of historic buildings and other buildings located within the Design Control District to maintain, preserve, and enhance the architectural character of the district. These guidelines are also intended to assist architects, contractors, and others involved in maintaining and preserving historic buildings to plan and implement rehabilitation and restoration projects that meet acceptable standards of design and treatments of historic properties. Design Review Guidelines address issues important to maintaining and preserving the character of neighborhoods, such as designing additions or alterations to historic buildings, constructing new buildings, or demolishing historic buildings in historic districts.

These guidelines assist homeowners and Montpelier in preserving the architectural character of the district.

## *Doing the Work*

Any property owner that wishes to rehabilitate, restore, or reconstruct an element on the exterior of their property will need to obtain a building permit from the City of Montpelier.

To ensure a timely and efficient review, please follow the process outlined below:

1. Visit the Department of Planning and Community Development at City Hall.
2. Obtain and complete a permit application from the Department of Planning and Community Development.
3. Request and attend a preliminary meeting with the Design Review Committee.
4. Attend and present at the Design Review Committee meeting (twice a month).
5. Attend the Development Review Board meeting where final action is taken on the permit application (first and third Monday of every month in City Hall).
6. If approval is granted, you will be issued a Zoning Permit. The public has 30 days after which to appeal the decision. The maximum allotted period for the whole process is 45 days from the receipt of the application.
7. Once the 30 days have passed, complete the work.

## FOR MORE INFORMATION

Design Guidelines: [www.montpelier-vt.org/page/301/.html](http://www.montpelier-vt.org/page/301/.html)

Tax Incentives: [www.historicvermont.org/financial/](http://www.historicvermont.org/financial/)

*This series of Design Review Brochures have been created by the City of Montpelier's Historic Preservation Commission and Department of Planning and Community Development.*



City Hall

[www.montpelier-vt.org](http://www.montpelier-vt.org)

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