

Montpelier Design Review Committee
April 4, 2006
Memorial Room, City Hall

Subject to Review and Approval

Present: Margot George, Chair; Stephen Everett, Vice Chair; Soren Pfeffer; Eric Gilbertson; Guy Tapper; Vicki Lane; Dan Richardson
Staff: Stephanie Smith

Call to Order

The meeting was called to order by Ms. George at 5:35 p.m.

I. Design Review for Sign Permit Application

Property Address: 7 Main Street
Applicant: John Durrance, Jr.
Zone: RIV/DCD
o 18" x 24" wall sign

II. Design Review for Sign Permit Application

Property Address: 7 Main Street
Applicant: John Durrance, Jr.
Zone: RIV/DCD
o 18" x 24" wall sign

Ms. Smith suggested that the Committee review agenda items I and II together. She noted that there are existing holes in each brick pillar. Ms. George asked if the holes would be used to mount the new signs. Mr. Durrance said that they would be used. Ms. George asked the applicant to clarify the proposed sign composition. Mr. Durrance said that the signs would be carved wood covered with urethane. Mr. Gilbertson noted that there is a one inch difference in the width of the pillars.

The committee reviewed the evaluation criteria and the Riverfront District criteria. The Committee voted 5-0 to approve the applications as submitted.

III. Design Review for Sign Permit Application

Property Address: 5 High School Drive
Applicant: Applicant: John Pelkey and Peter M. Evans
Zone: GB/DCD
o Installation of a 32 square foot ground sign attached to an existing granite monument

Interested Parties: John Pelkey, Jr.; John Pelkey, Sr., Brook Pearson

John Pelkey, Jr. explained that the proposed sign was a class project that will be donated by the senior class to the high school. He said that the sign will provide a message board for announcements of activities. He explained that the sign will have an aluminum frame attached to a plywood back. He said that there will be a locking, plexiglass, hinged door to cover the changeable letters. Ms. George suggested that the lettering be a serif typeface to match the lettering on the existing monument. Mr. Pearson said that he did not know if there was a choice of lettering. Vicki Lane suggested that the letters be dark green to match the school colors.

John Pelkey, Jr. explained that two existing trees that were a gift of the Class of '85 will be moved behind the sign. John Pelkey, Sr. said that members of the Class of '85 had been notified of the plan. He said that he

spoke to Pat Healy, who is confident that the trees will survive. Ms. Smith said that the trees would have to be replaced if they do not survive. She suggested that the replacements be at least four feet high.

John Pelkey, Jr. confirmed that no illumination of the sign was proposed. He said that the purpose of the sign is to announce school related functions to students and the community. The Committee discussed the fact that some building related functions might also be announced. Mr. Richardson said that this sign needed to serve a civic purpose to distinguish it from an advertising billboard which would not be permitted. Mr. Pearson said that the intent is to announce school related information. John Pelkey, Jr. said that each year's senior class will be responsible for changing the sign. He said that a teacher would be responsible for the key to the lock. Mr. Gilbertson suggested that Lexan be used instead of plexiglass because it is more durable. The applicant said that he believed that was the material to be used.

The Committee reviewed the evaluation criteria and recommended approval of the application with the following adjustment and options:

Adjustment: If the two trees that are moved do not survive, they will be replaced with trees at least four feet tall.

Options: If available, the letters shall be forest (dark) green and a serif type face.

Minutes

The committee reviewed the minutes of the March 21, 2006 meeting. Ms. Smith said that she thought that the minutes indicated that the Committee expected that the additional information regarding 162 Main Street would be provided in time for this meeting. Ms. George said that she had expected that it would be four to six weeks before the information was provided. The committee voted 5-0 to approve the minutes with that clarification.

Other

162 Main Street: Ms. George said that she wanted to conduct a site visit. She said that Mr. Pfeffer had the name of the firm that applies the wet spray cellulose. She asked Ms. Smith to call the applicant to provide that contact information and to ask whether a site visit could be arranged. Ms. Smith said that she would make the call if Mr. Pfeffer would call her with the contact information. Vicki Lane pointed out that the Committee also needed photographs of the subject building.

Comments from the Chair

Ms. George suggested that the City should develop a standard letter to send to any new owners of property in the design review district to advise them of the district requirements. Ms. Smith said that there is currently no staff available to review the land transfer records to determine which transfers involved property in the design review district. Mr. Richardson said that an instant defense could be created for an owner who was overlooked if the letters were routinely sent to all owners. Ms. George asked Ms. Smith to discuss the matter with the other members of the Planning Office and update the Committee on those discussions.

Adjournment

The Committee unanimously agreed to adjourn the meeting at 6:45 p.m.

Respectfully submitted,

Stephanie Smith
Administrative Officer

These minutes are subject to approval by the Design Review Committee. Changes, if any, will be recorded in the minutes of the meeting at which they are acted upon.