

**Montpelier Design Review Committee**  
**November 21, 2006**  
**Planning Department, City Hall**

*Subject to Review and Approval*

**Present:** Margot George, Chair; Daniel Richardson and Guy Tapper.  
Staff: Kathleen Swigon.

**Call to Order:**  
The meeting was called to order by Chair Margot George at 5:30 p.m.

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

- I. Design Review for sign permit – CB-II/DCD**  
144 Main Street  
Applicant: Vermont Information Technology Leaders
- 6 square foot, double sided ground sign, overall height is 5 feet.
- Interested Party: Greg Farnum

Vermont Information Technology Leaders are the only business in the building at 144 Main, and the sign is going to be located in the front. Ms. George said the sign is 24” wide by 36” high, white plywood with a matte finish with vinyl appliquéd letters and no lighting. Ms. George asked what material the posts are made of. Mr. Farnum said he believed they were wooden. The posts are grey with blue circles on top. The applicant agreed that the circles on top of the posts should also be grey, also.

Ms. George reminded Mr. Farnum that the Design Review Committee is advisory to the Development Review Board. She said members of the DRC are asking clarifying questions to understand his application. She said they had just agreed that the blue balls on top of the posts would be grey to match the posts. Ms. George said the posts might also have a chamfering detail since the building has that element. The building is a formal type building. Mr. Farnum said that sounded reasonable and he would be acceptable with that recommendation.

Ms. George said a lot of signs have a frame around them. Mr. Richardson said recent signs the DRC has approved include the Vermont State Employees Association on Lower State Street. There is also the Vermont Bar Association sign. They would be good examples of what the DRC is thinking about. Mr. Tapper suggested it could a pinstripe outlining the sign in either grey or blue. Mr. Richardson said that often framing shrinks the sign while not actually shrinking it. Ms. George said the posts are 4” x 4”. Adjustments to the scope of the proposal are up to a ¾” pinstriped blue border transition line in gray. The posts will have a grey boxed cap and the finials/balls on the top will be grey. The posts are 4” x 4” with chamfered corners. The sign meets the sign standards for the district. It is an acceptable free standing sign.

The DRC reviewed the sign review criteria and recommended approval with adjustments. The vote was 3-0.

**Adjournment:**  
The meeting of the DRC was adjourned.

Respectfully submitted,

Stephanie A. Smith,  
Administrative Officer