

**Montpelier Design Review Committee**  
**December 9, 2008**  
**City Council Chambers, City Hall**

*Approved*

**Present:** Stephen Everett, Vice Chair; Eric Gilbertson, James Duggan, and Nancy Mears.  
Staff: Clancy DeSmet, Planning & Zoning Administrator.

**Call to Order:**

The meeting of the December 9, 2008 Design Review Committee was called to order by Stephen Everett, Acting Chair, at 5:30 P.M. Mr. Everett explained the advisory role of the DRC Committee to the Development Review Board.

**I. 104 East State Street – HDR/DCD**

Applicant: Andy and Beth Boutin

Owner: Same

Replace garage door.

Mr. Boutin said they have two garage doors on a two-car garage. The proposal is to replace these doors, which are aged and deteriorating, with two new doors. They liked the doors with windows in them with a split pane approach to tie into the split panes on the rest of the house. The doors on the garage right now are a combination wood and pressed particle board with a recessed panel. The material they are replacing with is a metal door by an overhead door company. It has a wood grain to it. They would be painted the same color to match the doors which are currently on the garage.

Mr. Everett asked when the garage was built.

Mr. Boutin said he didn't have a good sense of when the garage was built. The back end of the house was built in 1940, or thereabouts. The main structure was built in 1910. It was built as a flat roof garage which generally slopes to the back. Then, sometime during the 1970's the pitched metal roof was put on, and it is his guess that at that time was when the doors were last replaced. It might have been the late 1960's or early 1970's for the door; 1940's for the garage in its original form with a flat roof and then in the 1970's with the pitched roof.

Mr. Gilbertson said he prefers things that reflect the materials that they are rather than having wood grained metal. It sometimes becomes a preservation thing, but it is more a preference thing about what the materials are.

Ms. Mears said she liked the windows.

Mr. Boutin said the windows are the real reason for the review. They are essentially adding a feature to the outside of the building.

Mr. Duggan said it seems in character with the building.

Mr. Everett reviewed the criteria and found the application met the criteria.

Under the criteria relating to the location and appearance of utilities, it looks like there is a light on the garage.

Mr. Boutin said when they did the painting, which was prior to the trees, they asked they could put a light fixture on and they haven't found one that looks good. They received some guidance from the committee on that they could install a light fixture that was a down lighted fixture.

Mr. Everett said they should include that in the application so it is approved. He would place that in the location of the other one between the doors overhead. Mr. Boutin said it would be the same location. The painting will have to be done in the springtime when the weather warms up.

Mr. DeSmet said the permit would be good for two years.

The application was approved on a vote of 4 to 0.

**II. 100 State Street – CB-I/DCD**

Applicant: Capitol Plaza Corp., Chris Crandell

Owner: Fred Bashara

Install a new window on the 5<sup>th</sup> floor, south elevation, to match existing window on the 2<sup>nd</sup> floor.

Mr. Crandell said he is with the Johnson Company and they are a tenant to the Capitol Plaza Corporation. It is their project, but the owner is Capitol Plaza Corporation. They are an environmental engineering company and have been expanding so they have been adding employees in their space on the fifth floor. This is the tower portion of the Capitol Plaza building over the Northfield Savings Bank. Their offices are on the fifth and sixth floors. On the fifth floor in a space that was previously used for storage and file cabinets they are going to be creating some work spaces for employees. In order to make it more pleasant for the employees they would like to put in an exterior window on that outside block wall facing south. It would be identical to an existing window that is on the second floor. They would match that window both in materials, size and placement.

The Design Review Committee reviewed the criteria and found the application satisfied all criteria.

The application was approved on a vote of 4 to 0.

**Approval of November 10, 2008 Minutes:**

Mr. Gilbertson moved approval of the November 10<sup>th</sup> DRC minutes. Mr. Everett seconded the motion. The Minutes of November 10, 2008 were approved on a vote of 4 to 0.

**Adjournment:**

Upon motion by Mr. Gilbertson and Mr. Everett the Design Review Committee adjourned.

Respectfully submitted,

Clancy DeSmet  
Planning & Zoning Administrator