

**Montpelier Development Review Board Meeting
January 16, 2018**

Approved as submitted on February 5, 2018

Present: Kevin O’Connell, Jack Lindley, Roger Cranse, James LaMonda, Kate McCarthy, Sarah McShane – staff.

Call to order by Chair: The meeting was called to order by the Acting Chair, Jack Lindley.

Roll Call – identification of five voting members participating in the decisions: Only five board members in attendance, so all will participate.

Approval of the agenda: James made a motion to approve the agenda as printed, Kevin seconded. The motion passed on a 5-0 vote.

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

Approval of minutes from December 4, 2017: Kevin made a motion to approve the minutes as printed, Roger seconded. The motion passed on a 5-0 vote.

4 Spring Street (continued)

Owner/Applicant: Jailhouse Common Associates II

Site plan review and a variance request to add a nine car parking lot to accommodate additional tenant parking on the property.

The variance was denied, they reworked their application and would like to present it, but they asked to have it continued to February 20, 2018.

Roger made a motion to continue the review of the application to February 20, Kate seconded. The motion passed on a 5-0 vote.

100 State Street (continued)

Owner: Capitol Plaza Corp. Applicant: Capitol Plaza Corp. c/o Rabideau Architects

Site plan, variance, conditional use, design review, and floodplain approval to construct an 89 room hotel and 4 story parking garage.

The applicant asked to have the application tabled to February 20, 2018.

Kevin made a motion to continue the review of the application to February 20, James seconded. The motion passed on a 5-0 vote.

Other business:

Adopted zoning and river hazard regulations - The City Council approved the revised zoning and river hazard regulations on January 3, they will go into effect 21 days after that. Possibilities to help the board digest the new information would be a joint meeting with the Planning Commission, to have Mike Miller an overview, or for a Power Point presentation be provided that board members could view on their own time. Sarah said that the staff report for each application could be questioned and she could provide her best input as to how the new regulations fit into that application. Kate mentioned that if there was a memo that outlined the changes from the old to the new, that would be helpful to review.

There will no longer be consent items, the design review committee will approve or deny, such as signs, paint colors, and other minor applications. Larger projects will still be reviewed by the DRB.

Kevin asked the status of the Domino's sign. They did receive a permit for the sign, but the permit was issued in error. Sarah said they were working with the City but she didn't know what was going on with the process, she will check and get back to the board with an update.

If an applicant doesn't like the determination made by the DRC, they can appeal the decision to the DRB.

The next meeting will be February 5, 2018. There are no applications scheduled for that meeting, it might be a good idea to review the new regulations at that time, maybe Mike could attend to facilitate that.

Adjournment: Kate made a motion to adjourn, Kevin seconded.

Respectfully submitted,

Tami Furry
Recording Secretary