

**Montpelier Design Review Committee**  
**August 9, 2011**  
**Memorial Room, City Hall**

*Approved*

**Present:** Stephen Everett, Chair; James Duggan, Vice Chair; Eric Gilbertson, Kate Coffey, Jay White, Zachary Brock, and Tim Senter.  
Staff: Clancy DeSmet, Planning & Zoning Administrator

**Call to Order:**

Stephen Everett, Chair, called the meeting of the Design Review Committee to order at 5:30 P.M.

**Comments by Chair:**

Mr. Everett explained the advisory role of the Design Review Committee to the Development Review Board to applicants. They review the applications according to criteria that are part of the city regulations.

**I. 150 Main Street – CB-II/DCD**

Owner/Applicant: Carol Vassar  
Design Review for Replacing Porch Railings

Applicant did not show.

**II. 8 Bailey Avenue – CB-II/DCD**

Owner/Applicant: Vermont Land Trust, Inc.  
Design Review for Replacing Roof and Repainting Building  
Interested Party: Shelly Weeks

Shelly Weeks from Vermont Land Trust said they want to repaint the building with more time period colors and want to replace both porch roofs. They are loft and soldered seam metal roofing. They want to replace it with the same type of roofing but use copper. The idea is to replace it with the same design but replacing it with copper instead of sheet metal.

Mr. Duggan said he would want to make sure that square pieces of copper are being used and it isn't a big long roll. There should be a solder seam between each pan because of shrinkage, expansion and contraction.

Mr. Everett asked if they were putting that out to bid.

Ms. Weeks replied they have to because they are receiving grant money. They are just doing the porch roofs at this point.

Mr. White inquired about the gutters around the roof. Are they going to be done in copper?

Ms. Weeks replied no. In fact, those were new last year.

Mr. Duggan asked if she was going to paint the gutters because they are white now.

Ms. Weeks replied she hadn't thought about it.

Mr. Everett said she could do the gutters to match the trim since it is part of the trim detail on the horizontal portion and the vertical down spout that comes down by the siding since there is such a thin detail on the corner they could do that the body color. That would be her option to help it blend in with the existing paint scheme.

Mr. Duggan asked if it was going to be brushed on or sprayed on.

Ms. Weeks replied brushed on.

Mr. White asked if the applicant is willing to agree to paint the downspouts to match the body and the gutters to match the corners they should put that as an option in the application when they approve it.

The Design Review Committee reviewed the evaluation criteria and found it acceptable as proposed on a vote of 5 to 0.

**III. 153 Elm Street – CB-II/DCD**

Owner/Applicant: Win Turner & Laura Bozarth  
Design Review for Extending a Dormer  
Did not show up at meeting.

**IV. 39 Main Street – CB-I/DCD**

Owner: City of Montpelier  
Applicant: Green Mountain Power, Rebecca Towne & Don Lorraine  
Design Review for a Sign and Electric Car Charging Station

Don Lorraine said Green Mountain Power and the City of Montpelier are joining forces to install an electric vehicle charging station. They worked with the Department of Public Works on what would be a good location and come up with a location in the southeast corner near one of the GMP's utility poles in the back corner. This way the charger is in close proximity to the utility pole and wouldn't impede traffic or walking pedestrians. It wouldn't require a cord across any traveled pathways. It was going to be a struggle to put it on the other side of the building and try to incorporate signage and find the right location. Todd was very helpful in finding that location and suggesting it to them. The charger would be installed pretty much in line with the utility pole.

They are proposing two bollards in a triangle to assist the sight impaired so they won't walk into the pole.

Mr. Gilbertson asked how long it takes to charge a vehicle.

Mr. Lorraine said a full charge if the car was empty on a level 2 charger, which is a 240 volt charging, takes 3 to 5 hours. They don't expect it to be utilized for 3 to 5 hours. People will come in and do their business, charge and then leave. That's the intent. They want to include language on the sign to say if the cord isn't in and you aren't charging you have to feed the meter. You can't just park an electric vehicle there.

Mr. White asked if they would have to feed the meter when they are charging.

Mr. Lorraine replied no. When you are charging the contract they have with the City of Montpelier they asked it be free at least for the first year to encourage the adoption of vehicles. They do have a web site but he doesn't know if it will have the capability to identify and see that the space is open to charge their vehicle. This doesn't have to be permanent. What they were hoping for was to locate it at the transit station and incorporate it if the transit station comes to bear.

Mr. Everett asked if there was any thought to lining this out with diagonal lines and saying it is restricted to charging electric vehicles.

Mr. White said with the signage on the parking spot he wouldn't think he could park there if he wasn't going to plug his car in just like a handicapped parking spot. How many electric cars are in Montpelier anyway?

Mr. Lorraine replied he didn't know.

The Design Review Committee reviewed the evaluation criteria and found the application acceptable on a vote of 5 to 0.

**Review of July 19, 2011 Minutes:**

Upon a motion duly made by Mr. Gilbertson and Ms. Coffey the Minutes of July 19, 2011 the Minutes were approved as amended on a vote of 5 to 0.

**Adjournment:**

Upon a motion by Kate Coffey and Jay White the Design Review Committee adjourned on a vote of 5 to 0.

Respectfully submitted,

Clancy DeSmet  
Planning & Zoning Administrator

Transcribed by: Joan Clack