

**Montpelier Design Review Committee**  
**March 15, 2011**  
**Memorial Room, City Hall**

*Subject to Review and Approval*

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

**Call to Order:**

Stephen Everett, Chair, called the meeting to order at 5:30 P.M. Mr. Everett explained the advisory role of the committee to the Development Review Board.

**I. 3 Pitkin Court – CB-I/DCD**

Owner: Duane Wells

Applicant: Celeste Moulton – d/b/a Zuri

Design Review for Two Signs.

Celeste Moulton and Melody LaPort appeared before the committee to describe their application. Ms. Moulton said they are opening up a hair salon at 3 Pitkin Court. The application is for the larger sign out front and a smaller sign to the side where the entrance is located. At the time they did the application there were a couple of things they wanted to change. They did not have the phone number on the sign on the front of the building so they wanted to add that. It would be made out of MDL plywood 2 inches thick. The lighter color will be the trim around the letters and the darker the letters on a tangerine background. The light will go above the front sign and no light for the smaller sign.

Mr. Gilbertson said probably a 40 watt bulb will be sufficient for the light.

The DRC reviewed the sign criteria and found the application as proposed acceptable on a vote of 4 to 0.

**Review and Approval of February 15<sup>th</sup> and March 1, 2011 Minutes:**

Mr. Gilbertson moved acceptance of the Minutes of February 15<sup>th</sup> and March 1, 2011 DRC. Mr. Duggan seconded the motion. The minutes of February 15 and March 1, 2011 were approved on a vote of 4 to 0.

**Adjournment:**

Upon a motion by James Duggan and Eric Gilbertson the DRC adjourned.

Respectfully submitted,

Clancy DeSmet  
Planning & Zoning Administrator