



**CITY OF
MONTPELIER
MONTPELIER,
VERMONT**

Agenda for City
Council Meeting
Wednesday, April
11, 2012
7:00 P.M.

- 1) Call to Order by the Mayor
- 2) 12-094. General Business and Appearances
- 3) 12-095. Consent Agenda:
 - a) Consideration of the Minutes from the March 28th City Council Meeting.
 - b) Approve request from Police Chief Facos for permission to order a 2012 Chevrolet Impala Police Cruiser from Cody Chevrolet in the amount of \$21,941.00. Even though the State of Vermont bid price from Shearer Chevrolet is roughly 1.8% lower (\$398), it is staff's recommendation to purchase this vehicle from Cody Chevrolet based on the positive working relationship the City has had with their sales, service and parts departments. The purchase price is within the budgetary amount specified for this police cruiser ? \$25,500. (See attached memo from Police Chief.)
 - c) Approve and adopt a declaration of official intent to reimburse certain expenditures from the proceeds of indebtedness to be issued for the Carr Lot improvements authorized on March 1, 2002; authorize the City Clerk to sign the document as well.
 - d) Acceptance of Lincoln Financial Group's three-year guaranteed rates proposal for City employees' short-term disability, long-term disability and life insurance benefits and move the program effective May 1, 2012. (Finance Director Sandra Gallup has provided a memorandum, summarizing her findings and recommendation, as well as a comparison

sheet.)

- e) Approval of a request from Ed DuFresne for permission to do a show at the Vermont College Gym on May 4th, with a marching band, The WhatCheer? Brigade. The doors would open at 7:30 P.M. with the music playing from 8:30 to 11:00 P.M.
- f) Approval of a request from Andrew Brewer, owner of Onion River Sports, to close Langdon Street on Saturday, May 5th, from 7:00 A.M. to 1:00 P.M. for their Annual Bike Swap. The Public Works Director, Fire Chief and Police Chief have all reviewed, and see no issues with this request.
- g) Approval of a request from Scott Kerner, owner of The Three Penny Taproom, for the closure of Langdon Street on Saturday, May 5th, from 1:00 to 10:00 P.M., for their Annual Anniversary Party. They plan to erect a tent in Andrew Brewer's parking lot, serve food and beer, and have a band set up in the nook across the street from Onion River Sports' front door (Lendway, et al. property).
- h) Approval of a request from Craig Royce for the closure of Governor Aiken Avenue on Sunday, April 22nd, from 10:00 A.M. to 3:00 P.M. for an "Earth Day Celebration". The plan is to have vendors set up along the street and information available to bring awareness of what "Earth Day" is all about. If approved, he will apply for a Special Event permit at the Council's April 18th meeting. (Mr. Royce has talked with Police personnel.)
- i) Acting as the Liquor Control Commission, City Council Members may now consider the following permit applications:
 - 1) Catering Permit for Yebba, Inc., d/b/a The Abbey Pub & Restaurant, for a Cocktail Reception on Tuesday, April 17th, from 3:00 to 7:00 P.M. at the State House.
 - 2) Outside Consumption Permit for Hyzer Industries, Inc., d/b/a The Three Penny Taproom, for their 3rd Year Anniversary Celebration on Saturday, May 5th, from 3:00 to 10:00 P.M. on Langdon Street (pending approval of the street closure).
 - 3) Catering Permit from The Skinny Pancake for a Green Drinks

Event (beer and wine) to be held on Tuesday, May 8th, from 6:00 to 8:00 P.M. at the City Center Lobby area.

- 4) Annual renewal of Liquor Licenses (City Clerk will distribute list of applications at the meeting.)
- 5) Annual renewal of Tobacco Licenses (City Clerk will distribute list of applications at the meeting.)
- j) Payroll and Bills
- 4) 12-096. Appointment to Design Review Committee.
 - a) Jay White's term has expired; staff advertised and has only received a response from Jay who would like to be reappointed.
 - b) Recommendation: Reappoint Jay White to another 3-year term on the Design Review Committee.
- 5) 12-097. Appointments to Montpelier's Energy Committee.
 - a) Edith Pike-Begunska and Carl Etnier have stepped down. Staff advertised and received responses from the following: Daniel Costin, 234 Main Street; Becky Wigg, 65 River Street; Alison Hollingsworth, 14 Liberty Street; Clyde (Chuck) C. Rogers, 19 Loomis St. Apt. 1; and Carrie McLaughlin, 159 Berlin St.
 - b) Recommendation: Opportunity to meet applicants; Council may choose to enter into Executive Session in accordance with Title I, §313, Executive Sessions, (3) The appointment or employment or evaluation of a public officer or employee; appointments to fill the vacancies on Montpelier's Energy Committee.
- 6) 12-098. Appointment to the City's Tree Board.
 - a) There are currently two vacancies on the board: Abby Colihan's term has expired and Jean Jolley resigned.

- b) Staff advertised and has only received a response from Abby who would like to be reappointed.
- c) Recommendation: Opportunity to meet applicants; Council may choose to enter into Executive Session in accordance with Title I, §313, Executive Sessions, (3) The appointment or employment or evaluation of a public officer or employee; reappoint Abby Colihan to another 3-year term; direction to staff as to whether or not the remaining vacancy should be re-advertised.

7) 12-099. Consideration of an appointment to the Regional Bike Path Committee.

- a) Assistant City Manager Beverlee Pembroke Hill recently advised staff that Bernard Johnson was no longer serving on this committee. She also indicated that James Sharp was interested in serving again.
- b) Mr. Sharp served on the committee many years ago but had to step down for a period of time. Because he has been a member, he is familiar with the project, and it wouldn't take as long to bring him "up to speed". Staff was also reminded that when this vacancy was last advertised two years ago, no responses were received.
- c) Recommendation: Appoint James Sharp to the Regional Bike Path Committee.

8) 12-100 Request for contract amendment to tax stabilization for Connor Brothers StoneCutters, LLC.

- a) On August 25, 2011, Connor Brothers Stonecutters, LLC submitted an Application for Tax Stabilization for 575 Stonecutters Way.
- b) On September 14, 2011, the first public hearing was held. Minutes attached.
- c) On September 28, 2011, the second public hearing was held. Minutes attached.
- d) On September 30, 2011 Findings of Fact and Decision issued for Tax Stabilization of Connor Brothers Stonecutters, LLC as approved by the

Montpelier City Council on September 28, 2011. Copy of Findings of Fact and Decision attached.

- e) Applicant has provided information through letter dated March 29, 2012 that they now meet the criteria for Level Four benefits.
- f) Applicant was granted the right to seek the Level Four benefit as part of the September 30, 2011 Findings of Fact and Decision if they could document the employment criteria. Applicant can now show they meet the criteria.
- g) Recommendation of Staff: Approve the Level Four benefit and defer the beginning of the contract to July 1, 2013.

9) 12-101. Zoning Update

- a) Planning Director, Gwen Hallsmith will be present to update the Council on the status of the current Re-Zoning process that is underway with the Planning Commission.
- b) Discussion

10) 12-102. Report on Council procedural responsibilities on liquor and catering license requests.

- a) After consulting with Laurie Pecor at the Department of Liquor Control, it was determined that responsibility for approving catering requests can be delegated by the Council to the City Clerk.
- b) Approval of liquor and tobacco licenses cannot legally be so delegated. With Department approval, however, the City Clerk can affix stickers to Council-approved licenses for forwarding to the Department, rather than collect Council signatures.
- c) Recommendation: The council authorize the City Clerk to approve catering requests on behalf of the city, mandating a 48 period that the request be posted on the web and/or in the Clerk's office for public review prior to approval (and allowing for the Clerk to bring questionable requests before the council). Also, that the Council authorizes the City Clerk to formally request permission to use stickers on liquor and

tobacco license requests in the place of Council signatures.

- 11) 12-103. Council Reports
- 12) 12-104. Mayor's Report
- 13) 12-105. Report by the City Clerk-Treasurer
- 14) 12-106. Status Reports by the City Manager
- 15) 12-107. Agenda Reports by the City Manager
- 16) Adjournment



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 - b) Mr. Sharp served on the committee many years ago but had to step down for a period of time. Because he has been a member, he is familiar with the project, and it wouldn't take as long to bring him "up to speed". Staff was also reminded that when this vacancy was last advertised two years ago, no responses were received.
 - c) Recommendation: Appoint James Sharp to the Regional Bike Path Committee.
- 8) 12-100. Goals Workshop
- a) At their March 28th meeting, Council received input from several Montpelier residents/business owners.
 - b) Recommendation: Review and discuss suggestions received; include and discuss further items from Council Members; set a date for Council to conduct a workshop and review the goals in more detail; or finalize the list this evening.
- 9) 12-101. Council Reports
- 10) 12-102. Mayor's Report
- 11) 12-103. Report by the City Clerk-Treasurer
- 12) 12-104. Status Reports by the City Manager
- 13) 12-105. Agenda Reports by the City Manager
- 14) Adjournment

Minutes of the Montpelier City Council Meeting
March 28, 2012
City Council Chambers, Montpelier City Hall

In attendance: Mayor John Hollar (presiding), City Manager Bill Fraser, City Councilors Andy Hooper, Thierry Guerlain, Alan Weiss, Angela Timpone, Sarah Jarvis and Tom Golonka. City Clerk John Odum acted as Secretary of the Meeting.

Mayor Hollar called meeting to order at 6:59 PM.

12-083. At 7:00, under General Business, City Manager Fraser took a moment to recognize Assistant Director of Public Works Tom McCardle for his 30 years of service to the city and presented him with a pin in commemoration of that service. Mr. McCardle then took a moment to express his appreciation.

12-084. Councilor Weiss moved that the Consent Agenda be approved. Councilor Guerlain seconded. Councilors Timpone and Jarvis expressed their view that the consent agenda should be read through before approval for the benefit of the public. Councilors Guerlain and Weiss noted that the consent agenda was available for viewing before meetings via the city's website. Councilor Jarvis urged the Council not to assume all citizens have web access. The mayor weighed in against reading the entire agenda. The Consent Agenda was not read through.

At 7:03, the Consent Agenda was unanimously approved.

12-085. Item 4 was taken up. One of the two applicants for appointment as an alternate to the EC Fiber Governing Board, Dan Jones, addressed the Council on his expertise and qualifications. City Manager Fraser confirmed there is another applicant who was not present.

Councilor Hooper gave an update on the EC Fiber board's activities, and noted that Montpelier would not be included in the early stages of the coverage plan.

Councilor Golonka moved that Dan Jones be appointed to the position of alternate member of the EC Fiber Governing Board for Montpelier. Councilor Timpone seconded. The motion was unanimously approved.

12-086. At 7:07, the Council moved to agenda item 5, the discussion of City Council goals and priorities for 2012-2013. The mayor invited comments and input from those members of the public in attendance.

Bill Merrylees spoke, representing the Bike Committee. He urged the Council to prioritize making Montpelier a more bikeable city, noting the recommendations contained within the Master Plan. He also urged the Council to create a "Complete Streets Committee" and noted the public support for this goal revealed in a survey. Mr. Merrylees passed out a list of his recommendations to the Council.

David Beatty of Northfield Street advocated for increased citizen involvement in the budget process, suggesting citizens be brought in to focus on specific departments or challenges.

Eric Gilbertson indicated he has seen Montpelier change for the better over his 36 years. He stressed the importance of downtown physically and economically, and noted that visitors to the city are always impressed.

Didi Brush encouraged the Council to reach out to the public for input on the budget. She agreed with the previous speaker that visitors are consistently impressed by the city, but was not confident about its long-term "vibrancy." Brush also expressed concerns with the downtown's empty storefronts and reports that the Farmer's Market may leave downtown. She expressed the opinion that "getting things done" in Montpelier was more complicated than was appropriate for a city of only 8000.

Ethan Atkin of Clarendon Avenue indicated he was angered by what he described as an inadequate response by the Council to citizens' requests for budget reductions in the recent budget cycle. He noted with frustration that what were described as "core" budget items were not examined for reductions, while smaller "discretionary" items were. Atkin sees those smaller items as valuable. Atkin asked that the Council enter the next budget process with an attitude that smaller budgets are possible.

Larry Myers of 26 Liberty Street spoke about the budget, urging the Council not simply to look at cutting spending, but to look at potential revenues as well.

Phil Dodd asked the Council to think about a different way to handle the "outside agencies," noting that they present a challenge. He noted there are towns inside and outside Vermont that have created committees that review those sorts of financial requests as a first step. Before getting as far as becoming a ballot article. Dodd also suggested the formation of a citizen committee to look at budgets in similarly sized cities for comparison. He also noted that the City's goal from a year ago of 500 new housing units in 5 years was "ambitious," noting the challenges in the marketplace. Dodd also indicated his support for economic development and the support of new businesses.

Rebecca Davison spoke of her concern about the affordability of housing and the potential cultural impacts. She would like the City to look again at encouraging low cost housing development in Sabin's Pasture, as well as the potential to convert more downtown space.

Bill Brown of 33 Foster Street expressed his opinion that we should be proud of Montpelier because it's walkable, bikeable and has a conservation ethic. He encouraged the Council to continue with the District Heat project, and that it would make Montpelier more appealing.

He felt that “prudent and well thought through” revenue solutions for city revenues were fine, and said that he believes the City Government has been doing a good job.

At 7:35, The Mayor indicated the Council would move on to item 6. When Councilor Timpone then inquired about planning for a Goals and Priorities work session, The Mayor returned to item 5.

The nature of the Goals and Priorities work session was discussed. Councilor Timpone felt strongly that a focused, roundtable discussion format, rather than a regular Council meeting format, would be more conducive to progress. The mayor indicated his preference for a more format maximizing public engagement. Councilor Golonka agreed with Councilor Timpone in principle, but suggested a working group format could also be made public and televised (Councilor Timpone agreed). The merits of the Council Chambers versus the Police Station meeting room were discussed. Councilor Weiss noted that the body was on record supporting a 2-part process.

Mayor Hollar was amenable to suggestions that the discussion be at the smaller table in the Council Chambers, and possibly facilitated. He also clarified that he had envisioned planning each phase of the Goals discussion as specific allotments of time in upcoming regularly scheduled meetings.

The City Manager indicated that the questionnaire that had previously been used would be used again and Councilor Golonka’s inquiry.

Councilor Weiss expressed disapproval at focusing on “goals,” preferring measurable objectives that create firm benchmarks. Mayor Hollar agreed in principle. Councilor Jarvis noted that an expression of goals is helpful to City Manager Fraser, who indicated he appreciated the policy guidance.

The Council concluded (unofficially) that the work session would be a facilitated block of time in a regular council meeting, and could be at the smaller table.

12-087.

At 7:45, the Mayor moved the Council to item 6 on the agenda (consideration of the draft report on the Gallison Hill/US Route 2 intersection). Tom McCardle (who took a moment to introduce his wife and son, who were in attendance), was joined by Steve Gladczuk (from the Central Vermont Regional Planning Commission) and Jody Carriere (from engineering firm Lamoureux and Dickinson) at the front table, where they displayed a power point accompaniment to the written report.

The group reviewed the current status of the intersection, including concerns they have heard on right of way issues and the current traffic rate. Councilor Golonka asked about the change in traffic during summer months, but that data was not available.

The group then went over the three proposed alternatives in the report and their relative impacts, both positive and negative (alternative 1 was to do nothing, while the other alternatives involved possibly changing the “geometry” of the intersection (which would impact the planned bike lane) and adding a turn lane, while another alternative would add a traffic light.)

Councilor Golonka was concerned about impacting the area businesses with extensive road work, particularly given the recent experience of building the nearby roundabout. McCardle stated he believed the impact would be less widespread and smaller in magnitude.

Discussion continued on how such construction projects have been prioritized, and to what extent they can and should be reprioritized, based on other needs. Councilor Jarvis noted that the Gallison Hill area is the towns only Industrial Park, and that it should receive due consideration.

At 8:21, Councilor Weiss moved that the Council receive the US Route 2/Gallison Hill Road intersection study. Councilor Timpone seconded. The motion passed unanimously.

- 12-088. The Mayor then moved the Council to Item 7, the first of a two-part public hearing process to consider six amendments to the City’s Code of Ordinances in regards to parking. The City Manager took a few moments to describe the process of approving the changes, before Tom McCardle presented the six changes being proposed. He indicated the changes had been discussed by the Parking Committee in July of 2011, but they were pushed off because they were not urgent at that time.

McCardle’s presentation detailed the parking changes proposed for specific parts of Bailey and Clarendon Avenues, Barre Street, Liberty Street, State Street, Towne Hill Road, and College Street. He indicated that letters had been sent to those affected in the neighborhoods.

Councilor Timpone noted that the traffic constriction on Liberty Street that the proposed parking change is meant to alleviate is exacerbated during winter months due to snow accumulation. Councilor Guerlain inquired as to who broached the issue on Liberty Street, to which Mr. McCardle replied that he had observed the situation himself.

Regarding the State Street changes, Councilor Timpone expressed concern about the bike lane, and Mr. McCardle indicated he could approach the issue in different ways. Councilor Guerlain wondered if moving the lanes of traffic to the River Side would open up more parking (McCardle indicated that it create further challenges).

Councilor Guerlain also inquired as to whether the proposed elimination of parking from the corner of College and Arsenal could be scaled back to one space from two. McCardle indicated that the guidelines for turning visibility called for the solution as proposed, but that it could be changed. Councilors Jarvis and Timpone expressed concerns about deviating from the guidelines. The disposition of the crosswalk, which extends into

Arsenal Drive a bit, was also discussed. McCardle indicated he could further study the matter. Councilor Guerlain indicated that the occupant of the house on the corner would also prefer a one-space reduction, rather than two.

The Mayor opened the discussion for public comment.

Ethan Atkin expressed concern over the proposal on parking between Dwinell and Redstone, and its impact on his business. Given that the change was intended to mitigate parking impacts during the legislative session, he wondered if other solutions – such as narrowing the amount of the year in which the restrictions were in place, or instituting a resident permit system – wouldn't be better. McCardle indicated he could look at those solutions, and also explained the rationale for restricting one side of the street over the other.

Mayor Hollar wondered if it wouldn't be more efficient for the Public Works Department to take public comments and incorporate them into the plans, rather than engaging in this type of public hearing process. McCardle replied that this was just the way it had previously been done.

Cathy Metz of Liberty Street felt the constricted lane slowing traffic was not necessarily a negative (Councilor Guerlain added he knew other residents who felt similarly). She also expressed concern about the impacts to school families of removing parking, and noted she had never seen an accident there.

Larry Myers agreed with Metz, calling the proposal "overkill." He also observed that the parking survey which indicated the Liberty parking ban would impact out of towners was done during daytime hours when residents could be working.

Gabrielle Dietz of Liberty Street agreed with the previous Liberty Street commenters, and noted that there was a bigger parking challenge facing the city that wasn't being addressed.

Barbara Conry, also of Liberty Street, felt that the Liberty Street restrictions would just push the parking problems elsewhere.

Councilor Weiss expressed concern about visibility when turning onto Barre Street from Hubbard Street. McCardle felt that they had addressed that problem, but would look at it. Councilor Weiss also expressed concern about traffic at Union Elementary. Weiss and McCardle alluded to a problem with Cedar Street traffic being impacted. McCardle indicated that they had worked with the school and police and had made progress.

Dave Bellini of Liberty Street concurred with the other Liberty Street residents speaking against the proposal, and hoped that a resident permit system would not be the solution. He also noted the need for elderly residents to park in front of their homes.

The Mayor again asked McCardle about the possibility of Public Works reaching out directly to the public for input. McCardle indicated he felt the need for guidance from the council, but indicated he would attempt to reach out.

The Mayor and Councilor Guerlain asked if the Liberty Street proposal could be taken off the table. McCardle indicated he had no objection.

At 9:12, Councilor Jarvis moved that the public hearing be closed, and that we set all except for the Liberty Street ordinances, proposal be set for a second reading in the second meeting in April. (Councilor Jarvis expressed a desire to allow Tom McCardle enough time to communicate with residents further). Councilor Timpone seconded. The motion was approved 5-1 (Councilor Weiss opposed).

12-089. The Mayor directed the meeting to item 8, Council Reports. Councilor Hooper indicated he had nothing to report.

Councilor Weiss had nothing to report.

Councilor Timpone indicated she had received several emails during the meeting regarding bike lanes and complete streets, and that she would forward them to the rest of the Council.

Councilor Jarvis offered congratulations to the Green Mountain Film Festival for a successful festival.

Councilor Golonka reported on the Regional Committee meeting he attended, indicating that Barre Town has approved a \$10,000 in their budget that only Town Meeting could reject. He is waiting to hear from the Berlin town board. Approximately \$40,000 has been identified. An allocation formula will need to be worked out.

Councilor Guerlain wondered if the Council could minimize the amount of paperwork that needed to be signed each meeting, particularly liquor and smoking licenses and catering permits. City Manager Fraser provided background on the process and indicated he would look into what the Council is required to sign. Councilor Jarvis wondered how much of a problem it is. Mayor Hollar agreed with Councilor Guerlain.

Councilor Guerlain also expressed displeasure at the late-arriving emails he received relating to this meeting. Fraser apologized and indicated he and the staff try to avoid that. Mayor Hollar expressed agreement with Councilor Guerlain.

Councilor Guerlain also expressed the opinion that road issues should be looked at more comprehensively than simply discussing parking.

12-090. Mayor Hollar reported that he has been working with the City Manager on the District Heating plan as per last meeting, and was optimistic.

Councilor Golonka indicated his concern about what sounded like less than full commitment for participation by the schools, based on Ken Jones' testimony last meeting. Councilor Timpone added that she believes that Jones' testimony was an imprecise representation of the will of the school board

12-091. At 9:25, the City Clerk reported that the charter change approved by voters at the recent Town Meeting was in progress at legislative Council. Councilor Weiss complimented the Clerk on the minutes from the previous meeting.

12-093 a. Councilor Jarvis broached the topic of the second April meeting date, which would normally fall on the 25th but conflicts have arisen. The Mayor asked for a show of hands, and the Council preferred the meeting be moved to the 18th.

12-092. The City Manager reported the progress on adjusting the District Heat plan in more detail.

12-093 b. At 9:27, Councilor Jarvis, citing statutory authorization, moved that the Council "enter executive session to discuss labor relation agreements with employees." Councilor Weiss seconded. The motion was approved unanimously, and the Council entered executive session.

At 9:51, Councilor Weiss moved the Council come out of executive session. Councilor Timpone seconded. The motion was unanimously approved.

Upon the Council's return, the Mayor noted that Councilor Guerlain would be the council's representative for fire union negotiations.

At 9:52, Councilor Weiss moved to adjourn, Councilor Timpone seconded. The motion was unanimously approved.



Montpelier Police Department

Memo

To: City Manager William Fraser

From: Chief Anthony J. Facos

CC: Sandra Gallup

Date: March 29, 2012

Re: 2012 Cruiser purchase

I am requesting permission to order a 2012 Chevrolet Impala Police 4dr sedan model 1WS19 from Cody Chevrolet for the amount of **\$21,941** (MSRP with MPD specified options \$28,645).

The State of Vermont bid price from Shearer Chevrolet for the same vehicle and options is \$21,543. Although the local dealership's bid is roughly 1.8% higher (\$398), it is my recommendation that we purchase this cruiser from Cody Chevrolet based on our positive working relationship with their sales, service and parts departments.

The vehicle requested is within the budgetary amount specified in POLICE 10-9400-83.02 which has listed \$25,500 for a police cruiser.

DECLARATION OF OFFICIAL INTENT
OF CITY OF MONTPELIER
TO REIMBURSE CERTAIN EXPENDITURES
FROM PROCEEDS OF INDEBTEDNESS

WHEREAS, the City of Montpelier, Vermont (the “Issuer”) intends to construct park, public transit/welcome center and related improvements authorized at the March 5, 2002 annual City meeting (the “Project”);

WHEREAS, the Issuer expects to pay certain capital expenditures (the “Reimbursement Expenditures”) in connection with the Project prior to the issuance of indebtedness for the purpose of financing costs associated with the Project on a long-term basis;

WHEREAS, the Issuer reasonably expects that for that part of the Project consisting of design and construction costs, debt obligations in an amount not expected to exceed \$800,000 will be issued and that certain of the proceeds of such debt obligations will be used to reimburse the Reimbursement Expenditures; and

WHEREAS, the Issuer declares its reasonable official intent to reimburse prior expenditures for the above-described part of the Project with proceeds of a subsequent borrowing:

NOW THEREFORE, the Issuer declares:

Section 1. The Issuer finds and determines that the foregoing recitals are true and correct, and that all of the capital expenditures covered by this Resolution were or will be made not earlier than 60 days prior to the date of this Resolution.

Section 2. This declaration is made solely for the purposes of establishing compliance with the requirements of Section 1.150-2 of the Treasury Regulations. This declaration does not bind the Issuer to make any expenditure, incur any indebtedness, or proceed with the Project.

Section 3. The Issuer hereby declares its official intent to use proceeds of indebtedness to reimburse itself for Reimbursement Expenditures, with 18 months of either the date of the first expenditure of funds by Issuer for such Project or the date that such Project is placed in service, whichever is later (but in no event more than three years after the date of the original expenditure of Issuer funds for such Project), and to allocate an amount not to exceed \$800,000 of the proceeds thereof to reimburse itself for its expenditures in connection with the Project.

Section 4. The Issuer's debt obligations for the aforementioned purpose will not be "private activity bonds" within the meaning of Section 141 of the Internal Revenue Code of 1986.

Section 5. All prior actions of the officials and agents of Issuer that are in conformity with the purpose and intent of this Resolution and in furtherance of the Project shall be and the same hereby are in all respects ratified, approved and confirmed.

Section 6. All other resolutions of the legislative body of the Issuer, or parts of resolutions, inconsistent with this Resolution are hereby repealed to the extent of such inconsistency.

Section 7. It is hereby found that all discussions and deliberations of the legislative body of the Issuer leading to the adoption of this Resolution occurred at one or more meetings of the legislative body conducted pursuant to public notice and open to public attendance.

Section 8. This declaration shall take effect from and after its adoption.

The undersigned, City Clerk of the Issuer, hereby certifies that the foregoing is a full, true and correct copy of the declaration of the legislative body of said Issuer duly made at a meeting thereof held on the date, specified below, and that said declaration has not been amended, modified or revoked.

City Clerk

April ____, 2012

JPG:sg/ja



City of Montpelier, Vermont
"The Smallest Capital City in the United States"

DATE: April 4, 2012

TO: William Fraser, City Manager
City Council Members

FROM: Sandra J. Gallup, Finance Director

SUBJECT: Recommendation to move the City's employee short term disability, long term disability and life insurance benefits to Lincoln Financial Group on May 1, 2012.

Our employee short term disability, long term disability and life insurance contract with UNUM expires May 1, 2012. Tim Ayer of Noyle W. Johnson, our broker for this insurance for many years, is recommending changing providers from UNUM to Lincoln Financial Group.

The proposed renewal rates for UNUM are up 18% (+\$16,000 annually). Our claims for short term disability have been high for quite a few years. Because of the substantial increase in UNUM premiums, Tim Ayer requested proposals from other insurance providers. Of the company's who responded, Lincoln Financial Group's rates are the most favorable. Their proposed premiums are down 20% from our current rates. The policy coverage matches the benefits of our current plans. Lincoln Financial will guarantee the life and long term disability rates for 3 years. The short term disability rates are guaranteed for 2 years with a third year maximum increase of 15%. Lincoln Financial's annual premiums are \$34,000 less than UNUM's renewal rates. (See attached comparison sheet)

Lincoln Financial has a strong financial history with a AA- "Very Strong" Standard and Poor Rating. The company does not currently provide STD, LTD and Life insurance to municipalities in Vermont, but is looking to compete with UNUM in the Vermont market. We have called out-of-state Lincoln Financial customers and received favorable references for their service and product.

I projected a 10% increase in premiums for STD, LTD and Life insurance for the city employees in the FY13 budget. **By moving our insurance program to Lincoln Financial we will pay \$26,000 less (annually) than the amount budgeted. This savings will continue into the next three fiscal years.**

I recommend the City of Montpelier accept Lincoln Financial Group's three-year guaranteed rates proposal for our employee short term disability, long term disability and life insurance benefits and move the program effective May 1, 2012.



Group Life STD & LTD Comparison for:

City of Montpelier

	Current Unum	Unum Renewal	SunLife	Lincoln Financial
Group Life				
Amount of Benefit	Life: 1 X salary to \$100,000 (both classes)	Life: 1 X salary to \$100,000 (both classes)	Life: 1 X salary to \$100,000 (both classes)	Life: 1 X salary to \$100,000 (both classes)
Class 1: Public Safety, EMT's & Firefighters	AD&D: Class 1: 1.5 X salary to \$100,000	AD&D: Class 1: 1.5 X salary to \$100,000	AD&D: Class 1: 1.5 X salary to \$100,000	AD&D: Class 1: 1.5 X salary to \$100,000
Class 2: All other employees	Class 2: 1 X salary to \$100,000	Class 2: 1 X salary to \$100,000	Class 2: 1 X salary to \$100,000	Class 2: 1 X salary to \$100,000
Estimated Volume Life	\$5,047,000	\$5,047,000	\$5,047,000	\$5,047,000
Estimated Volume AD&D	\$5,869,950	\$5,869,950	\$5,869,950	\$5,869,950
Rate /\$1000.00 for Life	\$0.27	\$0.27	\$0.19	\$0.23
Rate /\$1000.00 for AD&D	\$0.005	\$0.005	\$0.036	\$0.035
Monthly Cost	\$1,392.04	\$1,392.04	\$1,170.25	\$1,366.26
Rate Guarantee		1 year	2 years	3 years
Group Short Term Disability				
Waiting Period				
Accident	13 days	13 days	14 days	paid on 14th day
Sickness/Illness	13 days	13 days	14 days	paid on 14th day
Benefit Period	24 weeks	24 weeks	24 weeks	24 weeks
Benefit Amount	66.6667% to max \$650/wk	66.6667% to max \$650/wk	66.2/3% to max \$650/wk	66.2/3% to max \$650/wk
Volume	\$60,421.00	\$60,421.00	\$60,421.00	\$60,421.00
Rate / \$10.00	\$0.63	\$0.74	\$0.370	\$0.40
Monthly Cost	\$3,806.52	\$4,471.15	\$2,235.58	\$2,416.84
Rate Guarantee		1 year	2 years	2 years 3rd year Max of 15% increase
Group Long Term Disability				
Class	Class 1 & 2	Class 1 & 2	Class 1 & 2	Class 1 & 2
Benefit Period	To age 65	To age 65	To age 65	To age 65
Definition of Disability	2 year own occupation	2 year own occupation	2 year own occupation	2 year own occupation
Elimination Period	180 days	180 days	180 days	180 days
Benefit Amount	66.6667% to max \$4,000/mo	66.6667% to max \$4,000.00	66.2/3% to max \$4,000/mo	66.2/3% to max \$4,000/mo
Progressive Income				20% additional progressive income benefit allows up to 86.67%
COBRA/ Medical Premium Benefit			Up to \$400/mo towards COBRA benefits while employee is on COBRA & LTD	Up to \$400/mo towards COBRA benefits for up to 12 months
Covered Monthly Payroll	\$418,075.00	\$418,075.00	\$418,075.00	\$418,075.00
Rate / \$100	\$0.51	\$0.67	\$0.605	\$0.49
Monthly Cost	\$2,132.18	\$2,801.10	\$2,529.35	\$2,048.57
Rate Guarantee		1 year	2 years	3 years
Total Monthly Cost for Life, STD & LTD	\$7,330.75	\$8,664.30	\$5,935.18	\$5,831.67
Total Annual Cost for Life, STD & LTD	\$87,968.94	\$103,971.56	\$71,222.15	\$69,979.99

We also received quotes from Assurant and Standard, but they were not as competitive as SunLife and Lincoln Financial.

From: Sandy Pitonyak
Sent: Wednesday, April 04, 2012 10:07 AM
To: Anthony Facos; ROBERT GOWANS; Todd Law
Subject: FW: May 4 @ The Gym...

See the request below. Mr. DuFresne later e-mailed me that the doors would open at 7:30; concert from 8:30 to 11:00 P.M. Do you have any problems with this one?

From: William Fraser
Sent: Friday, March 30, 2012 8:10 PM
To: Sandy Pitonyak
Subject: Fwd: May 4 @ The Gym...

Begin forwarded message:

From: Ed DuFresne <edified3@gmail.com>
Date: March 30, 2012 6:46:11 PM EDT
To: William Fraser <wfraser@montpelier-vt.org>
Subject: May 4 @ The Gym...

Bill,

Would like to get on the agenda to get approved to do a show at The VT College Gym on May 4 with the awesome street marching band, The WhatCheer? Brigade.
Check 'em out here:

www.whatcheerbrigade.com.

I can get on this Wednesday or next - could not remember your asst's name to write here (she handles that, right?) - steer me in the right direction, and I'll proceed accordingly - the catering entity (which should be confirmed shortly) will be going in for approval as well.

Hope your well, and let me know when RR wants to do a Black Door gig!

--

Best,
Ed DuFresne
edified presents
edified4@gmail.com
edified3@gmail.com

From: Todd Law
Sent: Wednesday, April 04, 2012 10:17 AM
To: Sandy Pitonyak; Anthony Facos; ROBERT GOWANS
Subject: RE: May 4 @ The Gym...

No issues on my end. Thanks Sandy.

Todd

Todd C. Law, PE, Director
City of Montpelier Public Works

From: ROBERT GOWANS
Sent: Wednesday, April 04, 2012 10:22 AM
To: Sandy Pitonyak
Subject: RE: May 4 @ The Gym...

I'm all set

Robert A Gowans

Fire Chief
City of Montpelier Fire and Emergency Services

From: Anthony Facos
Sent: Wednesday, April 04, 2012 12:38 PM
To: Todd Law; Sandy Pitonyak; ROBERT GOWANS; L-PD_SUPER
Cc: William Fraser
Subject: RE: May 4 @ The Gym...

I just want to know the usual. Alcohol? Event staffing (Ed is good about this, but I still want some details)? Any community impact/notification plans? Other than some basic coordination, it should be "all systems go."

Chief Tony Facos

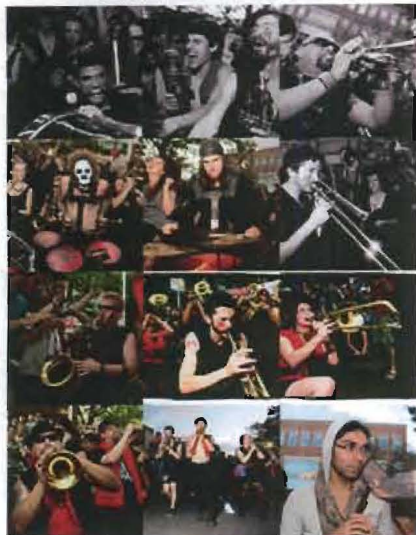
HOME ABOUT SHOWS GUESTBOOK LINKS MUSIC PHOTOS VIDEO BUY

Bi-monthly email signup

you@band.luv

ok!

RECENT PHOTOS



UPCOMING SHOWS

Mar 31: Pittsburgh, PA

Apr 27: Portland, ME

Apr 28: Belfast, ME

Apr 29: Waltham, MA

May 4: Montpelier, VT

Jun 22: Troy, NY

Jun 23: Kingston, ON

Jun 24: Toronto, ON



March 20, 2012

Back from Winter Break with great shows lined up!

Our first local show of 2012:

- **Friday, March 23, 2012: Providence – AS220 (map)**
Show is a fundraiser for Atraves, a local non-profit doing great work in Nicaragua

Then we head to NYC and Pennsylvania for the weekend:

- **Thursday, March 29, 2012: Brooklyn, NY – Public Assembly (map)**
with: **Veveritse Brass Band**, **Apocalypse Five & Dime**
- **Friday, March 30, 2012: Philadelphia, PA – PiLam (map)**
with: **Electric Jellyfish**, **(Australia)**, **Harsh Vibes**, **Store Cats**
- **Saturday, March 31, 2012: Pittsburgh, PA – The Princess (map)**
with: **Lungs Face Feet**, DJs **Pandemic Pete + Edgar Um**

STAY TUNED FOR INFO ON SHOWS IN MAINE AND VERMONT AT THE END OF APRIL!

from *Dan*
(0 comments)

January 17, 2012

2012 is going to be awesome!

We're fresh off a weekend in NYC that bodes well for the rest of this year! [Here are some great images of our show at C-Squat.](#)

Here's what it looked like as we played the Grand Ballroom of the Grand Prospect Hall during **Golden Fest**.

Sandy Pitonyak

From: Andrew Brewer [Abrewer@onionriver.com]
Sent: Wednesday, March 28, 2012 12:56 PM
To: Sandy Pitonyak
Cc: Scott Kerner
Subject: May 5th Langdon Street closure

Hi Sandy,

Onion River Sports would like to request the closure of Langdon Street on Saturday, May 5th, for our annual Bike Swap. The event will run from 7:00am to 1:00pm. We will have bicycles and bike racks in the parking lots and in the street... and lots of people.

The Three Penny Taproom would also like to request closure of Langdon Street for their annual anniversary party. They plan to erect a tent in my parking lot, serve food and beer, and have a band set up in the nook across the street from ORS's front door (Lendway et al. property)

I don't want to speak for Three Penny on the details of their event, and after talking with Scott Kerner (I've copied him on this email) does it make more sense to look it this like two separate requests? ORS closes street from 7:00am to 1:00pm, Three Penny closes street from 1:00pm to 10:00pm? I'm assuming the Council and the PD would have more questions about evening activities than a bunch of hoodlums on bikes during the day?

Any advice for us?
Thanks Sandy!

Andrew

From: Sandy Pitonyak
Sent: Wednesday, March 28, 2012 1:13 PM
To: Todd Law; Anthony Facos; NEIL MARTEL; ROBERT GOWANS
Cc: William Fraser
Subject: FW: May 5th Langdon Street Closure

See Andrew Brewer's request below. I confirmed with Bill, and we will be dealing with these two requests separately! For now, do you have any concerns with Andrew's event?

From: Todd Law
Sent: Wednesday, March 28, 2012 1:17 PM
To: Sandy Pitonyak; Anthony Facos; NEIL MARTEL; ROBERT GOWANS
Cc: William Fraser
Subject: RE: May 5th Langdon Street Closure

None on my end.

Thanks,

Todd

Todd C. Law, PE, Director
City of Montpelier Public Works
City Hall, 39 Main Street
Montpelier, Vermont 05602
PH: (802)223-9508

From: ROBERT GOWANS
Sent: Wednesday, March 28, 2012 1:37 PM
To: Sandy Pitonyak; Todd Law; Anthony Facos; NEIL MARTEL
Cc: William Fraser
Subject: RE: May 5th Langdon Street Closure

I'm certainly ok with Onion Rivers request.

Robert A Gowans

Fire Chief
City of Montpelier Fire and Emergency Services
Montpelier, Vt
802-229-4913
rgowans@montpelier-vt.org

Committed to Professional Excellence

From: Anthony Facos
Sent: Wednesday, March 28, 2012 7:46 PM
To: Sandy Pitonyak
Subject: Re: May 5th Langdon Street Closure

That's fine, both are okay with me.

Chief Anthony J. Facos
Montpelier Police Department
1 Pitkin Court
Montpelier, VT 05602
(802) 223-3445

Sandy Pitonyak

From: Scott Kerner [scott@threepennytaproom.com]
Sent: Wednesday, March 28, 2012 1:25 PM
To: Sandy Pitonyak
Subject: May 5th

Hello Sandy-

My name is Scott, and I am one of the owners of Three Penny Taproom. As you saw in Andrew Brewer's e-mail, we would like to close Langdon Street from Main Street to Onion River Sports on May 5th. Since Andrew need the street closed until 1pm, we would like to have the street from then until 10pm. The music will end at 9, so I think this gives us ample time to get people moving and clean up the street. Please let me know how to progress, I have already spoken to the Police. Thanks for your time. Scott

--

Scott Kerner... Owner... Three Penny Taproom... (802) 223-TAPS

Sandy Pitonyak

From: Todd Law
Sent: Wednesday, March 28, 2012 3:34 PM
To: Sandy Pitonyak; 'Scott Kerner'
Cc: ROBERT GOWANS
Subject: RE: May 5th

Typically our only concern is one of the impacts of the road closure (which is negligible here if the neighbors are in concurrence) and do the applicants need to borrow barricades and signs for the street closure. If so, we have them request those from the Public Works Garage prior to, and then the applicant arranges pick up from the garage and drop off after the event.

Hope this helps?

Todd

From: Anthony Facos
Sent: Wednesday, March 28, 2012 7:46 PM
To: Sandy Pitonyak
Subject: Re: May 5th Langdon Street Closure

That's fine, both are okay with me.

Chief Anthony J. Facos
Montpelier Police Department
1 Pitkin Court
Montpelier, VT 05602
(802) 223-3445

From: ROBERT GOWANS
Sent: Tuesday, April 03, 2012 10:34 AM
To: Sandy Pitonyak
Subject: RE: Your comments re: Three Penny Taproom's

I'm OK with the plan

Robert A Gowans

Fire Chief
City of Montpelier Fire and Emergency Services
Montpelier, Vt
802-229-4913
rgowans@montpelier-vt.org

EARTH DAY CELEBRATION

APRIL 22, 2012

SUNDAY

CAN WE GET AN AREA
PROVIDED FOR FOOD VENDORS
(FLAGGED OFF)

NEIL MARTEL SAID CITY
ORDINANCE REQUIRES
COUNCIL APPROVAL. LOOKING
FOR STATE ST. OR GOV.
AIKEN DR. ALSO LOOKING
TO HAVE PORTO-POTTIES
ON GOV. AIKEN.

VERIDIUS DESIGN@YAHOO

**Request to Cater Malt and
Vinous Beverages &
Spirituos Liqueurs**

Caterer's Permit Number 2019-01

APPROVED

DISAPPROVED
Date: _____

Reason: _____

(for department use only)

To: Board of Selectmen/Alderman at catered location and Vermont Liquor Control Board.

From: Licensee name: YEBBA INC

d/b/a: THE ABBEY PUB & RESTAURANT

Street: 6212 RTE 105 Town/City: ENOSBURG, VT

Contact name and phone number: SHELLEY LAROCHE: 802 933 4747

Email or Fax # Shelley@abbeygroup.net

BE SURE TO READ INSTRUCTIONS BELOW, BEFORE COMPLETING APPLICATION.

(Each catered affair must have a recommendation from the local Board of Selectman or Alderman acting in their capacity as local control commissioners and must have the approval of the State Liquor Control Board.)

Please answer the following questions:

1. Describe type of party to be catered: COCKTAIL RECEPTION

2. Location of catered party (street, town or city; if no address, describe location): THE STATE HOUSE : 115 STATE STREET, MONTPELIER, VT 05633

3. Date of catered party (not more than five days, unless specifically authorized): 4-17-12

4. Hours of operation: Beginning 1500 hrs. Ending 1900 hrs. No. of Persons 100

Signed: [Signature] (caterer) Date: 3-22-12

We recommend: _____ approval _____ disapproved _____

If you recommend disapproval, please state reason(s): _____

Town/City Clerk's signature
Of CATERED location.

Town/City
Fax Number or email address: _____

Date

SUBMIT AT LEAST 5 DAYS PRIOR TO DATE OF FUNCTION

Submit to Town/City Clerk for recommendation.

Town/City Clerk will email, fax or mail to Vermont Liquor Control Board, 13 Green Mountain Drive, Montpelier, VT 05602 email address: { HYPERLINK "mailto:DLC-Licensing@state.vt.us" } Fax number is 802-828-1031

LIQUOR CONTROL BOARD'S PROCEDURAL REQUIREMENTS FOR CATERER'S PERMIT HOLDERS:

1. All liquor control laws and regulations that apply to 1st and 3rd class licenses also apply to caterer's permits.
2. Before a catered event is approved in any open area, the following requirements must be fulfilled:
 - a) A defined area, for serving and consumption of alcohol beverages, designated with physical barriers.
 - b) Separate toilet and lavatory facilities available for both men and women.

(OUTDOOR CONSUMPTION)

Request to Cater Malt and

Vinous Beverages &

Spirituuous Liquors

Caterer's Permit Number 6910-001-catr-01

APPROVED

DISAPPROVED

Date: _____

Reason: _____

(for department use only)

To: Board of Selectmen/Alderman at catered location and Vermont Liquor Control Board.

From: Licensee name: Hyzer Industries Inc.

d/b/a: Three Penny Taproom

Street: 108 Main St.

Town/City: Montpelier

Contact name and phone number: Scott Kerner (802) 272-8827

Email or Fax # scott@threepennytaproom.com

BE SURE TO READ INSTRUCTIONS BELOW, BEFORE COMPLETING APPLICATION.

(Each catered affair must have a recommendation from the local Board of Selectman or Alderman acting in their capacity as local control commissioners and must have the approval of the State Liquor Control Board.)

Please answer the following questions:

1. Describe type of party to be catered: 3rd Year Anniversary Celebration

2. Location of catered party (street, town or city; if no address, describe location): _____
Onion River Sports Parking Lot and Langdon Street

3. Date of catered party (not more than five days, unless specifically authorized: 05/05/12

4. Hours of operation: Beginning 3pm hrs. Ending 10pm hrs. No. of Persons 250

Signed: [Signature] Date: 3/22/12
(caterer)

We recommend: approval disapproved

If you recommend disapproval, please state reason(s): _____

Town/City Clerk's signature
Of CATERED location.

Town/City
Fax Number or email address: _____

Date

SUBMIT AT LEAST 5 DAYS PRIOR TO DATE OF FUNCTION

Submit to Town/City Clerk for recommendation.

Town/City Clerk will email, fax or mail to Vermont Liquor Control Board, 13 Green Mountain Drive, Montpelier, VT 05602 email address: { [HYPERLINK "mailto:DLC-Licensing@state.vt.us"](mailto:DLC-Licensing@state.vt.us) } Fax number is 802-828-1031

LIQUOR CONTROL BOARD'S PROCEDURAL REQUIREMENTS FOR CATERER'S PERMIT HOLDERS:

1. All liquor control laws and regulations that apply to 1st and 3rd class licenses also apply to caterer's permits.
2. Before a catered event is approved in any open area, the following requirements must be fulfilled:
 - a) A defined area, for serving and consumption of alcohol beverages, designated with physical barriers.
 - b) Separate toilet and lavatory facilities available for both men and women.

THREE PENNY TAVERN
SCOTT KERNER
(802) 272-8827

340 ANNIVERSARY PARTY

3pm - 10pm

5/5/12

250 ppl.

McGILLICUDDY'S

Older
Punks
Spots

LANGDON ST.

EXIT

BAND

HARZENS PL

SUR-CIN

RU VERIDEU

ENTRY/EXIT

RUEH SPIELER

Request to Cater Malt and

Vinous Beverages &

Spirituuous Liquors

Caterer's Permit Number 6316-001-Catr-01

APPROVED

DISAPPROVED

Date: _____

Reason: _____

(for department use only)

To: Board of Selectmen/Alderman at catered location and Vermont Liquor Control Board.

From: Licensee name: The Skinny Pancake, Inc.

d/b/a: The Skinny Pancake

Street: 60 Lake St. Town/City: Burlington

Contact name and phone number: Kelly Coons (802) 999-3873

Email or Fax # kelly@skinypancake.com

BE SURE TO READ INSTRUCTIONS BELOW, BEFORE COMPLETING APPLICATION.

(Each catered affair must have a recommendation from the local Board of Selectman or Alderman acting in their capacity as local control commissioners and must have the approval of the State Liquor Control Board.)

Please answer the following questions:

1. Describe type of party to be catered: Green Drinks

Type of alcohol: beer + wine

2. Location of catered party (street, town or city; if no address, describe location): City

Center - 89 Main St. Montpelier, VT 05601

3. Date of catered party (not more than five days, unless specifically authorized): _____

4. Hours of operation: Beginning 6pm hrs. Ending 8pm hrs. No. of Persons 75

Signed: Kelly Coons Date: 12/11/11

(caterer)

We recommend: approval ☐ disapproved ☐

If you recommend disapproval, please state reason(s): _____

Town/City Clerk's signature
Of CATERED location.

Town/City
Fax Number or email address: _____

Date

SUBMIT AT LEAST 5 DAYS PRIOR TO DATE OF FUNCTION

Submit to Town/City Clerk for recommendation.

Town/City Clerk will email, fax or mail to Vermont Liquor Control Board, 13 Green Mountain Drive, Montpelier, VT 05602 email address: { [HYPERLINK "mailto:DLC-Licensing@state.vt.us"](mailto:DLC-Licensing@state.vt.us) } Fax number is 802-828-1031

LIQUOR CONTROL BOARD'S PROCEDURAL REQUIREMENTS FOR CATERER'S PERMIT HOLDERS:

1. All liquor control laws and regulations that apply to 1st and 3rd class licenses also apply to caterer's permits.
2. Before a catered event is approved in any open area, the following requirements must be fulfilled:
 - a) A defined area, for serving and consumption of alcohol beverages, designated with physical barriers.
 - b) Separate toilet and lavatory facilities available for both men and women.



Office of the City Manager
City Hall - 39 Main Street, Montpelier, VT 05602
Telephone: (802) 223-9502
Fax: (802) 223-9519
E-Mail: wfraser@montpelier-vt.org

March 16, 2012

The Times-Argus
Att: Classifieds

Please insert the following with City of Montpelier notices on: Thursday, March 22nd

CITY OF MONTPELIER

Design Review Committee Vacancy

The Montpelier City Council is seeking citizens interested in filling a vacancy on the City's Design Review Committee; this 3-year term will expire in April, 2015. Letters of interest and/or resumes should be submitted to the Office of the City Manager, City Hall – 39 Main Street, Montpelier (or by e-mailing spitonyak@montpelier-vt.org) by noon on Thursday, April 5th. The City Council will make this appointment at their April 11th meeting; applicants are encouraged to attend. All meeting rooms and facilities in City Hall are handicapped accessible. Further information may also be obtained by contacting the Planning and Development Office at 223-9506.

William J. Fraser
City Manager

Sandy Pitonyak

From: Jay White [jayrcwa@vermontel.net]
Sent: Friday, March 16, 2012 10:48 AM
To: Sandy Pitonyak
Subject: Re: Design Review

Sandy,

I would like to reapply. It is a simple way for me to help Montpelier out without cost to Montpelier.

Jay

----- Original Message -----

From: Sandy Pitonyak
To: jayrcwa@vermontel.net
Cc: [Clancy DeSmet](#) ; [Steve Everett](#) ; [James Duggan](#)
Sent: Friday, March 16, 2012 9:40 AM
Subject: Design Review

Hi Jay ... just noticing that your term expires on April 8th. I will advertise but probably won't be able to put this on the Council's agenda for reappointment/appointment until April 11th. Please let me know if you wish to reapply.

Sandy Pitonyak

Administrative Assistant to the City Manager
City Hall - 39 Main Street
Montpelier, VT 05602
Telephone: (802) 223-9502
FAX: (802) 223-9519
spitonyak@montpelier-vt.org

No virus found in this message.

Checked by AVG - www.avg.com

Version: 2012.0.1913 / Virus Database: 2114/4873 - Release Date: 03/15/12



City of Montpelier, Vermont
"The Smallest Capital City in the United States"

Mayor John Hollar

City Council:

Tom Golonka, President
Angela Timponc, Vice President
Andy Hooper, Parliamentarian
Sarah Jarvis
Alan H. Weiss
Thierry Guerlain

William J. Fraser
City Manager
wfraser@montpelier-vt.org

Beverlee Pembroke Hill,
Assistant City Manager
bhill@montpelier-vt.org

March 19, 2012

The Times-Argus

Please insert the following ad with other Montpelier notices on Thursday, March 22, 2012:

**MONTPELIER
ENERGY COMMITTEE**

The Montpelier City Council is seeking applicants interested in serving on the Montpelier Energy Committee; there are currently two vacancies. The Energy Committee meets once a month to review progress on energy projects, develop new initiatives, and provide recommendations to the City Council on city energy issues. The meetings currently are scheduled for the second Tuesday of the month at 7:00 P.M. Letters of interest should be submitted to the Office of the City Manager, City Hall - 39 Main Street, Montpelier, Vermont 05602 on or by Thursday, April 5th. The City Council would like to make these appointments at their April 11th meeting; applicants are encouraged to attend. All meeting rooms and facilities are handicapped accessible.

William J. Fraser
City Manager

From: **Daniel Costin** <danielpatrickcostin@yahoo.com>

Date: Thu, Mar 15, 2012 at 11:13 PM

Subject:

To: Gwendolyn - gmail <gwenhs@gmail.com>

Gwen,

Attached is my resume. By profession I am an engineer. For the past 11 years I have been designing wind turbines and kinetic hydro turbines. I have also worked in various capacities on town energy committees and related organizations since about 2002. I worked with the Sustainable Energy Resource Group in Thetford, and worked on a petition drive related to renewable energy legislation in 2003. I was also a member of Renewable Energy Vermont at that time. I moved to Montpelier in 2005. I was very busy at work during the period 2005 to 2010, which limited my availability to serve in outside organizations. My current position requires less travel, and allows me to serve on the Montpelier Energy Advisory Committee. I also serve on the steering committee and energy committee of Transition Montpelier. Transition Montpelier's energy committee is formally called the Energy Descent Action Plan committee. The assumption of the group is that fossil fuels availability will be reduced in the coming years and that actions are needed to reduce reliance on these fuels to maintain a resilient and vibrant society.

My objective on Energy Advisory Committee is to work toward cultural and technological changes that reduce municipal energy use and pollution including greenhouse gas emissions. I will work to ensure that these changes save money for the taxpayers of Montpelier and preserve our community spirit.

Please feel free to forward my resume and this email to the city council for their consideration.

Dan Costin
802-598-7992

Dan Costin

Lead Mechanical Engineer at Northern Power Systems

dcostin@verdantpower.com

Summary

Licensed Mechanical Engineer with broad experience in Mechanical Design, Project and Functional Management. Proven record of product creation.

Specialties

Research & Development, Technical Management, Project Management, Patents, Design Control, Aerodynamic Structural Design, Generator Mechanical Design, Wind Turbines, Marine Current Turbines, Mechanical Transmissions, Rotating Machinery, Dynamic Simulation, Finite Element Analysis

Experience

Lead Mechanical Engineer at Northern Power Systems

August 2011 - Present (8 months)

Chief Engineer at Verdant Power

November 2008 - August 2011 (2 years 10 months)

Responsible for engineering and development of kinetic hydro turbine designs.

1 recommendation available upon request

Mechanical Engineer at Northern Power Systems

November 2002 - November 2008 (6 years 1 month)

Responsible for design of wind turbine blades, ductile iron castings, towers, and other structural components.

Responsible for design of direct-drive generator mechanical components. Performs finite element stress analysis, modal analysis, thermal analysis, and simulations required to demonstrate product performance.

Principle investigator for Marine Turbine research project.

2 recommendations available upon request

Mechanical Engineer at Atlantic Orient Corporation

May 2001 - August 2002 (1 year 4 months)

Principal Investigator for 10 kW Wind Turbine Project. Performed analysis for certification of a 50 kW turbine. Designed and improved components for the 50 kW Turbine. Managed critical suppliers of structural and gearbox components.

Manager, Advanced Mechanical Technology at Borg Warner Automotive

November 1993 - June 2000 (6 years 8 months)

Managed research and development of mechanical systems for automatic transmissions. Invented high-speed pawl one-way clutch.

Engineer at General Dynamics

1986 - 1991 (5 years)

Education

The University of Texas at Arlington

Ph.D., Applied Mechanics, 1988 - 1991

University of Illinois at Urbana-Champaign

MS TAM, Applied Mechanics, 1985 - 1987

University of Illinois at Urbana-Champaign

BS, Mechanical Engineering, 1980 - 1984

Activities and Societies: Tau Beta Pi Engineering Honor Society

Morning Drive Newscaster for Commercial Radio Station

Honors and Awards

Knight of St. Patrick, Engineering & Service Award, University of Illinois

19 Patents Awarded

Interests

Sailing, Ultimate Frisbee, Gardening, Hockey

Dan Costin

Lead Mechanical Engineer at Northern Power Systems

dcostin@verdantpower.com



3 people have recommended Dan

"I have worked with Dan on several Engineering projects and have found him to be one of the most thorough and professional Engineers that I have had the opportunity to work with. I am confident that Dan is and would be an asset to any team."

— **Matthew Hayduk**, *Mechanical Engineer - Owner, ADEPT, Inc.*, was with another company when working with Dan at Verdant Power

"Dan is a very capable and thorough engineer. One of the very best I've worked with. I recommend him with great enthusiasm!!!"

— **Mark Preston**, *VP Engineering, Distributed Energy Systems*, managed Dan at Northern Power Systems

"I am not a technologist, but the best around think very highly of Dan's work. Dan is a strong team leader and an organization-wide community builder. This, combined with his ability to incorporate human, cultural, business, as well as technical dimensions into his problem solving and decision making make him a strong project and program manager and a uniquely valuable resource for any enterprise."

— **Dick Park**, *Vice President, Human Resources, Distributed Energy Systems*, managed Dan indirectly at Distributed Energy Systems

Contact Dan on LinkedIn

From: Becky Wigg <RWIGG@vermontlaw.edu>
Date: March 14, 2012 3:10:34 PM EDT
To: Dan Jones <dan@siteprod.com>
Cc: "beckywigg@gmail.com" <beckywigg@gmail.com>
Subject: RE: Energy Committee

Hi Dan,

It was great to meet you yesterday! Thanks for inviting me to join the Energy Committee. I've attached my resume which provides my professional background. I should have given you my personal email (beckywigg@gmail.com) for this purpose. Could you use that one in the future?

I am interested in joining the Montpelier Energy Committee because I believe lasting change happens at the local level, when neighbors engage neighbors. I would like to contribute my professional knowledge and personal passion for sustainable energy development to my community in order to advance Montpelier's energy future. I am a committed, responsible citizen and eager to get more involved in Montpelier's Energy Committee.

Let me know if you need anything else.

Becky

REBECCA WIGG

65 River Street, #10 / Montpelier VT 05602 / (630) 200-5285 / bekywigg@gmail.com

PROFESSIONAL EXPERIENCE

Institute for Energy and the Environment, Vermont Law School; South Royalton, VT; Smart Grid Fellow, August 2011 to Present

- Researching policy and regulatory challenges posed by smart grid technology and identifying best practices; managing and guiding student research team; writing and editing case studies, issue papers; representing IEE at industry events.
- Developing curriculum, marketing materials, and planning professional development course for senior utility executives.
- Working with interdisciplinary research teams to design energy efficiency workforce training program, identify barriers and solutions to financing residential energy efficiency retrofits in Vermont.

United States Peace Corps, El Kebab, Morocco; Environmental Education Volunteer, March 2008 to May 2010

- Successfully established positive relationships with community leaders and local development associations.
- Led team of 4 volunteers to plan 2-day environmental education workshop for 25 elementary school teachers; developed project plan, secured grant funding, and partnered with local NGO's and government ministries; coordinated with participants to plan Earth Day activities that reached more than 500 students.
- Developed lesson plans and taught English, environmental awareness, health, and HIV/AIDS prevention to women and students.
- Elected to and chaired Gender and Development Committee, organized tri-annual meetings, created new resources for volunteers, liaised between staff and volunteers, and trained new volunteers on gender-related issues.

Midwest Energy Efficiency Alliance, Chicago, IL; Policy Manager, July 2005 to February 2008; Policy Associate, July 2004 to July 2005; Office Associate, November 2003 to July 2004; Policy Intern, March to November 2003

- Managed regional policy initiative to increase commitment to and investment in energy efficiency policies and programs in eight Midwest states, resulting in significant policy advancements in the region.
- Established and coordinated diverse coalitions; analyzed proposed clean energy policies and developed policy papers, comment letters, written and verbal testimony.
- Managed communication strategy including website, quarterly newsletter, media alerts and print materials.
- Organized annual conference and awards ceremony for 275 attendees; led a 5-person staff team to establish agenda and marketing materials, managed logistics and ensured participant satisfaction.
- Developed effective relationships with the Board of Directors, managed and supported key Board committee.
- Wrote and secured grant and private funding for policy programs and events.
- Organized energy efficiency awareness days and technical training sessions; secured sponsors and exhibitors.
- Hired and managed interns, policy associate, and consultants.

PUBLICATIONS

- *CVPS SmartPower: A Smart Grid Collaboration in Vermont*, with Colin Hagan and Kevin Jones, The Institute for Energy and the Environment, February 2012.
- *Financing Residential Energy Efficiency in Vermont*, with Colin Hagan and Marianne Tyrrell, The Institute for Energy and the Environment, August 2011.
- *Natural Gas Prices: A New Rally-Cry for Energy Efficiency*, with Alecia Ward, American Council for an Energy-Efficient Economy's Summer Study on Energy Efficiency in Buildings, Pacific Grove, CA, August 2006.

EDUCATION

Vermont Law School, South Royalton, VT

Master of Environmental Law and Policy, *magna cum laude*, August 2011

- Energy Law Certificate, Merit Scholar, Dean's List
- Research Associate, Institute for Energy and the Environment, September 2010 to August 2011

The Ohio State University, Columbus, OH

Bachelor of Science in Natural Resources, *cum laude*, December 2002

- Minor in Environmental Economics, Deans List
- Member of Honors College, designed and built a small scale "living machine" used to treat dairy-farm wash water

ACTIVITIES

- Rotary Club of Central Vermont, Member.
- Completed Chicago Marathon (2006, 2007), Columbus Marathon (2007), raising \$4,000 for the AIDS Foundation of Chicago.
- Frank Lloyd Wright Preservation Trust; Museum Docent, March 2003 to February 2008; House Captain, January to May 2007.
- Girl Scout Gold Award, 1998.

Alison Hollingsworth
14 Liberty Street
Montpelier, Vermont 05602
donovan.alison@gmail.com
802-229-6174

March 26, 2012
William J. Fraser, City Manager
Montpelier City Hall
39 Main Street,
Montpelier, Vermont 05602

Dear Bill,

Please accept this as my letter of interest to serve on the Montpelier Energy Committee. I have been looking for a way to get involved in the community and this seems like a perfect fit.

For the past 10 years I have worked in many aspects of the energy sector including energy efficiency program implementation, long range planning, building energy analysis and program evaluation for both residential and commercial efficiency programs across many states and client types. Before working in energy efficiency, I focused on clean vehicle technology in Vermont and Massachusetts. I am a technical person that is detail oriented and naturally curious. I like to understand all aspects of a situation before making a recommendation and I enjoy leading and working on teams to analyze complicated data in order to reach consensus and provide a recommendation.

Please let me know if there is additional information that you need for my application and thanks for your consideration.

Sincerely,

Alison Hollingsworth

ALISON HOLLINGSWORTH
14 Liberty Street
Montpelier, Vermont 05602
donovan.alison@gmail.com
802-229-6174

PROFESSIONAL EXPERIENCE

Consultant, Vermont Energy Investment Corporation (VEIC), Burlington, Vermont 2008-Present
Provide technical analysis, evaluation and implementation support for energy efficiency programs administered by utility and governmental entities for residential, institutional and multifamily building markets. Projects include:

- *New Jersey ENERGY STAR Homes Program:* Provide program planning, budgeting and technical support for residential new construction program. Specific initiatives include technical assistance on Climate Choice Homes, transition to ENERGY STAR Version 3.0 and adoption of ENERGY STAR multifamily high rise program.
- *Efficiency Vermont:* Led 20 year energy efficiency potential study analysis under constrained and unconstrained budget scenarios for residential sector including market characterizations, program screening, measure and budget development.
- *Danville VA:* Dept. of Energy Weatherization Innovation Pilot Program grant application and program implementation. Designed targeted retrofit program for Low Income rental properties for City of Danville.
- *Massachusetts Dept. of Energy Resources:* Using typical housing types and REM/Rate software, quantified energy savings from proposed residential code language to support regulatory adoption.
- *The Groton School:* Campus-wide evaluation for energy efficiency opportunities. Identified and prioritized efficiency projects suitable for implementation. Wrote RFPs and assisted Groton in choosing a contractor to install efficiency upgrades.
- *Efficiency Long Island:* Provided program planning, implementation, budgeting and technical support for residential new construction program. Specific initiatives include transition to ENERGY STAR Version 3.0 and ENERGY STAR multifamily high rise support.
- *Indiana Municipal Power Agency:* Developed an implementation strategy for energy efficiency service delivery in IMPA territory which interfaced and increased savings over state mandated programs. Analyzed program cost benefit ratios and net benefits.

Project Manager, Efficiency Vermont, Burlington, Vermont 2002–2008
Developed and managed energy efficiency projects in new construction and existing buildings for business and multifamily sector.

- Worked with clients, architects, engineers, vendors and other trade allies to manage projects through to completion, promoting the installation of cost-effective efficiency improvements that meet customer needs.
- Provided technical analysis and support through building modeling, engineering calculations and cash flow analysis.
- Participated on market teams to increase integration of energy efficiency by Vermont businesses, engineers and vendors.
- Participated in program development and organizational efficiency efforts.

Municipal Energy Specialist, Efficiency Vermont, Burlington, Vermont 2006
Launched municipal energy program. Performed and documented technical building energy evaluations to assist Vermont municipalities save energy and money.

- Researched market sector to understand the financial and technical resources available to municipalities and identified the gaps in those resources.

- Conducted targeted outreach and presentations to municipal players in order to build relationships and impart the value of energy conservation and efficiency.
- Developed and maintained database which track energy use index for municipal buildings.

Environmental Analyst, Vermont Department of Environmental Conservation, Waterbury, Vermont
2000-2002

Managed Low Emission Vehicle (LEV) Program including evaluation of manufacturer compliance, acting as a liaison to industry and participation in regional and local workgroups discussing vehicle pollution.

- Wrote regulation governing new vehicle emission standards and requirements for hybrid and electric vehicles and managed regulatory promulgation process.
- Analyzed effect of regulations on Vermont industry, air quality and citizens. Designed protocol to evaluate automobile manufacturer and dealership compliance with LEV regulations.
- Developed and managed databases for tracking recalls, vehicle sales and program compliance.

Environmental Analyst, Massachusetts Department of Environmental Protection, Boston, Massachusetts
1997-2000

Implemented Low Emission Vehicle (LEV) Program. Performed similar tasks as in Vermont.

Intern, Massachusetts Department of Environmental Protection, Boston, Massachusetts 1996-1997
Critiqued consultant produced initial and comprehensive site assessment reports pursuant to the closure and capping of solid waste facilities. Managed and developed databases.

Agricultural Extension Agent, United States Peace Corps, Mali, West Africa 1994-1996
Independently organized agricultural self-help projects while speaking native languages. Obtained and managed USAID grant funds. Supervised all aspects of construction and distribution of funds to build animal husbandry structures. Established community gardens.

EDUCATION

University of Vermont: MS Mechanical Engineering, coursework 2000-2002

Northeastern University: BS Mechanical Engineering, coursework 1997-1999

University of Massachusetts at Amherst: BS Environmental Science, 1993

CERTIFICATIONS AND PROFESSIONAL AFFILIATIONS

Certified Energy Manager (CEM) - 2006

Leadership in Energy and Environmental Design (LEED) Accredited Professional (AP) - 2005

ASHRAE - 2002

VOLUNTEER POSITIONS

Treasurer, Hunger Mountain Children's Center, Waterbury Vermont

2005-2011



Mr. Fraser;

I would like to apply for one of the empty seat on the Montpelier Energy Committee.

I live in Montpelier and I am retired. I worked on the supply side of electrical energy for 45 years as a supervisor in power plants.

I have a first class stationary engineers license in the Commonwealth of Massachusetts.

My last 15 years of employment I worked for an incorporated group of cities and towns called MMWEC (Mass. Municipal Wholesale Electric Co.) as a Shift Supervisor in a 500 MW power plant in Ludlow Massachusetts. During this time I attended classes at ISO New England to learn the bases of buying and selling electricity. I also worked on a per diem basis as a plant supervisor at the University of Massachusetts in Amherst that had a small generation capacity and supplied heat to students and staff at the rate of 450,000 lbs/hr and I was able to use my knowledge of heat distribution systems during the winter months.

I have to admit that I do not know the total width and depth of the Committee's responsibility and that if my experience is not compatible with your needs, I would be willing to consult on the district heating system now underway gratis as a citizen.

Sincerely

Clyde (Chuck) C. Rogers

19 Loomis St. Apt. 1

Montpelier, Vt

802-498-8944

chuckrogers@me.com

Carrie McLaughlin
159 Berlin St
Montpelier, VT 05602
April 5, 2012

Office of the City Manager
City Hall
39 Main Street
Montpelier, VT 05602

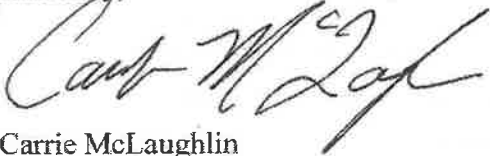
Hello,

As a resident of Montpelier, and a citizen interested both conservation and responsible growth, I am very interested in what my city is doing on both fronts. I moved back to Montpelier about a year ago when the District Heat project was heating up. I was very interested in this project specifically. While discussing these interests with a former colleague of mine (who is a current member), he recommended I attend the meetings as an observer. I have attended most meetings since November.

My experience with the committee so far has demonstrated to me that they are looking for ways to incorporate more localized renewable energy into the city's grid. There are opportunities to do so on a city-wide level by installing different renewable generation assets to feed into the grid. However, there are also so many ways to increase efficiency and save energy and money on an individual level as well. I believe the committee understands the value of both and is looking for the best ways to balance these efforts.

I have significant experience as an engineer in the renewable energy field. My project experience varies from 1.0 - 1.5 MW combined heat and power systems to community wind to small rural solar installations. I started this work as an electrical and controls engineer which gave me a great technical foundation. For the past five years or so, I primarily worked in project development and project management. My experience has brought me all over the world trying to help develop small communities find local energy solutions. Most of my experience is in electrification. However, my experiences have taught me that solutions must encompass more than just generation. As a result, I am much better equipped to contribute to local solutions for a sustainable future.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Carrie McLaughlin', written in dark ink.

Carrie McLaughlin

CARRIE MCLAUGHLIN

159 Berlin St, Montpelier, VT 05602 • carriemac@gmail.com • 415-710-6566

OBJECTIVE

To utilize my development experience and problem solving skills to innovate appropriate solutions for local and global energy problems.

EXPERIENCE

Draker Laboratories

Project Manager

January 2012 – Present Burlington, VT

- Managed the design and installation of remote monitoring systems for Utility scale solar projects.
- Put into practice a new engineering design and project management process.
- Worked with developers, utilities, and end users to find solutions for different communication and networking needs.

Nordic Windpower

Application Engineer/ Product Manager

February 2010 – September 2011 Berkeley, CA/Montpelier, VT

- Managed the network design and implementation of a Supervisory Control and Data Acquisition (SCADA) system for small wind turbine projects in the US and Uruguay.
- Implemented an agile product development process to develop Nordic Windpower's customer interface to the SCADA system.
- Worked with developers, utilities, and end users to find solutions for different community wind project applications.
- Organized Nordic Windpower's wind resource analysis and site suitability efforts.
- Led Nordic's Reliability Team, consisting of representatives from the engineering and service departments, in achieving above 95% availability for the turbine fleet.
- Wrote supporting technical documentation for sales and marketing team.

disigno Tanzania

Director of Technology

July 2009 – December 2009 Dar es Salaam, Tanzania

- Led a World Bank funded Lighting Africa project that encouraged rural Tanzanian's to find an affordable, sustainable solution to kerosene lighting in their homes.
- Hired and managed a team of local employees to develop lighting product
- Supported local entrepreneurs in developing business plans for battery powered light rental stations.
- Developed partnerships with NGO and Government agencies, including Village Enterprise Fund and Opportunity Education, to develop distributed generation and micro-enterprise projects.
- Determined appropriate renewable energy technology for small scale rural projects.
- Conducted cost benefit analysis for sourcing local vs. importing material
- Drafted successful proposal for rural solar development project with the Tanzania Ministry of Energy resulting pilot project developing solar charging stations for three schools in the Kigoma region.

Engineers Without Borders

Volunteer/Project Lead

November 2007 – Present San Francisco, CA/Bayonnais, Haiti

- Designed a small PV/Diesel hybrid power system for a health clinic in the remote mountains of Haiti.

- Traveled to Bayonnais, Haiti to upgrade an existing PV/Diesel system providing power to a small rural community school.
- Managed the electrical system team in the design of a small micro-hydro study.
- Acted as liaison to the Haitian community and partner NGO.
- Wrote grant proposals for funding for the health clinic project.

Northern Power Systems

Application Engineer/ Project Manager

January 2008 – July 2009 San Francisco, CA

- Partnered with contractors, utilities, and native communities in rural Alaska to provide appropriate wind/diesel solutions for off grid villages
- Wrote specifications for installing Northern Power's NW100 in a wind-diesel system.
- Worked with the Alaska Village Electrical Coop and the Alaska Energy Authority to help develop and promote the wind program throughout the state.
- Presented studies on wind-diesel projects at conferences in Alaska and Ottawa.
- Led commissioning teams in the field for multiple distributed generation system projects in commercial applications.
- Interfaced with utilities such as SCE, SDG&E and PG&E to obtain interconnect permitting for commercial power systems.
- Organized air quality permitting for cogeneration projects in Southern California.
- Managed project budgets ranging up to \$3 million.
- Developed and maintained strong business relationships with high profile clients such as Honeywell, United States Postal Service (USPS), and Cushman and Wakefield.

Northern Power Systems

Software and Controls Engineer

January 2003 – April 2007 Barre, VT

- Responsible for design, test and commissioning of instrumentation, controls and SCADA software and hardware in distributed generation systems in commercial applications.
- Designed controls communication and SCADA networks for multiple cogeneration, wind and solar systems.
- Commissioned three 1-1.5 MW cogeneration systems
- Provided sales support and detailed cost estimates for power system control and monitoring solutions.
- Worked within the department to develop standards and processes related to controls documentation and project implementation.

IBM

Microelectronics Design Engineer

2001-2002 Essex Junction, VT

- Developed complex simulation environment in Verilog for verification of a Digital Signal Processor (DSP) design.
- Coordinated test plan development efforts for the verification of a DSP core.

EDUCATION

Rensselaer Polytechnic Institute Troy, NY
Bachelor of Science, Electrical Engineering 2001



City of Montpelier, Vermont
"The Smallest Capital City in the United States"

Mayor John Hollar

City Council:

Tom Golonka, President
Angela Timpone, Vice President
Andy Hooper, Parliamentarian
Sarah Jarvis
Alan H. Weiss
Thierry Guerlain

William J. Fraser
City Manager
wfraser@montpelier-vt.org

Beverlee Pembroke Hill,
Assistant City Manager
bhill@montpelier-vt.org

March 16, 2012

The Times-Argus
Att: Classifieds

Please insert the following with City of Montpelier notices on Thursday, March 22nd.

CITY OF MONTPELIER
Tree Board Vacancy

The Montpelier City Council is seeking individuals interested in filling a full-time position on the City's Tree Board. Said term is a 3-year term which will expire in April, 2015. Letters of interest and/or resumes should be submitted to the Office of the City Manager, City Hall - 39 Main Street, Montpelier, on or by noon on Thursday, April 5th. They can be mailed or sent electronically to spitonyak@montpelier-vt.org. The City Council will make this appointment at their Wednesday, April 11th City Council Meeting; applicants are encouraged to attend. All meeting rooms and facilities in City Hall are accessible to disabled persons. Further information may also be obtained by contacting Commission Co-chair Wendy Blakeman (229-0185).

William J. Fraser
City Manager

Jean Jolley
6 Parkside Drive
Montpelier, VT 05602
802-223-7984

February 2, 2012

Ms. Gwendolyn Hallsmith
Planning Office
City Hall Main Street
Montpelier, Vermont 05601

Dear Gwen:

It is with regret that I submit my resignation to the Montpelier Tree Board effective April 2012.

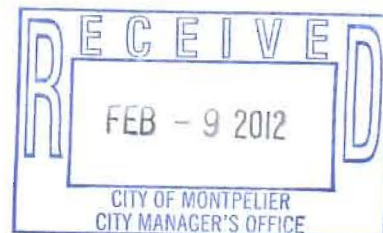
While I feel that CAN and my participation have made significant contribution to our city, my personal time and commitments do not allow me to give the level of time and effort required of its members.

Sincerely,



Jean Jolley

Cc: Bill Fraser ✓
City Manager



ABBY COLIHAN
16 Fuller St.
Montpelier, VT 05602
802-223-2648
loon@sover.net

To Whom It May Concern:

I am interested in re-applying to be on the Montpelier Tree Board. Trees are an important resource for our community, contributing to its beauty and helping to lessen the effects of global warming.

I have enjoyed the opportunity to benefit Montpelier, the best state capital in the nation.

Sincerely,

Abby Colihan

Sandy Pitonyak

From: JAMES SHARP [heaviersyrup@gmail.com]
Sent: Tuesday, March 27, 2012 10:07 AM
To: Sandy Pitonyak
Subject: Re: Montpelier/Berlin Bike Path Committee

Hello to the members of the Montpelier City Council. My name is James Sharp and I am interested in becoming a voting member of the Montpelier/Berlin Regional Bike Path Committee. I understand from Beverlee Hill that it may begin its work again soon.

I served on this committee previously years ago but stepped off when I left the state for five months. I have been in Montpelier for the rest of the last 14 years, and have followed the progress (and lack thereof) of the bike path project closely with interest. I still have a 2006 map of all of the eventual bicycle path sections, printed from the Times Argus, on my wall.

I have worked as office manager at Vermont Natural Resources Council for the last four years. VNRC's interest in sustainable communities, and in particular the recently passed complete streets legislation, is very closely related to the bike path project and my experience here and familiarity with in-office experts on the legislation may help my work on the committee. In addition, I am a daily user of the bike path year round, and I have a deep commitment to living and working in town without need for a car and therefore a related deep commitment to seeing the bicycle path expanded and well maintained. I hope I can assist with getting the community excited about the project, and in any other way that could move this project forward. I understand that there are several complicating factors and I am looking forward to getting my hands dirty doing whatever I can do to help meet the existing challenges.

I look forward to meeting you all in the event that I am designated for the committee.

James Sharp

8 Blackwell Street

Montpelier, VT 05602

802-223-1271 (H); 802-223-2328 X110 (work)

CONNOR BROTHERS STONECUTTERS, LLC

1100 U.S. Route 2

Berlin, VT 05602

Phone (802) 223-3843, Fax (802) 223-3888

fred@connorcontractinginc.com

March 29, 2012

Mr. William J. Fraser
City Manager
City of Montpelier
39 Main Street
Montpelier, VT 05602

Subject: Tax Stabilization Agreement
575 Stone Cutters Way, Montpelier, Vermont

Dear Bill, Mayor John Hollar, and City Council Members:

My brothers and I are pleased to report that we have entered into a Lease Agreement with the Vermont State Colleges (VSC) for approximately 70% of the subject building. This space will be the new home of the thirty employee Office of the Chancellor, previously based in Waterbury, Vermont. The base lease term is ten years.

As provided for in the subject agreement, we respectfully request the issuance of a contract amendment for Level Four benefits, (a reduction in property value of one-half (1/2) for ten (10) years), with the contract to be deferred for one year, beginning July 1, 2013 and continuing through June 30, 2023.

Thank you for your continued support.

Sincerely,



Fred J. Connor III

Member

Connor Brothers Stonecutters, LLC

Cc: Thomas A. Robbins
Vice President and Chief Financial Officer
Vermont State Colleges

Stephen W. Connor
Michael V. Connor
John P. Connor



CITY OF MONTPELIER, VERMONT

- THE SMALLEST CAPITAL CITY IN THE UNITED STATES -

Mayor Mary S. Hooper

City Council:

Tom Golonka
Andy Hooper
Sarah Jarvis
Nancy Sherman
Angela Timpone
Alan Weiss

William Fraser,
City Manager
wfraser@montpelier-vt.org

Beverlee Pembroke Hill
Assistant City Manager
bhill@montpelier-vt.org

FINDINGS OF FACT and DECISION Tax Stabilization Application of Connor Brothers Stonecutters, LLC Approved by Montpelier City Council September 28, 2011

Application: Connor Brothers Stonecutters, LLC is proposing to construct a new 20,228 square foot office building and 63 parking spaces at 575 Stone Cutters Way. As part of this project, the blighted "Salt Shed" building is being removed and this brownfield site is being remediated. The project design includes construction of a sidewalk and 10 parking spaces within the Stone Cutters Way right-of-way. The sidewalk will facilitate pedestrian access to and from the subject property, the Hunger Mountain Coop, Turntable Park, the bike path, and the core downtown. The applicant has requested tax stabilization in the amount of 50% of municipal (non-school) taxation for a period of ten years.

The following recommended findings and decision are based upon information provided by the applicant and verified by the city to the extent possible. In the event that factual information changes, an award or contract should be reviewed accordingly. This recommendation is also based upon comments from the first public hearing.

Value of the Potential Award: Using the property values listed in the application and the current municipal tax rate, a 50% award is equivalent to \$3,756 per year, a 33% award is equivalent to \$2,504 per year.

Analysis: The City's 2003 tax stabilization establishes four levels of benefits with accompanying qualifying criteria. An application must meet one level fully before being considered for the next level. Regardless of compliance with criteria, the granting of any tax stabilization contract is at the sole discretion of the city council.

Criteria for Level One: To be considered for Level One Benefits of tax stabilization, the project must meet ALL of the following criteria:

- a. At the beginning of the contract term the real property additions and/or renovations will
 - i) be assessed at \$250,000 or more; or
 - ii) be assessed at \$50,000 or more for businesses with 25 or fewer full-time employees or with \$2 million or less in annual gross sales.

Finding. The project meets this criteria. The current assessment of the subject property is \$220,100. The project budget is \$809,120.00. The estimated total assessed value would be \$1,030,120 and the stabilized value would be \$624,660.

- b. The development is consistent with the City of Montpelier Master Plan in effect at the time the application is made and that the project has received Development Review Board approval (if required) and all other necessary permits not including the building permit.

Finding: The project is consistent with the Master Plan. It is located within the Riverfront Zone and has received zoning approval. It is the final development within the Stone Cutters Way area.

- c. No part of the completed project, which shall include the entire value of the real property and any improvements thereon, will be exempt from City taxes during the term of the contract and thereafter for a period equal to the contract term, other than property value discount granted under the tax stabilization contract

Finding: This project will be privately owned and is not subject to tax exemption.

- d. The real property additions and/or renovations to receive tax stabilization must include commercial and/or residential sprinklers approved by the Montpelier Fire Chief and the Vermont Department of Labor and Industry (if applicable).

Finding: The building will be fully sprinklered in accordance with city and state codes for commercial buildings.

- e. The project will not result in a net decrease in the number of residential units within the designated downtown. However, this standard may be waived by the City Council if the Council makes an affirmative finding that the project results in exceptional public benefits which outweigh the public need for the housing units being removed or the Council affirmatively finds that the applicant has provided for comparable housing units elsewhere within the city

Finding: The current use of the property does not contain any residential units. This project will, therefore, not result in the reduction of residential units.

- f. The project can demonstrate to the satisfaction of the City Council that, but for tax stabilization, it would not choose to locate or expand in Montpelier.

Finding: This is a very difficult standard to establish. The applicant, however, has stated that this is the case and there is no contrary evidence. The criteria is “to the satisfaction of the City Council”.

- g. The project can demonstrate to the satisfaction of the City Council that, net of tax stabilization and all foreseeable tax impacts, it will provide a positive property tax benefit to the City.

Finding: Depending on the level of tax stabilization awarded, the project will generate \$3,600 to \$5,000 in new annual municipal tax revenue over the life of the contract and \$7,500 per year thereafter (in today’s dollars). This office building will not require additional or unusual municipal services.

Level One Summary: The application meets ALL criteria for level one as required.

Criteria for Level Two: To be considered for Level Two benefits, the project must meet the requirements of Level One above and at least ONE of the following criteria:

- a. The project can demonstrate to the satisfaction of the City Council that the project will positively affect in a significant way the number of employment opportunities in Montpelier.

Finding: The subject project, permitted for Office Use and Business Services, consists of 20,228 SF of building space and 63 parking spaces, with additional spaces available on Stone Cutters Way. Assuming 80% net usable space and one employee per 250 SF, the building can support 65+/- employees. However, with no tenant presently identified, it is not certain that this will bring new employees into Montpelier.

- b. The property owner(s) will deed to the City certain rights in real property which could otherwise be acquired only by outright purchase or eminent domain to promote the achievement of a specific policy or objective set out in the City Master Plan, including easements for riverfront walkways and parks, pocket parks, recreations trails and conservation easements that protect or create the following: key natural features, open space, greenways, specimen trees, etc. This provision shall apply only to acquisitions for which there is no reasonable or practicable alternative.

Finding: The applicant, under separate letter, is transmitting a proposed Thoroughfare Agreement to allow City snow removal equipment to enter the subject property’s curb cut and exit via an existing Thoroughfare Agreement on property of Hunger Mountain Cooperative, Inc. The subject project is also creating sidewalk and landscaping improvements which complement the Montpelier Bike Path, Stone Cutters Way, and Turntable Park. The applicant meets this criteria.

- c. The project will meet certain exceptional, enhanced aesthetic standards not otherwise required by law or the City Master Plan, such as replacement of existing above-ground power lines, preservation or creation of public views and vistas, maintaining or enhancing the historic authenticity of an existing building or unusual landscaping effects.

Finding: The project features replacement of existing above-ground power lines with underground service. The project also features enhanced river views by proposing a building of lesser length than the existing building (158 feet vs. 266 feet); and attractive landscaping. The project meets this criteria.

- d. The project will include a unique and significant public amenity specifically referenced in the Montpelier Master Plan or in the Capital District Master Plan which will relieve the City of a significant cost which it would otherwise incur.

Finding: Working with the City, the applicant was instrumental in securing state and federal environmental assessment and remediation funds for Turntable Park. Although Turntable Park is already completed, the applicant's contribution saved the city a substantial sum of money for environmental work. The project meets this criteria.

Level Two Summary: The application meets THREE of the four criteria, only ONE is required. It is possible that the application could meet the fourth criteria but that remains unknown until a tenant is identified. Level Two is satisfied.

Criteria for Levels Three and Four: To be considered for Level Three Benefits, the project must meet the requirements of Level Two benefits and at least TWO of the following criteria. To be considered for Level Four Benefits, the project must meet the requirements of Level Two benefits and at least THREE of the options provided in Level Three.

- a. The project will result in a net increase in residential units within the city..

Finding: This project will not create any housing units and does not meet this criteria.

- b. At the commencement of the contract term the real property additions and/or renovations will be assessed at \$500,000 or more

Finding: The estimated net new property value is \$809,120. Assuming this value is approximate to the actual final value, the project meets this criteria.

- c. Throughout the life of the tax stabilization contract, the project will result in a net increase of 25 full time equivalent jobs which pay at least a livable wage for a single person (as calculated by the State of Vermont Joint Fiscal Office) throughout the life of the contract.

Finding: This is unknown until a tenant is identified. The capacity of the building would certainly provide for this possibility but any finding in this area would have to be contingent or conditional.

- d. The project must be located within the boundaries of the designated downtown as approved by the Vermont Downtown Development Board or within an industrial or office park zoning district.

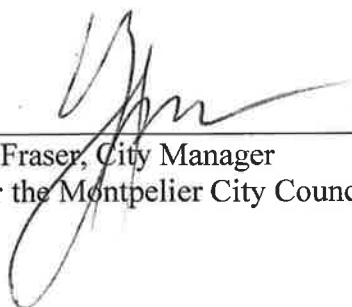
Finding: Stone Cutters Way is within the designated downtown . The project meets this criteria.

Level Three and Four Summary: The application clearly meets TWO of the four criteria which qualifies it for level three benefits. The application MAY meet a third criteria regarding livable wage job creation but is not in a position to make that representation now. As presented, the application does not meet Level Four standards but may by the time the contract is in place.

Discussion: This is a strong application which easily meets the first three levels and, in fact, exceeds the requirements for level two. It has the potential to meet level four. An additional complication is that, for the next tax year (beginning July 2012), values will be established as of April 1, 2012. It is possible, if not likely, that the project will only be partially completed and will be assessed at its full value. In that scenario, it may not meet some of the assessed value criteria on April 1.

Decision: Based on the findings, the application qualifies for Level Three Benefits with the following terms and conditions,

- The overall strength of the application merits a reduction in property value of one-half (1/2) for seven (7) years under the provision that all conditions proposed in the application are met.
- The applicant will be permitted to seek a contract amendment for Level Four benefit in the event that they can document the employment criteria. Such amendment must be applied for prior to any tax benefits accruing under the contract.
- The contract will run from the tax year beginning July 2012 through the tax year beginning July 2018. In the event that the project is not completed and is not at full assessed value as of April 1, 2012, the applicant will have the option to defer the contract and benefits for one tax year.



William J. Fraser, City Manager
Signing for the Montpelier City Council

Date: _____

9/30/11

In response to the ad, the following have sent letters of interest and/or resumes: Anthony Otis who would like to be reappointed; and Helen Husher, 35 Loomis Street, who is interested in serving on this board as well.

Recommendation: Opportunity to meet Ms. Husher; re-appointment of Anthony Otis to another 3-year term; and appointment of Ms. Husher to fill the unexpired 3-year term until September, 2013.

Helen Husher spoke about her background and her interest in serving on the Historic Preservation Commission.

Motion was made by Council Member Sherman, seconded by Council Member Weiss to reappoint Anthony Otis to a three year term and Helen Husher to fill the unexpired three year term that will expire September, 2013 on the Montpelier Historic Preservation Commission. The vote was 5-0, motion carried unanimously.

11-219. Taser Committee Update

This committee has met every Tuesday since it was appointed in May; on Thursday, September 8th, they held their first public hearing in the City Council Chambers.

Recommendation: Receive update from the Taser Committee.

Jeffrey Dworkin, Chair of the Taser Committee updated the council on the process. They felt they would not have their report ready until the beginning of November. They realize that the council wanted the report by the beginning of October.

Council members expressed concern about not having the report earlier, because they would like to have it before the budget process started.

Mr. Dworkin said they would do the best they could.

11-220. First Public Hearing to consider an Application for Tax Stabilization from Connor Brothers Stonecutters, LLC, for their property at 575 Stone Cutters Way.

They are requesting that the City Council enter into a Tax Stabilization Contract with them to discount the subject property's value on the Montpelier Grand List by one-half (1/2) for a term of ten (10) years.

This application is being made after the issuance of their Zoning Permit (and associated permits) from the Development Review Board and prior to the issuance of their Building Permit.

The applicants understand that the City Council must make specific findings of fact that the subject project meets the required eligibility criteria of the Tax Stabilization Policy; their findings are outlined in the attached letter.

Recommendation: Conduct the first Public Hearing to consider the Tax Stabilization Application from Connor Brothers Stonecutters, LLC; set the date of September 28th for the Second Public Hearing.

City Manager Fraser reviewed the history and criteria for tax stabilization.

Mayor Hooper opened the public hearing at 7:25 P.M.

Fred Connor gave a description of the parcel and a little history about the demolition of the structure on the site and dealing with the contamination on the site. They were planning on building a two story office building and there would be 53 parking spaces.

Council Members spoke favorable about the project.

Council Member Weiss asked that for the second public hearing they receive what the dollar value of the agreement was and an explanation of the difference between this project and the ice hockey rink.

Mayor Hooper closed the public hearing at 7:44 P.M.

Motion was made by Council Member Weiss, seconded by Council Jarvis to set the date of September 28th for the second public hearing and asked staff to prepare draft findings of fact for that meeting. The vote was 5-0, motion carried unanimously.

11-221. Report and recommendations from the Debt and Fund Balance Committee.

The Council committee on debt and fund balance met over the summer.

The committee has prepared draft policies for debt load and fund balance use.

Recommendation: Adopt policies as proposed by the committee.

issuance of their Building Permit.

The applicants understand that the City Council must make specific findings of fact that the subject project meets the required eligibility criteria of the Tax Stabilization Policy; the City Manager has provided a memorandum to the City Council with the Recommended Findings and Decision.

Recommendation: Conduct the second Public Hearing to consider the Tax Stabilization Application from Connor Brothers Stonecutters, LLC.; approve Tax Stabilization based on City Manager's recommendation.

Mayor Hooper opened the Public Hearing 7:11 P.M. City Manager Fraser had provided the Council with an analysis, recommendation on findings and a decision for their consideration.

Mayor Hooper closed the Public Hearing at 7:12 P.M.

City Manager Fraser stated he shared the draft with Mr. Connor and it was acceptable with him.

Council Member Weiss said it states that the project can demonstrate to the satisfaction of the City Council for tax stabilization and would not choose to locate or expand in Montpelier. The finding says that it is a very difficult standard to establish. The applicant stated this is the case and there is no contrary evidence. The applicant previously has sold five parking spaces to the city for a waiver of the parking fee. The building plans appear to be complete and they have representations of the building as well as the internal structure. The applicant has provided easements for the riverfront walkways. The applicant has agreed to allow the city snow removal equipment to enter and exit the property. The applicant agrees to create sidewalk and landscaping improvements to the bike path, Stone Cutters Way, and Turntable Park. The applicant has removed the Salt Shed and the applicant has already started some construction. He thinks the finding excluded some important factors. The applicant can demonstrate to the satisfaction of the City Council in terms of the net of tax stabilization and for all foreseeable tax impacts it will provide a property tax benefit to the city. The finding is depending upon the level of tax stabilization awarded the project will generate \$3,600 to \$5,000 in new renewable annual municipal tax revenue over the life of the contract and \$7,500 per year thereafter. The applicant has already received \$50,000 as a parking fee waiver and using the finding figures and the \$50,000 it will take about 13 years before the city will see any positive property tax benefit. The waiver that is being requested came out to much more than 3 percent of the building valued at over a million dollars. If there were no waiver of the additional money that the applicant would pay it

probably would be a business expense and subject to federal and state tax benefits. He believes through the parking fee waiver and the city acquiring 10 parking spaces and the permitting of snow removal equipment on the property the city is going to provide he doesn't believe the findings have taken into account all of the information. He does not find the findings valid.

City Manager Fraser replied the purpose for that being in the policy is the project is one where there is no extraordinary generation of city services being generated. With regard to the parking fee it isn't a property tax. The parking fee program actually requires people to provide parking spaces or buy their way out. His findings were based on the fact there were two public hearings and no one raised any issues or testimony.

Council Member Golonka moved acceptance of the City Manager's recommendations with Council Member Sherman seconding the motion.

Council Member Weiss requested an understanding of the motion and what is being approved.

Council Member Golonka said the motion is to approve the Manager's recommended actions on the last page of the memo dated September 23, 2011 in regards to the Connor Tax Stabilization Application and accepting the findings.

Mayor Hooper called for a vote on the motion. The vote was 5-1, with Council Member Weiss voting against the motion.

11-235. "Infrastructure Capital Projects: Committee Report.

This committee was formed for the same reason as mentioned in the previous agenda item. Its membership included Mayor Hooper; City Council Members Angela Timpone and Andy Hooper; Jesse Moorman, Planning Commission Chair; Finance Director Sandy Gallup; and Public Works Director Todd Law.

The charge for this group was to *"conduct an infrastructure needs assessment; begin development of water and infrastructure options; and adopt a funding plan for paving/upgrading streets and sidewalks"*.

Recommendation: Receive update; discussion; possible direction to the committee and/or staff.

Mayor Hooper said the Council received a memo from the committee members.

MONTPELIER DEVELOPMENT REVIEW BOARD

For the Meeting of April 16, 2012

DESIGN REVIEW – CB-2/DCD

191 Barre Street

Applicant: CVCLT

Owner: CVLCT

Permit # 6022

A. Guiding ordinance sections:

§305 Design Review

B. Materials submitted:

- Zoning application, 3/26/12.
- Site Plans
 - “Existing Roof Plan” – Roof Plan – River Station Apartments (A-5).
 - “Existing Roof Plan with Solar Panel Location” – River Station Apartments (A-5).
 - “Existing Elevations” – River Station Apartments (A-6)
- Solar Collector – elevation – Savoy Engineering (11/28/11)
- Photograph – 3/26/12
 - View from the corner of Granite Street and Stonecutter’s Way.
 - View from entrance to Hunger Mountain Coop (HMC).
 - Zoomed in view from HMC.
 - View from Stonecutter’s Way heading southeast.
 - View from Barre Street heading southeast.
- Specifications (not in packet)
- Design Review Committee (DRC) recommendation form, 4/10/12.

C. Proposed Findings:

- Applicant request design review approval for the installation of solar panels for domestic hot water – 36 panels on 6 racks – at the 191 Barre Street (River Station Apartments), which is located within the Central Business II zoning district (CB-2) and is also a design control district (DCD).
- The exterior piping (conduit) will match the color scheme on the exterior of the building.
- The DRC reviewed this proposal at the 3/26/12 meeting and recommended approval as proposed.

D. Staff and Advisory Comments:

Zoning District Eastern Gateway

Purpose and Description

The Gateway District includes significant entrances to the City, located on major arterial roadways. These corridors lead travelers to the urban core. New projects will need to consider transit, pedestrian and bicycle transportation, energy efficiency and renewable energy, the integration of mixed use to promote economic viability, and affordable housing needs. There are two neighborhoods in the Eastern Gateway District, the Corridor neighborhood along Route 302 into town, and the Farm and Factory neighborhood. The Corridor neighborhood recognizes demand by the traveling public, and provides for these activities in especially designated areas. They are designed for accommodating automotive activities, overnight accommodations and uses generally associated with the traveling public. The Farm and Factory neighborhood provides areas which encourage the location of industrial development and uses through the provision of transportation and other utility infrastructure, and appropriate buffering from residential and commercial uses.

Density & Dimensional Standards

Density Standards

Minimum residential density	6 units per acre
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Dimensional Standards

Minimum Lot Size	n/a
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Maximum Lot Size	n/a
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Minimum Road Frontage	
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Maximum Impervious Surface Coverage	
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Principle Structure

Minimum Front Setback	
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Minimum Side & Rear Setback	
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Maximum Building Height	45 ft
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Accessory Structure

Minimum Front Setback	25 ft.
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Minimum Side & Rear Setback	25 ft.
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Maximum Building Height	45 ft.
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Buffers

Lakes and ponds	50 ft
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Named rivers and streams	50 ft
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Unnamed rivers and streams	20 ft
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Wetlands	50 ft
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Streetscape Standards

New developments shall have a minimum of a ten foot planting area at the roadside, planted at a minimum of every 30 feet with native species street trees. Sidewalks along the road frontage are required.

Permitted & Conditional Uses

Permitted Uses are those uses that are designated to be appropriate in each of the city's zoning districts, as indicated on the current City of Montpelier Zoning Map.

Conditional Uses are those uses or development activities that may not be appropriate generally throughout a zoning district. However, such uses or development activities when properly conditioned may not be detrimental to the public health and welfare, and, therefore, may be appropriate.

Prohibited Uses are those uses not allowable in the zoning district.

For zoning permitting procedure see section X.

Permitted Uses	Conditional Uses	Prohibited Uses
Dwelling, Single-family Dwelling, Two-family *Dwelling, Multi-family Dwelling, Mobile Home/ Manufactured Home Accessory Apartment *Boarding/Rooming House Child Care – Home *Convenience Commercial *Family Care – Home *Group Home *Housing for the Elderly *Mobile Home Park *Residential Care Home *Bed and Breakfast *Hotel *Inn *Tourist Home *Academic Institution *Art Gallery/Museum *Church, Synagogue, Place of Worship *Club *Community Center *Cultural Facility *Child Care Facility *Dormitory *Hospital *Medical Clinic *Nature Center *Public Assembly Hall or Area	*Group Housing *Motel *Cemetery *Community Care Home *Emergency Shelter *Family Care Facility *Freight or Trucking Terminal (F&F) *Manufacturing – Heavy (F&F) *Manufacturing – Light (Corridor) *Nursing, Rest or Convalescent Home *Safety Service Facility Agricultural Sales *Public Utility (pump station, water storage tank, water treatment facility) *Excavation or Fill – Commercial (F&F) *Incinerator *Quarry *Solid Waste Collection Site *Solid Waste Transfer Site *Stable – Public *Stable - Private	*Freight or Trucking Terminal (Corridor) *Junk Yard *Excavation or Fill – Commercial (Corridor) *Manufacturing – Heavy (Corridor)

*School *Animal Boarding Facility or Kennel *Animal Care/Veterinarian *Artisan Studio *Bank *Bank, Drive-Through *Bar/Night Club *Business Services *Car Wash *Car Wash, Incidental *Catering Service *Convenience Gas Station *Drive-Through Facilities *Dry Cleaner *Eating & Drinking Establishment *Eating Establishment, *Drive-through *Eating Establishment, Take-Out *Equipment Sales & Service *Funeral Home *Gas Pump *Gasoline Station - Home Occupation *Landscape Service *Mail Service *Medical & Dental Laboratory *Medical Clinic *Mini-Warehouse *Motor Vehicle Maintenance *Motor Vehicle Rental *Motor Vehicle Repair *Motor Vehicle Sales *Motor Vehicle Service Bay *Office *Outdoor Market *Parking – Commercial *Personal Service Establishment *Public Assembly Hall or Area *Research Facility *Retail Sales & Service *Retail Sales - Outdoor *Retail Sales - Temporary *Shopping Center *Storage – Outdoor *Theater *Warehouse *Wholesale Trade - Yard Sale - Antenna – Tower *Essential Services *Freight & Truck Terminal *Municipal Facilities *Passenger Terminal or Station *Taxi & Limo Service *Wireless Telecommunication - Facility, Small Scale *Contractor Yard		
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*Machinery/Heavy Equipment Sales and Service *Manufacturing – Heavy *Manufacturing – Light (F&F) *Public Utility Substation *Storage of Mine, Quarry, Sand or Gravel Pit Products *Utility, Major *Utility, Minor *Recreational Use – Large, Outdoor *Recreational Use – Indoor *Recreational Use – *Parks/ Playgrounds *Animal exhibits *Animal Rehabilitation Center *Animal Shelter		
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* indicates uses which shall be subject to Site Plan Review. Uses subject to site plan review by the Development review Board are to (a) to assure the project’s compatibility with its location and the Montpelier Municipal Plan, (b) to promote the highest quality design for such development, and (c) to prevent and/or mitigate potentially negative impacts resulting from the development.

Additional Development Standards

- ☐ Inclusionary Housing requirement
- ☐ Housing Replacement requirement
- ☐ Flood Hazard Overlay

Incentives

- ☐ Density Bonuses

Neighborhood Specific Development Standards

Eastern Corridor: See use schedule

Farm & Factory: See use schedule

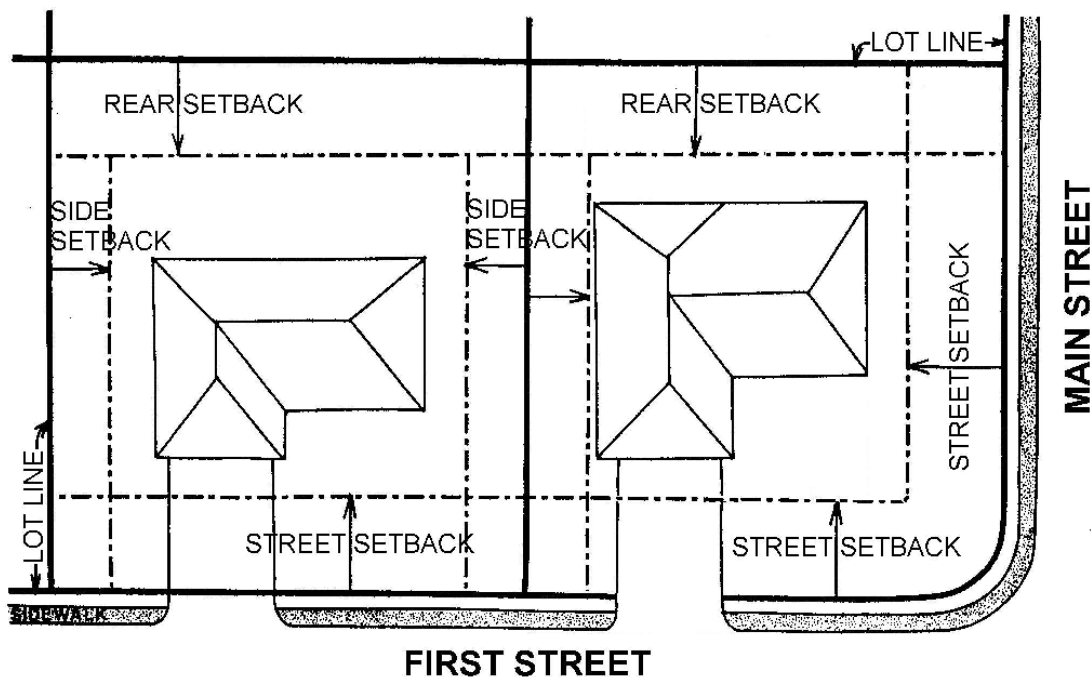
Zoning District

Rural

Purpose and Description

The purpose of the Rural District is to encourage traditional rural uses and to maintain the natural resource base of the city. Agricultural activities, forestry, and low density settlement patterns, including rural economic activities, are encouraged. New developments that have an impact on target resources as defined in the Master Plan (see pages 61-79) will need to consider minimizing the land impact through clustering land development, maintaining biodiversity and wildlife habitat, and protecting valuable agricultural and forest resources.

Density & Dimensional Standards



Minimum Lot Size	1 unit per 5 Acres
Minimum Road Frontage	250 linear feet
Maximum Impervious Surface Coverage	5%
Principle Structure	
Minimum Street Setback	40 ft (measured from road center line)
Minimum Side & Rear Setback	20 ft
Maximum Building Height	45 ft (or 3 stories)

Accessory Structure

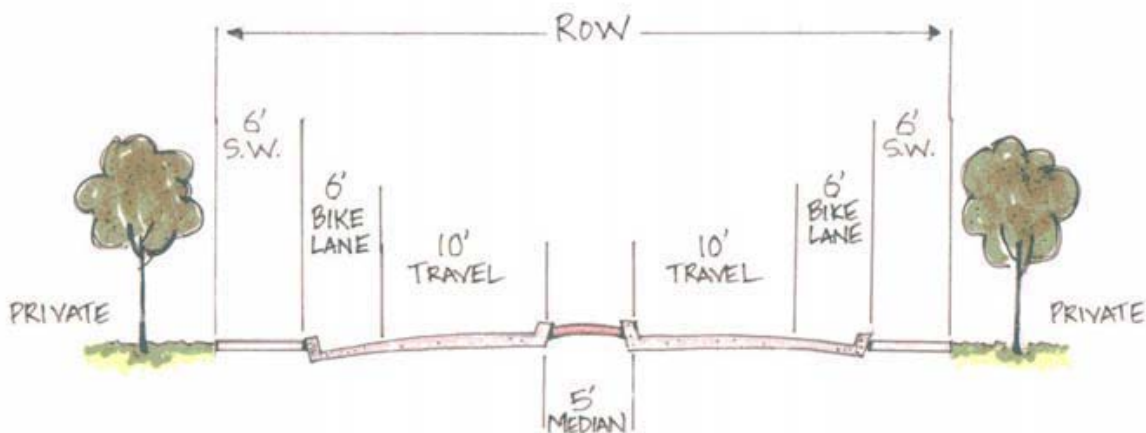
Minimum Street Setback	40 ft
Minimum Side & Rear Setback	20 ft
Maximum Building Height	25 ft

Buffers

Lakes and ponds	50 ft
Named rivers and streams	50 ft
Unnamed rivers and streams	20 ft
Wetlands	50 ft

Streetscape Standards

New roads developed in the rural district need to accommodate bicycles and pedestrians with minimum travel areas as illustrated below, and will have street trees planted in consultation with the tree board at a minimum of one every 40 feet.



Permitted, Conditional & Prohibited Uses

Permitted Uses are those uses that are designated to be appropriate in each of the city's zoning districts, as indicated on the current City of Montpelier Zoning Map.

Conditional Uses are those uses or development activities that may not be appropriate generally throughout a zoning district. However, such uses or development activities when properly conditioned may not be detrimental to the public health and welfare, and, therefore, may be appropriate.

Prohibited Uses are those uses not allowable in the zoning district.

For zoning permitting procedure see section X.

Permitted Uses	Conditional Uses*	Prohibited Uses
Dwelling, Single-family Dwelling, Two-family Dwelling, Mobile Home Accessory Apartment Child Care – Home Family Care – Home Group Home (13)* Residential Care Home (13)* Cemetery* Church, Synagogue, Place of Worship* Child Care Facility* Agricultural Sales Home Occupation Landscape Service* Yard Sale Essential Services* Wireless Telecommunication Facility, Small Scale* Recreational Use– Parks/Playgrounds* Stable – Public & Private* Animal Shelter*	Dwelling, Multi-family Group Housing Mobile Home Park Bed and Breakfast Community Care Home Emergency Shelter Family Care Facility Medical Clinic Nature Center Nursing, Rest or Convalescent Home Safety Service Facility Animal Boarding Facility or Kennel Animal Care/Veterinarian Artisan Studio Catering Service Municipal Facilities Public Utility (pump station, water storage tank, water treatment facility) Antenna – Tower Excavation or Fill – Commercial Storage – Outdoor Storage of Mine, Quarry, Sand or Gravel Pit Products Utility, Major Utility, Minor Recreational Use – Large, Outdoor Animal exhibits Animal Rehabilitation Center Quarry	Boarding/Rooming House Housing for the Elderly Hotel Motel Inn Tourist Home Club Cultural Facility Hospital Public Assembly Hall/Area Academic Institution Art Gallery/Museum Bank Bank, Drive-Through Bar/Night Club Business Services Car Wash Car Wash, Incidental Convenience Gas Station Convenience Commercial Eating & Drinking Establishment Medical & Dental Laboratory Office Personal Service Establishment Research Facility Community Center Dormitory Drive-Through Facilities Dry Cleaner Eating Establishment, Drive-through Eating Establishment, Take Out Equipment Sales & Service Funeral Home Gas Pump Gasoline Station Mail Service Medical Clinic Mini-Warehouse Motor Vehicle Maintenance Motor Vehicle Rental Motor Vehicle Repair Motor Vehicle Sales Motor Vehicle Service Bay Outdoor Market Parking – Commercial

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		Retail Sales & Service Retail Sales - Outdoor Retail Sales - Temporary School Shopping Center Storage - Outdoor Freight & Truck Terminal Passenger Terminal or Station Taxi & Limo Service Artisan Studio Contractor Yard Incinerator Junk Yard Machinery/Heavy Manufacturing - Heavy Manufacturing - Light Public Utility Substation Solid Waste Collection Site Solid Waste Transfer Site Warehouse Wholesale Trade Recreational Use – Indoor Theater
Permitted Uses	Conditional Uses*	Prohibited Uses

* Indicates uses which shall be subject to Site Plan Review. Uses subject to site plan review by the Development review Board are to (a) to assure the project's compatibility with its location and the Montpelier Municipal Plan, (b) to promote the highest quality design for such development, and (c) to prevent and/or mitigate potentially negative impacts resulting from the development.

Additional Development Standards

Density Bonuses for Cluster Development:

1. Purpose: Cluster development is intended to encourage flexibility in planned development design by permitting mixed housing types and uses which may be grouped on lots of reduced dimensions to allow for a more economic provision of street and utility network, to protect environmentally sensitive areas, and to encourage the preservation and recreational use of open space.
2. Review Criteria: In approving a plan for Cluster Development, the Development Review Board shall make the following findings:
 - a. The proposed Cluster Development would result in a more desirable environment than would be possible through a conventional subdivision, which strictly conforms to the requirements of the underlying zone.
 - b. The location, size, nature and topography of the open areas make them suitable for use as common areas for park, recreational purposes, conservation purposes, buffer areas and/or agricultural purposes.

- c. The proposed Cluster Development plan will develop the property in harmony with the natural environment by concentrating the development on those parts of the property which have the least natural limitation to accommodate development and by protecting those parts of the property which are environmentally sensitive such as, but not limited to, wetlands, floodplains, aquifer recharge areas, wellheads, meadows, steep slopes, visual ridgelines, prominent hilltops, stream buffers, important panoramic viewpoints, winter deer yards, wildlife corridors, and threatened and endangered species habitat.
 - d. The Cluster Development shall conform to the standards outlined above and the Montpelier Municipal Plan.
 - e. Open Space or Common Land: The land area not used for individual lots, construction of buildings and roads shall be permanently protected, using a conservation easement, Open Space Agreement, or other suitable legal instrument, as open space or common land for the purposes of recreation, conservation, park or public easement or forestry or agriculture. The open space or common land or any portion of it shall be held, managed and maintained by the applicant until it is protected in accordance with Section 713.B.
3. Density Bonus Amount: The Board may award an increase in the density above that normally allowed in the underlying district of up to five hundred percent (500%) under one of the following two conditions:
- a. Up to two hundred fifty percent (250%) if the Board deems that the open space conserved by the development will preserve or enhance connectivity for wildlife and enhance public access for recreation.
 - b. Up to two hundred fifty percent (250%) for land that falls within the target resource designation in the Montpelier Municipal Plan (pages 61-79) if the Board deems that the open space conserved by the development will preserve or enhance important natural and visual resources as well as connectivity for wildlife and public access for recreation.
- ☐ Conservation Lands
 - ☐ Biodiversity Overlay
 - ☐ Prime Agricultural and Forest Land Overlay
 - ☐
 - ☐ Flood Hazard Overlay – see section ZZZ

Incentives

- ☐ Acquisition of easements
- ☐ Transfer or purchase of development rights (see attached model ordinance)

Neighborhood Specific Development Standards

Eastern Rural – no specific standards

Highland Rural - no specific standards

Hill Street Rural - no specific standards

Pembroke Heights Rural – Neighbors spoke of some home businesses in the area that would need to be considered as the zoning is developed. We don't want to make the existing businesses non-conforming uses.

Western Rural – no specific standards

Wrightsville Rural –

Dimensional Standards

Minimum Lot Size	2 acres
Minimum Road Frontage	200 linear feet
Maximum Impervious Surface Coverage	50%

Principle Structure

Minimum Street Setback	35 ft (measured from road center line)
Minimum Side & Rear Setback	20 ft
Maximum Building Height	45 ft

Accessory Structure

Minimum Street Setback	35 ft (measured from road center line)
Minimum Side & Rear Setback	10 ft
Maximum Building Height	25 ft

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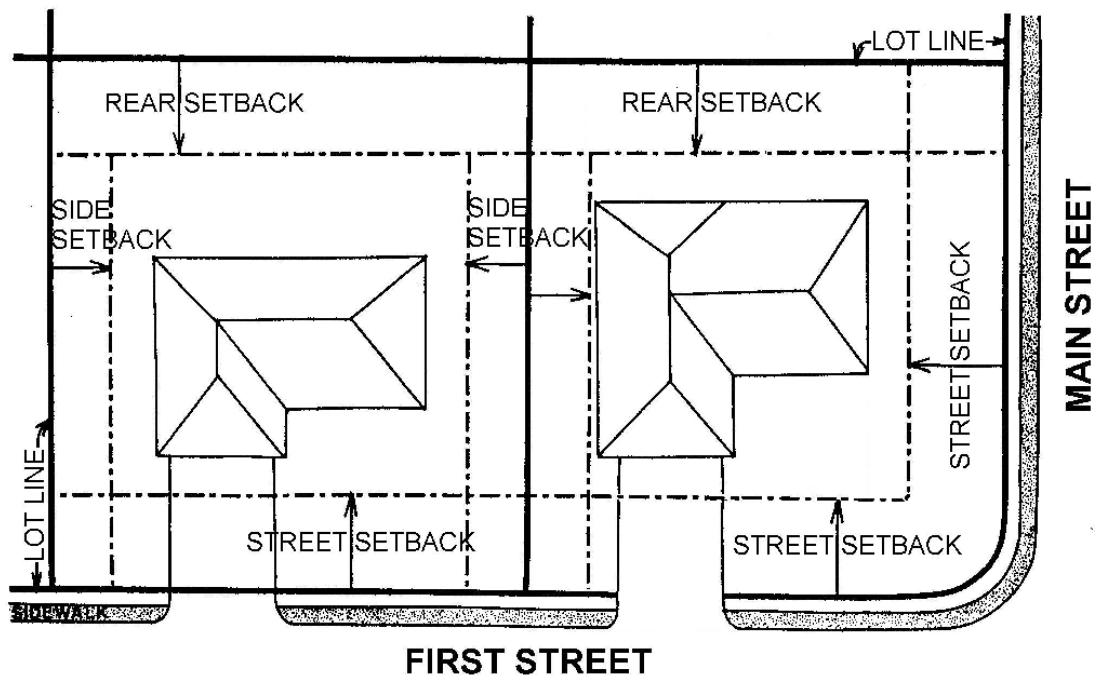
Zoning District

Suburban

Purpose and Description

Located within the Smart Growth District, the goal of the Suburban District is to promote housing development that reflects Smart Growth principles. Higher density standards apply, and infill and cluster development are encouraged. New projects need to consider transit, pedestrian and bicycle transportation, energy efficiency and renewable energy, the integration of mixed use to promote economic viability, and affordable housing needs.

Density & Dimensional Standards



Density Standards

Minimum Lot Size

7,260 square feet with off lot water and sewer

10,000 square feet with on lot water or sewer

1 acre with on lot water and sewer

Residential Density

3,000 square feet per unit

Dimensional Standards

Minimum Road Frontage

75 feet, 40 feet ROW with flag lot

Maximum Impervious Surface Coverage

80% building coverage

Principle and Accessory Structures

Minimum Street Setback

15 feet

Minimum Side & Rear Setback

10 feet

Maximum Building Height

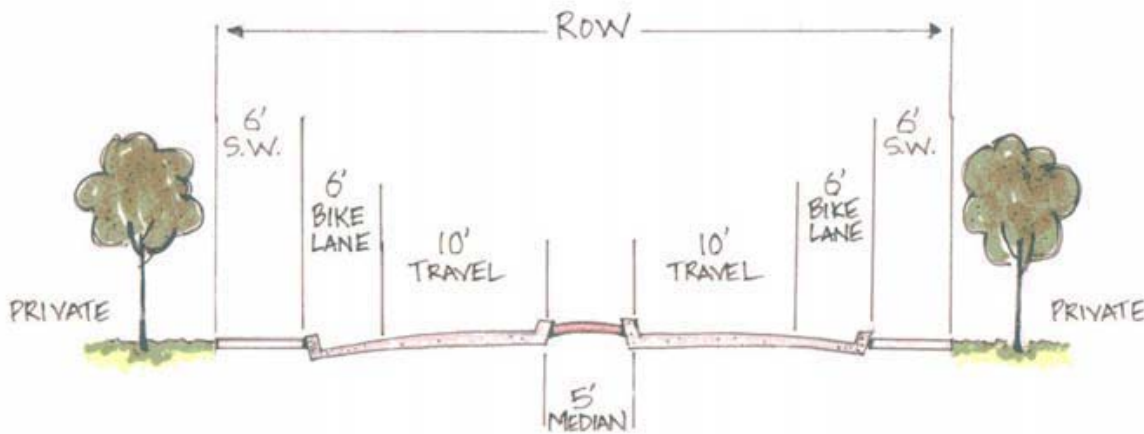
3 stories or 45 ft

Buffers

Lakes and ponds	50 ft
Named rivers and streams	50 ft
Unnamed rivers and streams	20 ft
Wetlands	50 ft

Streetscape Standards

New roads developed in the suburban district need to accommodate bicycles and pedestrians with minimum travel areas as illustrated below, and will have street trees planted in consultation with the tree board at a minimum of one every 30 feet.



Permitted, Conditional & Prohibited Uses

Permitted Uses are those uses that are designated to be appropriate in each of the city's zoning districts, as indicated on the current City of Montpelier Zoning Map.

Conditional Uses are those uses or development activities that may not be appropriate generally throughout a zoning district. However, such uses or development activities when properly conditioned may not be detrimental to the public health and welfare, and, therefore, may be appropriate.

Prohibited Uses are those uses not allowable in the zoning district.

For zoning permitting procedure see section X.

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Permitted Uses

- *Art Gallery/Museum
- *Artisan Studio
- *Catering Service
- *Convenience Commercial
- *Bed and Breakfast
- *Art Gallery/Museum
- *Community Center
- *Dormitory
- Dwelling, Single-family
- Dwelling, Two-family
- Dwelling, Mobile Home
- *Family Care Facility
- Nature Center
- Manufactured Home
- Accessory Apartment
- Child Care – Home
- *Family Care – Home
- *Group Home
- *Residential Care Home
- *Academic Institution
- *Church, Synagogue, Place of Worship
- *Child Care Facility
- *School
- Home Occupation
- Yard Sale
- *Essential Services
- *Wireless Telecommunication Facility, Small Scale
- *Recreational Use – Parks/Playgrounds

Conditional Uses

- *Animal Care/Veterinarian
- *Business Services
- *Dwelling, Multi-family
- *Group Housing
- *Mobile Home Park
- *Cemetery
- *Community Care Home
- Housing for the Elderly
- Inn
- Cultural Facility
- *Emergency Shelter
- *Medical Clinic
- *Nursing, Rest or Convalescent Home
- *Safety Service Facility
- *Agricultural Sales
- *Eating & Drinking Establishment
- *Landscape Service
- *Light Manufacturing
- *Medical & Dental Laboratory
- *Medical Clinic
- *Office
- *Personal Service Establishment
- *Research Facility
- *Municipal Facilities
- *Outdoor Market
- *Passenger Terminal or Station
- *Public Utility (pump station, water storage tank, water treatment facility)
- *Excavation or Fill – Commercial
- *Utility, Major
- *Utility, Minor
- *Recreational Use – Large, Outdoor
- *Recreational Uses - Indoor
- *Animal Shelter
- *Stable - Private
- *Stable – Public
- Theater

Prohibited Uses

- Boarding/Rooming House
- Hotel
- Motel
- Tourist Home
- Club
- Hospital
- Public Assembly Hall/Area
- Animal Boarding Facility or Kennel
- Bank
- Bank, Drive-Through
- Bar/Night Club
- Car Wash
- Car Wash, Incidental
- Convenience Gas Station
- Drive-Through Facilities
- Dry Cleaner
- Eating Establishment, drive-through
- Eating Establishment, Take-Out
- Equipment Sales & Service
- Funeral Home
- Gas Pump
- Gasoline Station
- Mail Service
- Mini-Warehouse
- Motor Vehicle
- Maintenance
- Motor Vehicle Rental
- Motor Vehicle Repair
- Motor Vehicle Sales
- Motor Vehicle Service
- Bay
- Parking – Commercial
- Retail Sales & Service
- Retail Sales - Outdoor
- Retail Sales - Temporary
- Shopping Center
- Warehouse
- Wholesale Trade
- Antenna – Tower
- Freight & Truck
- Terminal
- Taxi & Limo Service
- Antenna – Tower
- Contractor Yard
- Incinerator
- Junk Yard
- Machinery/Heavy Equipment Sales and Service
- Manufacturing – Heavy
- Public Utility Substation
- Quarry
- Solid Waste Collection Site
- Solid Waste Transfer Site
- Storage – Outdoor
- Storage of Mine, Quarry, Sand or Gravel Pit Products
- Animal exhibits
- Animal Rehabilitation Center

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* indicates uses which shall be subject to Site Plan Review. Uses subject to site plan review by the Development review Board are to (a) to assure the project's compatibility with its location and the Montpelier Municipal Plan, (b) to promote the highest quality design for such development, and (c) to prevent and/or mitigate potentially negative impacts resulting from the development.

Additional Development Standards

- ☐ Inclusionary Housing requirement
- ☐ Housing Replacement requirement

Incentives

- ☐ Transfer or purchase of development rights ("suburban" districts would be receiving areas)
- ☐ Flag lots and other dimensional incentives for infill
- ☐ Density bonus for affordable housing and land conservation

Neighborhood Specific Development Standards

Crest View – undeveloped. Should this and Sabin's be handled differently?

Sabin's – undeveloped. Same comment as above.

Elm Street - no specific standards

Murray Hill – consider additional standards based upon current deed restrictions and covenants.

North Street - no specific standards

Northfield Street - no specific standards

Park West - no specific standards

Stonewall Meadows – insert additional standards based upon current deed restrictions and covenants?

Towne Street - no specific standards

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Zoning District

Village Commercial

Purpose and Description

Located within the Smart Growth District, the purpose of the Village Commercial District is to promote economic vitality and maintain existing housing and promote new housing development that reflects Smart Growth principles. Infill and cluster development is encouraged. New projects shall consider transit, pedestrian and bicycle transportation, energy efficiency and renewable energy, the integration of mixed use to promote economic viability, and affordable housing needs.

Density & Dimensional Standards

Density Standards

Target residential density 12 units/acre

Dimensional Standards

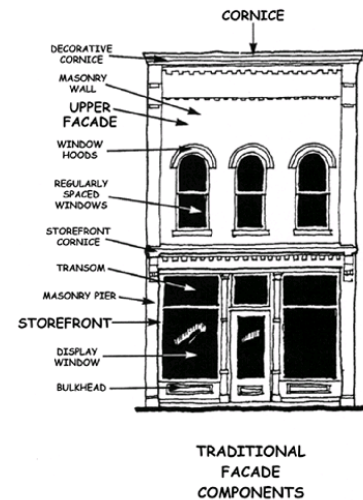
Minimum Lot Size	n/a
Maximum Lot Size	n/a
Minimum Road Frontage	n/a
Maximum Impervious Surface Coverage	100%

Principle Structure

Build to line ¹	10 ft
Minimum Side & Rear Setback	10 ft
Maximum Building Height	5 stories

Accessory Structure

Minimum Front Setback	10 ft
Minimum Side & Rear Setback	10 ft
Maximum Building Height	35'



Streetscape Standards

New roads within the Village Commercial District shall accommodate pedestrians with sidewalks with a minimum of a 6 foot ROW, bicycles with a minimum of a 6 foot ROW, and shall plant street trees every 30 feet in consultation with the tree board. Development that occurs on existing roads shall plant street trees every 30 feet in consultation with the

tree board. New developments within the Village Commercial shall not be required to provide off street parking.

Permitted, Conditional & Prohibited Uses

Permitted Uses are those uses that are designated to be appropriate in each of the city's zoning districts, as indicated on the current City of Montpelier Zoning Map.

Conditional Uses are those uses or development activities that may not be appropriate generally throughout a zoning district. However, such uses or development activities when properly conditioned may not be detrimental to the public health and welfare, and, therefore, may be appropriate.

Prohibited Uses are those uses not allowable in the zoning district.

For zoning permitting procedure see section X.

Permitted Uses	Conditional Uses	Prohibited Uses
Dwelling, Single-family	Group Housing*	Mobile Home Park
Dwelling, Two-family	Cemetery*	Nature Center
Dwelling, Multi-family*	Community Care Home*	Agricultural Sales
Dwelling, Mobile/Manufactured Home	Child Care Facility*	Animal Boarding Facility or Kennel
Accessory Apartment	Emergency Shelter*	Car Wash
Boarding/Rooming House*	Family Care Facility*	Car Wash, Incidental
Child Care – Home	Hospital*	Convenience Gas Station
Family Care – Home	Nursing, Rest or Convalescent Home*	Dry Cleaner
Group Home*	Animal Care/Veterinarian*	Eating Establishment,
Group Housing*	Bank, Drive-Through*	Drive-through
Housing for the Elderly*	Bar/Night Club *	Equipment Sales & Service
Residential Care Home*	Convenience Commercial *	Gas Pump
Bed and Breakfast*	Drive-Through Facilities*	Gasoline Station
Hotel*	Motor Vehicle Maintenance*	Landscape Service
Motel*	Motor Vehicle Rental*	Mini-Warehouse
Inn*	Motor Vehicle Repair *	Motor Vehicle Sales
Tourist Home*	Motor Vehicle Service Bay *	Warehouse
Academic Institution*	Shopping Center *	Wholesale Trade
Art Gallery/Museum*	Storage – Outdoor *	Freight & Truck Terminal
Church, Synagogue, Place of Worship	Antenna – Tower *	Taxi & Limo Service
Club*	Municipal Facilities *	Contractor Yard
Community Center *	Public Utility (pump station, water storage tank, water treatment facility)*	Excavation or Fill –
Cultural Facility*	Antenna – Tower	Commercial
Child Care Home	Manufacturing – Light*	Incinerator
Dormitory *	Public Utility Substation*	Junk Yard
Medical Clinic *	Storage – Outdoor*	Machinery/Heavy
Safety Service Facility*	Utility, Major *	Equipment Sales and
School *	Utility, Minor *	Service
Art Gallery/Museum *	Recreational Use – Indoor *	Manufacturing – Heavy
Artisan Studio *	Recreational Use –	Quarry
Bank *	Parks/ Playgrounds *	Solid Waste Collection Site
Business Services *	Animal Shelter *	Solid Waste Transfer Site
Catering Service*		Storage of Mine, Quarry,
Eating & Drinking Establishment *		Sand or Gravel Pit

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Eating Establishment, Take-Out*
 Funeral Home*
 Home Occupation
 Mail Service*
 Medical & Dental Laboratory*
 Medical Clinic*
 Office*
 Outdoor Market*
 Parking – Commercial*
 Personal Service Establishment*
 Public Assembly Hall or Area*
 Research Facility*
 Retail Sales & Service*
 Retail Sales - Outdoor*
 Retail Sales - Temporary*
 Theater*
 Yard Sale
 Essential Services*
 Parking – Commercial*
 Passenger Terminal or Station*
 Wireless Telecommunication Facility,
 Small Scale*

products
 Recreational Use – Large,
 Outdoor
 Stable – Public
 Stable - Private
 Animal exhibits
 Animal Rehabilitation
 Center

* indicates uses which shall be subject to Site Plan Review. Uses subject to site plan review by the Development review Board are to (a) to assure the project's compatibility with its location and the Montpelier Municipal Plan, (b) to promote the highest quality design for such development, and (c) to prevent and/or mitigate potentially negative impacts resulting from the development.

Additional Development Standards

- ☐ Housing Replacement requirement
- ☐ Flood Hazard Overlay
- ☐ Historic Preservation Guidelines
- ☐ Parking exemption or Parking assessment district?

Incentives

- ☐ Infill incentives

Neighborhood Specific Development Standards

Barre Street – maintain housing and existing light industry (mentioned in Master Plan)

Civic District – promote uses compatible with Capitol Complex. The Capitol Complex District (CCD) encompasses the State Capitol Building and the adjacent State owned properties. In 1977, The Capitol Complex Commission was established to review development plans within the CCD, to ensure the preservation of elements of its cultural,

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social, political, and architectural history and to promote the use and preservation of the Capitol Complex for the education, welfare, and pleasure of the residents of the State of Vermont. The boundaries of the Capitol Complex are the Winooski, Taylor Street, Bailey Street, and the streets behind the State House. Currently the Capital Complex District is within the Civic District in the City's zoning ordinance. A map of the Capital Complex is included within appendix (Attachment 11).

Cross Roads – This district provides automobile services – gas stations, garages, restaurants, other commercial. Standards for these uses should be considered.

Historic Downtown – The goals of the Historic Downtown are to promote commercial development and housing that are consistent with the historic character of the area. Historic Design review is required for all new construction.

River District – promote the arts of all kinds (industrial, craft, fine arts and supporting businesses, plus live/work buildings.)

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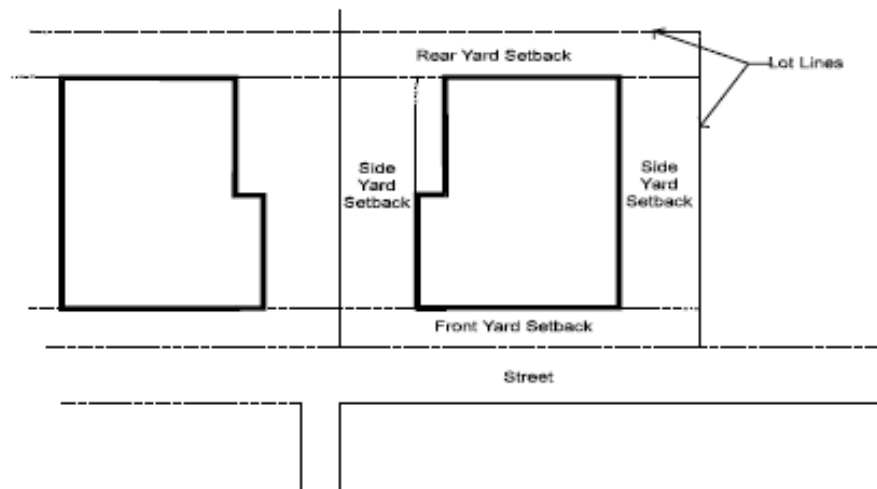
Zoning District

Village Residential

Purpose and Description

Located within the Smart Growth District, the purpose of the Village Residential District is to maintain existing housing and promote new housing development that reflects Smart Growth principles. Compact village density standards apply, and infill and cluster development are encouraged. New projects need to consider transit, pedestrian and bicycle transportation, energy efficiency and renewable energy, the integration of mixed use to promote economic viability, and affordable housing needs.

Density & Dimensional Standards



Density Standards

Maximum residential density	24 units/acre
Target residential density	12 units/acre

Principle Structure

Build to line ¹	10 ft
Minimum Side & Rear Setback	10 ft
Maximum Building Height	45 ft

Accessory Structure

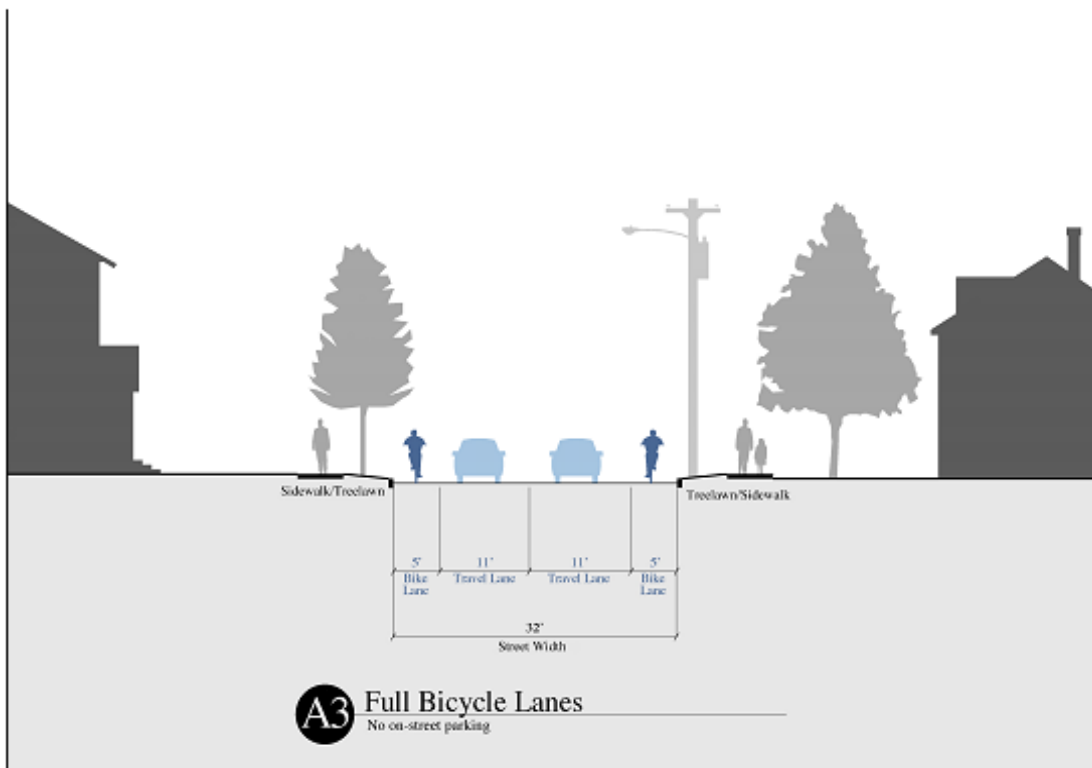
Minimum Front Setback	10 ft
Minimum Side & Rear Setback	10 ft
Maximum Building Height	35 ft

Buffers

Lakes and ponds	50 ft
Named rivers and streams	50 ft
Unnamed rivers and streams	20 ft
Wetlands	50 ft

Streetscape Standards

New roads within the Village Residential Districts are required to include sidewalks, street trees, and bike lanes, as shown in the diagram below.



Permitted & Conditional Uses

Permitted Uses are those uses that are designated to be appropriate in each of the city's zoning districts, as indicated on the current City of Montpelier Zoning Map.

Conditional Uses are those uses or development activities that may not be appropriate generally throughout a zoning district. However, such uses or development activities when properly conditioned may not be detrimental to the public health and welfare, and, therefore, may be appropriate.

Prohibited Uses are those uses not allowable in the zoning district.

For zoning permitting procedure see section X.

Permitted Uses	*Conditional Uses	Prohibited Uses
Dwelling, Single-family Dwelling, Two-family *Dwelling, Multi-family Dwelling, Mobile Home/ Manufactured Home Accessory Apartment *Boarding/Rooming House Child Care – Home Family Care – Home *Group Home *Housing for the Elderly *Residential Care Home *Bed and Breakfast *Inn *Tourist Home *Academic Institution *Cemetery *Church, Synagogue, Place of Worship *Community Center *Child Care Facility *School Agricultural Sales Home Occupation *Office Yard Sale *Essential Services Wireless Telecommunication Facility, Small Scale *Recreational Use – Parks/ Playgrounds Stable - Private	Group Housing Mobile Home Park Art Gallery/Museum Club Community Care Home Dormitory Emergency Shelter Family Care Facility Medical Clinic Nature Center Nursing, Rest or Convalescent Home Safety Service Facility Animal Care/Veterinarian Art Gallery/Museum Artisan Studio Business Services Catering Service Convenience Commercial Eating & Drinking Establishment Funeral Home Medical & Dental Laboratory Medical Clinic Outdoor Market Personal Service Establishment Research Facility Antenna – Tower Municipal Facilities Passenger Terminal or Station Public Utility (pump station, water storage tank, water treatment facility) Antenna – Tower Excavation or Fill – Commercial Public Utility Substation Storage – Outdoor Storage of Mine, Quarry, Sand or Gravel Pit Products Utility, Major Utility, Minor Recreational Use – Large, Outdoor Animal exhibits Animal Rehabilitation Center	Hotel Motel Cultural Facility Hospital Public Assembly Hall,Area Bank Bank, Drive-Through Bar/Night Club Car Wash Car Wash, Incidental Convenience Gas Station Drive-Through Facilities Animal Boarding Facility or Kennel Dry Cleaner Eating Establishment, Drive-through Eating Establishment, Take-Out Equipment Sales & Service Gas Pump Gasoline Station *Landscape Service Mail Service Mini-Warehouse Motor Vehicle Maintenance Motor Vehicle Rental Motor Vehicle Repair Motor Vehicle Sales Motor Vehicle Service Bay Parking – Commercial Public Assembly Hall or Area Retail Sales - Outdoor Retail Sales & Service Retail Sales - Temporary *Stable – Public *Animal Shelter Quarry Shopping Center Storage – Outdoor Theater Warehouse Wholesale Trade Freight & Truck Terminal Parking – Commercial Taxi & Limo Service Contractor Yard Incinerator Junk Yard Machinery/Heavy Equipment Sales and Service Manufacturing – Heavy Manufacturing – Light Solid Waste Collection Site Solid Waste Transfer Site

* indicates uses which shall be subject to Site Plan Review. Uses subject to site plan review by the Development review Board are to (a) to assure the project's compatibility with its location and the Montpelier Municipal Plan, (b) to promote the highest quality design for such development, and (c) to prevent and/or mitigate potentially negative impacts resulting from the development.

Additional Development Standards

- ☐ Inclusionary Housing requirement
- ☐ Housing Replacement requirement
- ☐ Flood Hazard Overlay

Incentives

- ☐ Infill and higher density

Neighborhood Specific Development Standards

Berlin Street

Cliffside: Historic District/Design Review

College Hill: Historic District/Design Review

Franklin Street: Historic District/Design Review

Liberty Street: Historic District/Design Review

Prospect Street

Redstone: Historic District/Design Review

The Meadow: Historic District/Design Review

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Zoning District

Gateways
(Western-OP/GB)

Purpose and Description

The Gateway District includes significant entrances to the City, located on major arterial roadways. The city has an interest in maintaining the character of the district as attractive, welcoming, and environmentally scenic places, not marred by development that detracts from their scenic, natural character. These corridors lead travelers to the urban core. New projects will need to consider transit, pedestrian and bicycle transportation, energy efficiency and renewable energy, the integration of mixed use to promote economic viability, and affordable housing needs. The Office Park neighborhood of the western gateway district is an area designated for planned commercial development, with a park-like setting utilizing substantial areas of undeveloped land which is currently primarily wooded or open meadow, and adjacent or visible to major highway routes into the city and from elsewhere in the city. The Corridor neighborhood is the principal gateway to the city, and will be developed with the scenic character of the area as a priority.

Density & Dimensional Standards

Density Standards

Minimum residential density	6 units/acre
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Dimensional Standards

Minimum Lot Size	n/a
Maximum Lot Size	n/a
Minimum Road Frontage	see neighborhood
Maximum Impervious Surface Coverage	see neighborhood

Principle Structure

Minimum Front Setback	see neighborhood
Build to line ¹	see neighborhood
Minimum Side & Rear Setback	10 ft
Maximum Building Height	45 ft

Accessory Structure

Minimum Front Setback	see neighborhood
Minimum Side & Rear Setback	see neighborhood
Maximum Building Height	30 ft.

Buffers

Lakes and ponds	50 ft
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Named rivers and streams	50 ft
Unnamed rivers and streams	20 ft
Wetlands	50 ft

Streetscape Standards

All improvements must be sited so as not to block scenic views from the district. There shall also be a 25' wide green space buffer on both sides of Memorial Drive, where either natural forest or native species and street trees are planted every 30 feet.

Permitted & Conditional Uses

Permitted Uses are those uses that are designated to be appropriate in each of the city's zoning districts, as indicated on the current City of Montpelier Zoning Map.

Conditional Uses are those uses or development activities that may not be appropriate generally throughout a zoning district. However, such uses or development activities when properly conditioned may not be detrimental to the public health and welfare, and, therefore, may be appropriate.

Prohibited Uses are those uses not allowable in the zoning district.

For zoning permitting procedure see section X.

Permitted Uses	Conditional Uses	Prohibited Uses
Dwelling, Single-family	*Group Home	Convenience Commercial
Dwelling, Two-family	*Group Housing	Contractor Yard
*Dwelling, Multi-family	*Residential Care Home	Excavation or Fill –
Dwelling, Mobile Home/	*Bed and Breakfast	Commercial
Manufactured Home	*Hotel	Manufacturing – Heavy
Accessory Apartment	*Inn	Quarry
*Boarding/Rooming House	*Tourist Home	Storage of Mine, Quarry,
Child Care – Home	*Convenience commercial	Sand or *Gravel Pit
*Family Care – Home	*Warehouse	Products
*Housing for the Elderly	*Community Care Home	Incinerator
*Church, Synagogue, Place of	*Emergency Shelter	Slaughter house
Worship	Antenna – Tower	Solid Waste Collection Site
*Academic Institution	*Machinery/Heavy Equipment Sales and	Solid Waste Transfer Site
*Art Gallery/Museum	Service	Outdoor Storage
*Community Center	*Manufacturing – Light	Car Wash
*Cultural Facility	*Public Utility Substation	Convenience Gas Station
*Medical Clinic	*Club	Drive-Through Facilities
*Nature Center	*Child Care Facility	Eating Establishment,
*School	*Dormitory	-Drive-through
*Public Assembly Hall or Area	*Hospital	Gas Pump
*Animal Care/Veterinarian	*Animal Boarding Facility or Kennel	Gasoline Station
*Artisan Studio.	*Light manufacturing	Storage – Outdoor
*Safety Service Facility	*Wholesale Trade	Freight & Truck Terminal
*Catering Service	*Bank	Motor Vehicle
*Funeral Home	*Bank, Drive-Through	Maintenance
Home Occupation	*Bar/Night Club	Motor Vehicle Rental

*Mail Service *Medical & Dental Laboratory *Medical Clinic *Office *Research Facility *Yard Sale *Essential Services *Municipal Facilities *Passenger Terminal or Station *Taxi & Limo Service *Facility, Small Scale *Recreational Use – Indoor *Recreational Use – -Parks/ Playgrounds *Animal exhibits	*Business Services *Car Wash Incidental *Dry Cleaner *Eating & Drinking Establishment *Eating Establishment, Take-Out *Equipment Sales & Service *Landscape Service *Animal Rehabilitation Center *Recreational Use – Large, Outdoor *Wireless Telecommunication Facility- small scale *Theater *Retail Sales & Service *Retail Sales - Outdoor *Retail Sales - Temporary *Shopping Center *Outdoor Market *Parking – Commercial *Personal Service Establishment *Mini-Warehouse *Public Utility (pump station, water storage tank, water treatment facility)	- Motor Vehicle Repair - Motor Vehicle Sales - Motor Vehicle Service Bay - Junk Yard - Motel
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Additional Development Standards

- ☐ Inclusionary Housing requirement
- ☐ Housing Replacement requirement
- ☐ Flood Hazard Overlay

Incentives

- ☐ Density Bonuses

Neighborhood Specific Development Standards

The standards in this section for specific neighborhoods are in addition to or in combination with the procedures and standards for general development found elsewhere in these regulations.

Office Park Neighborhood: The Office Park Neighborhood is an area designated for planned commercial development, with a park-like setting utilizing substantial areas of

undeveloped land which is currently primarily wooded or open meadow, and adjacent or visible to major highway routes into the city and from elsewhere in the city.

Office Park Regulations.

1. Office Park Development Parcels.

- a. Minimum Size. Within the Office Park neighborhood (OP), all land shall be developed as part of “development parcels” of at least 10 acres.
- b. Master Plan. Development parcels shall be planned as integral areas and controlled by a master plan for the entire parcel. The master plan shall be adopted before subdivision of the parcel or resale of any portions of the parcel. The master plan shall be designed and reviewed according to the provisions for planned unit developments in § 308. Development of the parcel shall not proceed without approval of the master plan by the Development Review Board.

The master plan for the overall development parcel shall set forth specifications for the following:

- Interior roadways,
 - Utilities and drainage,
 - Layout of building sites and specific use relationships,
 - Minimum setbacks from main roadways and abutting zoning districts for all development sites,
 - Setbacks between buildings, roadways, and parking areas within the development parcel,
 - Type and design of the structures to be erected, and
 - Landscaping.
2. Individual Development Sites within an Office Park. Within a development parcel, there may be individual development sites which consist of a single building or cluster of buildings. Such sites may be developed individually after subdivision of the parcel or as part of a comprehensive development of the entire parcel. Both subdivision and development of such sites must conform to the adopted master plan for the parcel and the standards contained in § XXX and Article X.
 3. Minimum Lot Size for Sites. There are no minimum lot size requirements for individual development sites within the Office Park neighborhood when approved as part of the overall development parcel plan.
 4. Standards for Development Site Review. Subsequent applications for individual development sites, whether reviewed as subdivisions or design review/site plan review applications shall be reviewed by the Development Review Board according to the master plan for the overall development parcel.
 5. Specific Design Guidelines. The Office Park neighborhood shall be subject to design control review. All proposed projects shall be reviewed by the Development Review Board under the provisions for design review in § XXX using the criteria specified below:
 - a. Site development shall provide visual protection for gateways to city and view corridors.

- b. Minimum set-backs shall be established for each development parcel from main roadways to retain natural terrain and landscape vegetation as a buffer between main roadway and new construction.
- c. Protection shall be established for natural terrain, vegetation, and ridges with minimum intrusion of new development by:
 - (1) clustering of development on site to maximize the preservation of open areas and conform with the natural topography.
 - (2) building on areas of minimum slope with minimum use of cut and fill.
 - (3) height, width, bulk and materials of buildings which create a development profile consistent with dominant expanse of mainly forested hillsides and ridges as seen from the main roadway entrances concerned and from elsewhere in the city.
- d. Internal relationships between individual units of the planned commercial development shall be designed so as to provide a well-landscaped harmonious development, with compatible materials, building elements, and signage throughout the development.
- e. Parking shall be provided as specified in § XXX and may be clustered or divided as appropriate to achieve adequate circulation and an attractive visual relationship to the existing landscape.
- f. All utilities shall be placed underground (except for existing major transmission lines). Public lighting shall be included in all office park planning and shall be color-balanced lighting, such as provided by metal halide lamps.

Western Corridor Neighborhood:

The Western Corridor is one of the main entryways to the city, and enjoys a scenic view of mountain forest and development with buffers that help the buildings blend in with the natural environment.

The dimensional standards in this neighborhood are designed to complement existing development and maintain the views, buffers, and scenic character of the area. As such, there are no specific standards for setbacks and road frontage; proposed developments must demonstrate that they are compatible with adjacent properties and others in the district. Maximum height restrictions of 45 feet also apply.

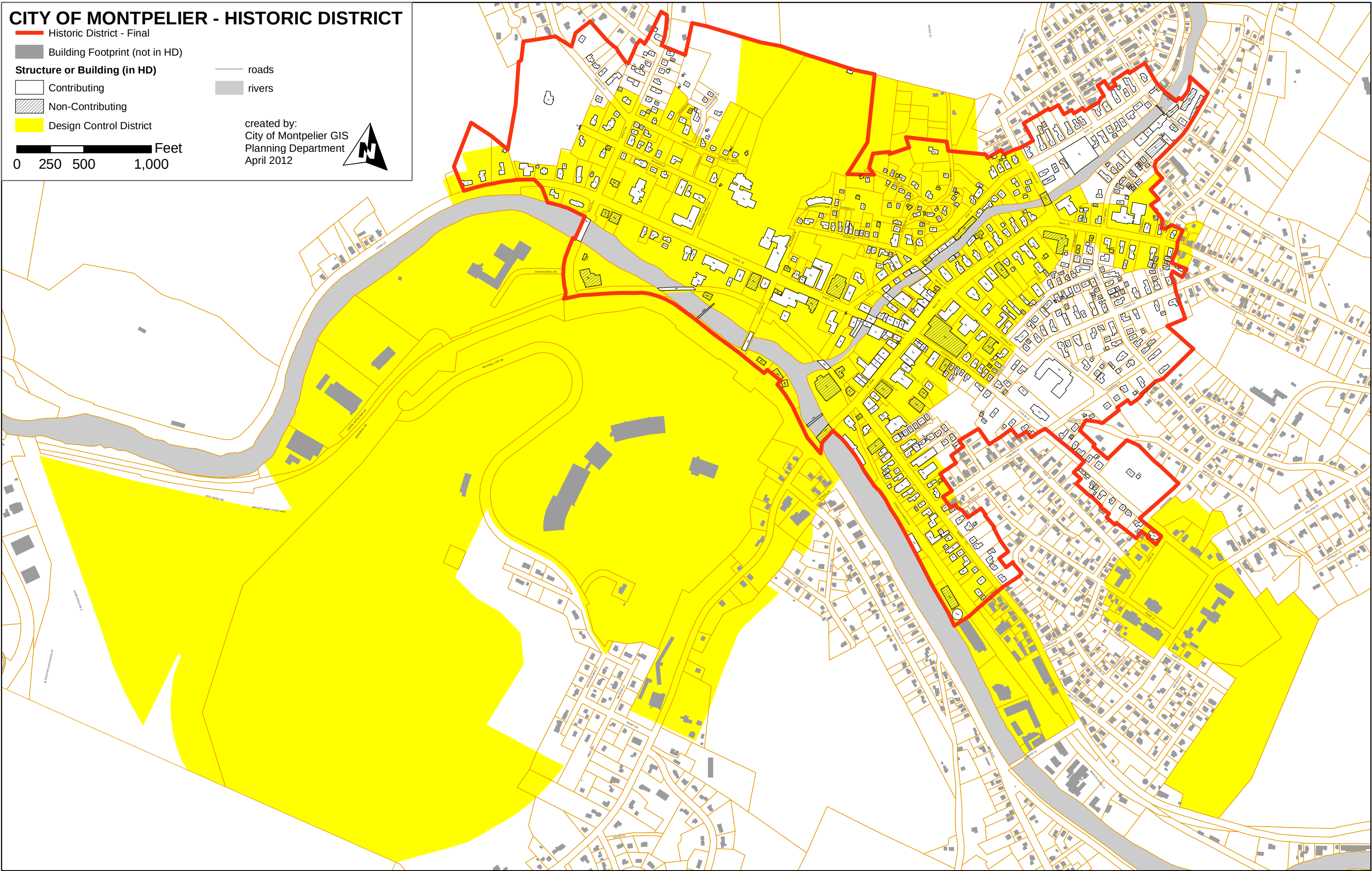
CITY OF MONTPELIER - HISTORIC DISTRICT

- Historic District - Final
- Building Footprint (not in HD)
- Structure or Building (in HD)**
 - Contributing
 - Non-Contributing
 - Design Control District

0 250 500 1,000 Feet

- roads
- rivers

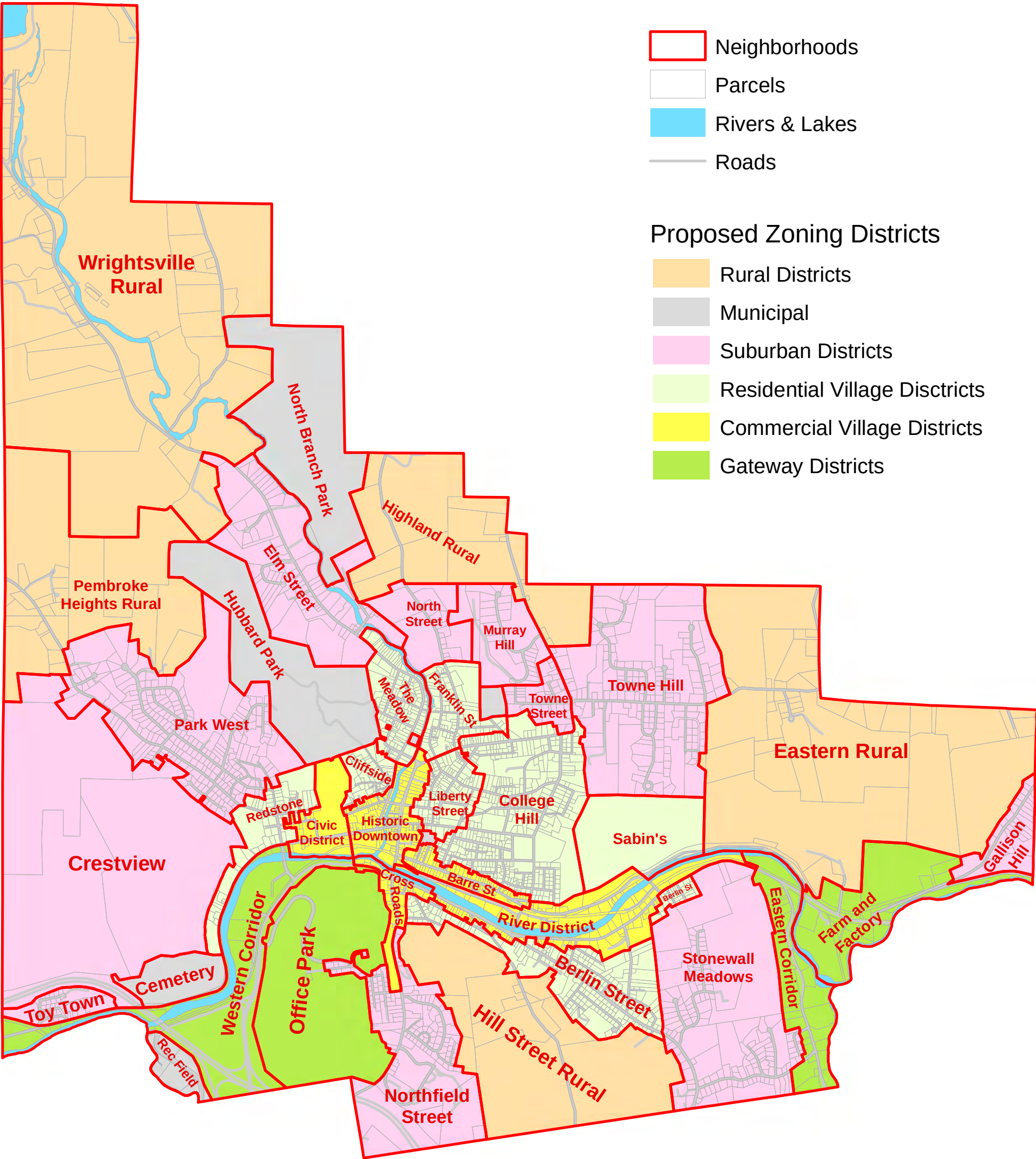
created by:
City of Montpelier GIS
Planning Department
April 2012



CITY OF MONTPELIER

DRAFT CAPITAL AREA NEIGHBORHOODS AND DRAFT PROPOSED ZONING DISTRICTS

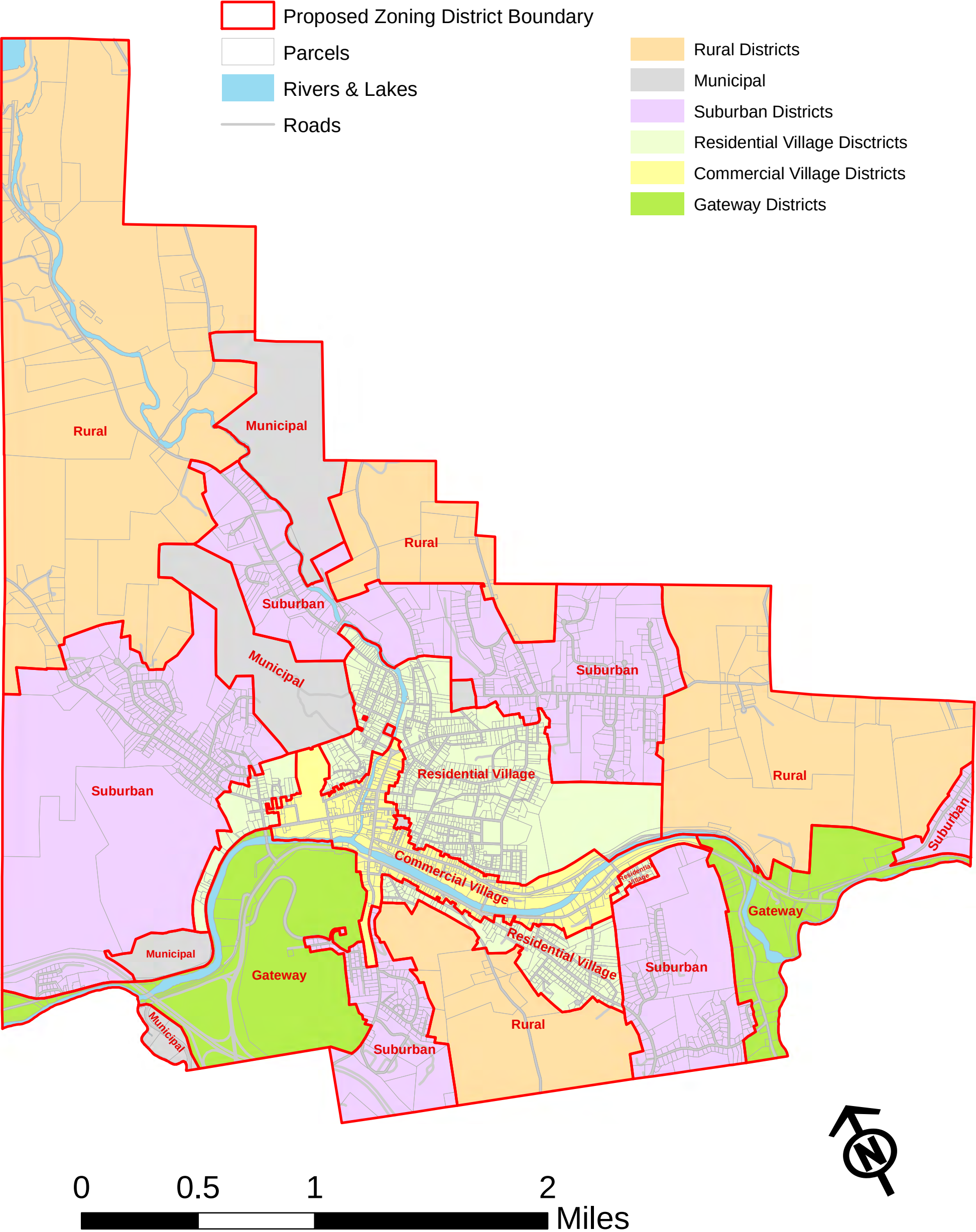
UPDATED APRIL 11, 2012

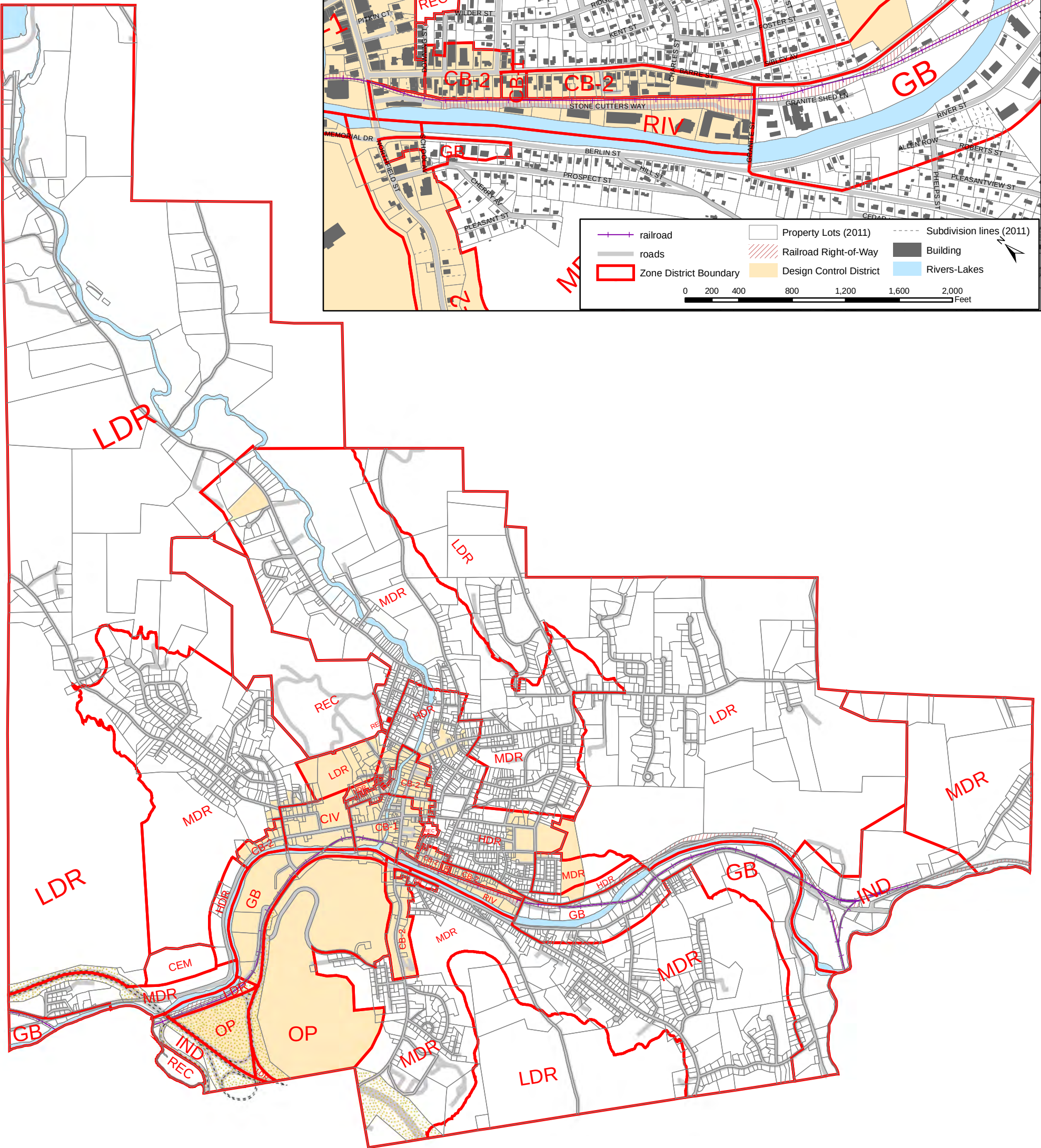
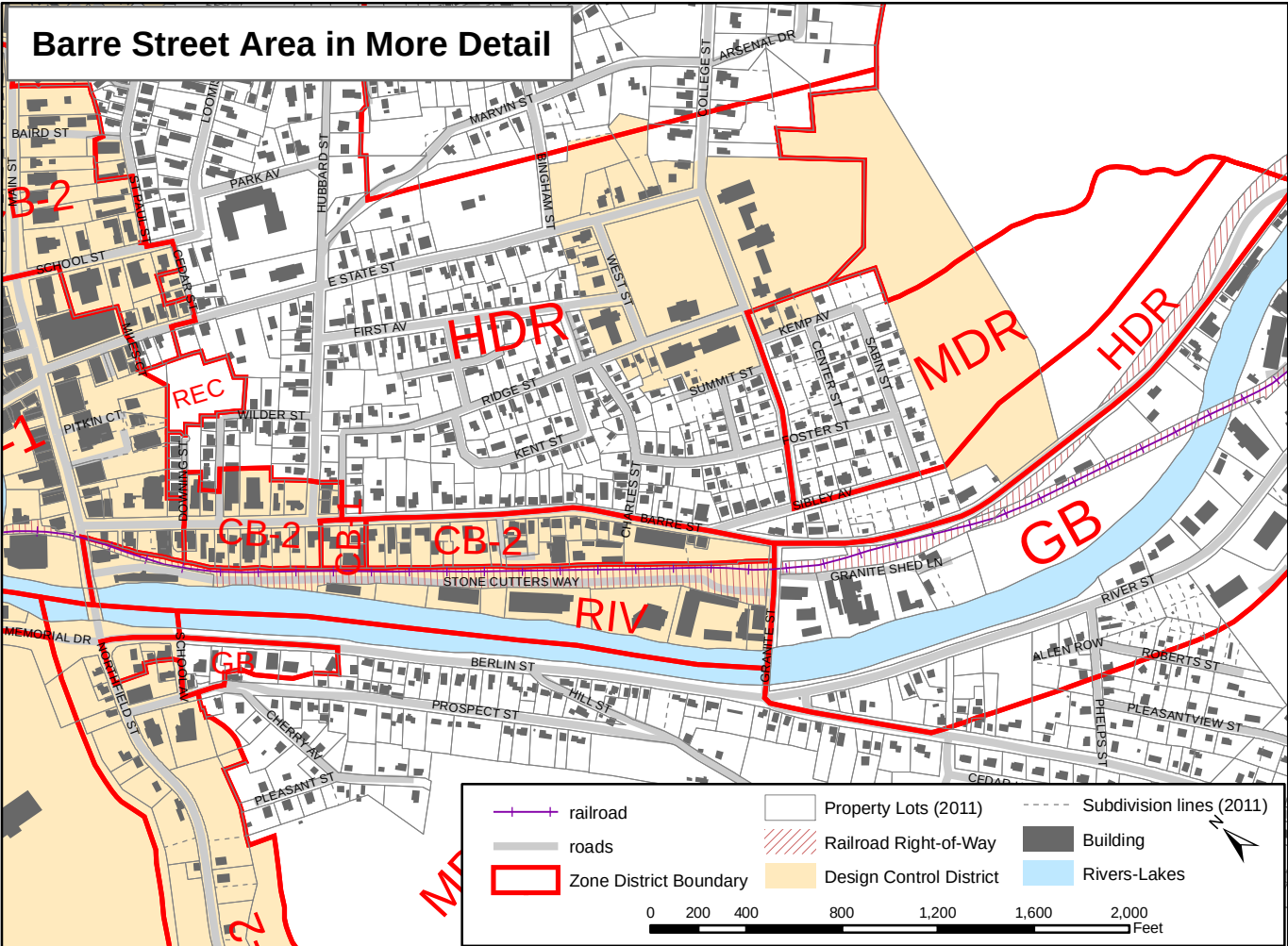


CITY OF MONTPELIER

DRAFT PROPOSED ZONING DISTRICTS

UPDATED APRIL 11, 2012





CITY OF MONTPELIER ZONING MAP, 2011

		ADDITIONS	ADOPTION DATE	EFFECTIVE DATE	
Parcel Boundary	CB-I Central Business I	Boundary Change (Greenwood Ter.)	6-14-1995	7-05-1995	
Zoning District Boundary	CB-II Central Business II	Boundary Change (Berlin and Northfield Sts.)	6-12-1996	7-03-1996	
railroad	CIV Civic	Boundary Change (46 East State Street)	11-12-1997	12-03-1997	
Railroad Right-of-Way	OP Office Park	Boundary Mapping Correction (Putnam St.)		2-10-1998	
State Road ROW	RIV Riverfront	District Creation (Riverfront District)	1-10-2001	1-31-2001	
I-89 Interchange	GB General Business	Interim Restricted Development District	8-06-2003	8-06-2003	
Rivers-Lakes	IND Industrial	Boundary Change (GB to CBII & Design Control)	9-24-2003	10-15-2003	
Design Control District	LDR Low Density Residential				
	MDR Medium Density Residential				
	HDR High Density Residential				
	REC Recreation				
	CEM Cemetery				

THIS MAP IS FOR PLANNING PURPOSES ONLY. IT IS NOT TO BE USED FOR DESCRIPTION, CONVEYANCE, OR DETERMINATION OF LEGAL TITLE OR AS A CONSTRUCTION DRAWING

Prepared by:
City of Montpelier GIS
Dept. of Planning & Community Development
November 2011