



Agenda

Design Review Committee Meeting

Monday, April 6, 2026 at 5:30 PM

PARTICIPATION IN PERSON OR BY REMOTE MEANS:

City Council Chambers, City Hall

OR

Join Zoom Meeting (preferably by 5:20 PM)

Link: <https://us06web.zoom.us/j/83352253149?pwd=32mu0s9B49WGN1MEUaEN4aXm887x7V.1>

Call In: (929) 205-6099

Meeting ID: 833 5225 3149

Passcode: 850462

Members: Stephen Everett (Chair), Ben Cheney (Vice-Chair), Eric Gilbertson, Martha Smyrski, Liz Pritchett (Alternate) and Rebekah Owens (Alternate)

Please note that this agenda is subject to change.

1. Remote Attendees log in. Preferably by 5:20 PM
2. Call to Order by the Chair
3. Staff review remote meeting procedures and process, related questions may be asked at this time.
4. Approval of the Agenda
5. Comments from the Chair
6. **143 Main St**
Applicants/Owners: Tim & Donna Heney
Review new railing and change from brick to blue stone on front steps
7. **69 & 71 Main St**
Owner/Applicant: Heney Family Main Street LLC
Replacement of door, transom, and sidelights at 71 Main St (Splash) and replace 6 windows at 69 Main St (Kinney Drugs)
8. **Informal Consult** - Parks Dept: Pedestrian Bridge Educational Sign



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9. Review and Approve Minutes: 03 16 2026

10. Other Business

Next Regular Meeting: 04 20 2026

11. Adjournment

The meetings are open to the public in person, via telephone, or through the Zoom web meeting platform. There is also the option to view live streaming of the meeting over ORCA Media. For questions about accessibility, including technological difficulties, or to request special accommodations, please call the Montpelier Planning Department at 802-223-9506 or email the Planning and Zoning Administrator, Meredith Crandall, at mcrandall@montpelier-vt.org. Prior to attending a remote Design Review Committee meeting, please review the remote meeting procedures, available here: <https://www.montpelier-vt.org/1168/How-to-participate-in-public-meetings-re>

RE: Sign on pedestrian bridge

From Meredith Crandall <mcrandall@montpelier-vt.org>

Date Wed 3/18/2026 4:17 PM

To Alec Ellsworth <AEllsworth@montpelier-vt.org>

Cc Alex McKearin <amckearin@montpelier-vt.org>; Nicholas Gauthier <ngauthier@montpelier-vt.org>

 1 attachment (180 KB)

confluence park sign mockup.jpg;

Alec,

I don't see this needing a zoning or river hazard permit.

It's a de minis addition of a sign on an existing City-owned bridge when it comes to river hazard impact.

It's either public art not attached to a building, or a public sign in a public right of way (even if not a road) when it comes to zoning. The former is exempt from design review, and the latter is exempt from sign permits.

It would be respectful to visit the Design Review Committee for their informal input, but isn't required. If you want to present it at a Design Review Committee meeting under "other business" - the next potential meeting is April 6th at 5:30 pm. We'd need to know by Monday the 30th so that I can put the project on the agenda, and preferably have some more plan or photo context to share with them.

Thanks,

Meredith

Meredith Strobridge Crandall (she/her/hers)
Planning and Zoning Administrator
City of Montpelier

(Physical address) – 1 Blanchard Ct, Suite 205

(Mailing address) – City Hall, 39 Main Street

Montpelier, VT 05602

(Office): 802-262-6270

mcrandall@montpelier-vt.org

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From: Alec Ellsworth <AEllsworth@montpelier-vt.org>

Sent: Monday, March 16, 2026 4:36 PM

To: Meredith Crandall <mcrandall@montpelier-vt.org>

Cc: Alex McKearin <amckearin@montpelier-vt.org>

Subject: Re: Sign on pedestrian bridge

Oops forgot the attachment.

Also for clarity this is just a mockup of where we'd like to put the sign on the bridge. Obviously it won't be just a bunch of white panels...

Thanks!

Alec

From: Alec Ellsworth <AEllsworth@montpelier-vt.org>

Sent: Monday, March 16, 2026 4:33 PM

To: Meredith Crandall <mcrandall@montpelier-vt.org>

Cc: Alex McKearin <amckearin@montpelier-vt.org>

Subject: Sign on pedestrian bridge

Hi Meredith,

We have a grant to put a sign up on the pedestrian bridge over the North Branch about the Confluence of the 2 Rivers. Please see attached for a rough idea of what the sign will look like. It will have 3 panels with info about the Confluence and the history of that area.

Are there any permitting or other approvals needed from Planning to move forward with this concept?

Thanks,

Alec

Alec Ellsworth

Montpelier Parks & Trees Director, Tree Warden

aellsworth@Montpelier-vt.org

(802) 585-7673

The Parks & Trees Department is part of the Montpelier Community Services Department, which also includes the Recreation Department, and the Senior Activity Center.



**Montpelier Design Review Committee Meeting
March 16, 2026**

Subject to review and approval

This public meeting was recorded, and the video will be available for viewing at this link:
<https://www.montpelier-vt.org/1094/CivicClerk>

Present: Steve Everett, Eric Gilbertson, Martha Smyrski, Rebekah Owens (alternate), Meredith Crandall – staff, ORCA Media – recording.

Call to order: The meeting was called to order by the Chair, Steve Everett.

Staff to review remote meeting procedures and processes, related questions may be asked at this time: As there were people attending remotely, staff gave a summary of how to participate in the hybrid model.

Approval of the agenda: Eric made a motion to approve the agenda as printed, Martha seconded. The motion passed on a 4-0 vote.

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

54 Main Street

**Owner: Overlake Park, LLC Applicant: Sign Design for Marathon Sports
Review new sign and lighting.**

John Miller from Sign Design was present for the application.

The proposed sign will be wall mounted and 13.5" tall, 12' wide, 1/2" thick, with lighting. The lighting will be three goose neck lights, similar to the neighboring business's lights. Letters will be direct-mounted to sign band. Conduit for lights will be painted to match background, similar to other lighting on the building. Meredith mentioned need to comply with lumen max.

Committee gave option for four lights if needed for coverage.

The applicable criteria were reviewed and determined to be acceptable.
The application was approved on a 4-0 vote.

Review minutes from March 2, 2026: Martha made a motion to approve the minutes as presented, Eric seconded. The motion carried.

Other business: The next meeting is April 6, 2026.

Adjournment: Eric made a motion to adjourn, Martha seconded. The motion passed on a 4-0 vote.

Respectfully submitted,
Tami Furry
Recording Secretary