



Agenda

for the Meeting of the Development Review Board

Monday, June 15, 2026 at 7:00 PM

PARTICIPATION IN PERSON OR BY REMOTE MEANS

City Council Chambers, City Hall

39 Main Street, Montpelier, VT

OR

Join Zoom Meeting (preferably by 6:50 PM)

Link:

<https://us06web.zoom.us/j/87566355337?pwd=gHbWHHUZLRkWH1g4M>

Call In: (929) 205-6099

Meeting ID: 875 6635 5337

Passcode: 084284

Members: Robert Goodwin (Chair), Katharine Burgess (Vice Chair), Elvira Dana, Alex Halasz, Bill Jolley (alternate), Bryan Jones, Joseph Ryan Kiernan, and Kevin O'Connell.

Please note: Changes in the agenda may occur

- 1) Remote Attendees log in. Preferably by 6:50 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) **0 (48) Northfield St**
Owner/Applicant: Elliott LLC
Major Site Plan review for new 3-story, 14 Dwelling Unit building with 12-space parking lot requiring DRC, and min parking + height waivers from DRB
Location Detail: Parcel #113-052001, between 52 Northfield St and 1 Prospect St
- 7) **0 (64) Northfield St**
Owner/Applicant: Elliott LLC



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Major Site Plan review for new 3-story, 14 Dwelling Unit building with 12-space parking lot requiring DRC, and min parking + height waivers from DRB

Location Detail: Parcel #113-056001, between 56 & 68 Northfield St

8) 9 Heaton St

Applicant: Downstreet Housing & Community Development

Owner: Washington County Mental Health Services

Conditional Use and Major Site Plan review for major renovation to convert existing structure into 20 dwelling units, including addition of elevator and stair tower with footprint and height waiver requests

9) Review and Approve Minutes: 06 01 2026

10) Other Business: Next Regular Meeting - July 6th

NO MEETING JULY 20th

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 Development Review Board meeting, please review the remote meeting procedures, available here: <https://www.montpelier-vt.org/1168/How-to-participate-in-public-meetings-re>

Montpelier Development Review Board Meeting June 1, 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: Robert Goodwin, Katharine Burgess, Alexandra Halasz, Kevin O'Connell, Elvira Dana, Meredith Crandall – staff, ORCA Media - recording.

Call to order: The meeting was called to order by the Chair, Rob Goodwin.

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

Approval of the agenda: Alex made a motion to approve the agenda with the date of the minutes to be approved to be corrected. Kevin seconded. The motion passed on a 5-0 vote.

Report on interrupted May 18 permit hearing – staff: The open hearing was interrupted by the fire alarm that closed the meeting. The two Northfield Street applications had to be rewarned. The one that was being discussed will need to be reopened and continued from where the hearing was interrupted.

Rob mentioned breaking up the big application reviews—i.e. lighting, landscaping—among the board members to make sure details are covered well and the Chair isn't doing all the substantive speaking as well as managing the meeting flow. After discussion, it was decided to try this method for new applications on June 15.

671 Gallison Hill Road (withdrawn from DRB jurisdiction) – staff update: The application was for a footprint waiver. The warning for the meeting went out, then the application was revised so it was administratively approved. Notices were then sent to abutters that the hearing was cancelled and that the application was administratively approved.

Review meeting minutes from May 18, 2026 and March 16, 2026: On the May meeting, it should be noted that the one hearing was interrupted and the third not opened due to the fire alarm and the need to evacuate. Alex made a motion to approve the minutes as corrected, Katharine seconded. The motion passed on a 5-0 vote.

Katharine made a motion to approve the March minutes, Alex seconded. The motion passed unanimously.

Other Business: The next meeting will be June 15, 2026.

Meredith mentioned that the board members may want to check into changes to zoning maps that the Planning Commission is making. Rob mentioned that a DRB board member may want to also sit on the Planning Commission.

Adjournment: Kevin made a motion to adjourn, Katharine seconded. The motion was approved.

Respectfully submitted,

Tami Furry
Recording Secretary