



Agenda

for the Meeting of the Development Review Board

Tuesday, September 8, 2026 at 7:00 PM

PARTICIPATION IN PERSON OR BY REMOTE MEANS:

City Council Chambers, City Hall

OR

Join Zoom Meeting (preferably by 6:50 PM)

Link: <https://us06web.zoom.us/j/87309432635?pwd=5Dzt3OI1FRRUFhtFDd0wgaWddHV2fn.1>

Call In: (929) 205-6099

Meeting ID: 873 0943 2635

Passcode: 847984

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) Report on 08/03/2026 Deliberative Actions (144 Elm St)
- 7) **567 Hill St**
Applicant: Jacob Rogen: Rogen Design Build
Owner: James J. Hessler
256 SF Addition to Single Family Home involving Steep Slopes
- 8) **Review and Approve Minutes: 08 03 2026 and choose long or short form for new minutes system**
- 9) Other Business: Next Meeting - Monday Sept. 21st (if continuation)



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otherwise Monday, October 5th

10) 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

August 3, 2026

7:00pm at 39 Main St in the City Council Chambers

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: Kevin O'Connell, Robert Goodwin, Katharine Burgess, Joe Kiernan, Alexandra Halasz, Bryan Jones, Elvira Dana, Bill Jolley, Meredith Crandall – staff, ORCA Media - recording.

Also in attendance: Kathleen Keenan, Kim Bent, Bob McCullough, Lucky Boardman, Stephen Whitaker, Paul Carnahan.

Call to order: The meeting was called to order by the Chair, Rob Goodwin at approximately 7:00pm

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 adjust the agenda to move the elections to the end of the meeting and there was a second. The amended agenda was approved.

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

Report on deliberative session actions: 9 Heaton Street from June 29; 55-69 Granite Shed Lane from July 6: The board has rendered and is drafting the decision for Heaton Street. Deliberations are still ongoing for Granite Street.

144 Elm Street

**Owner: 144 Elm Street Apartments, LLC Applicant: Vermont Rental Solutions
Demolition of historic structure and conditional use approval for surface parking as interim primary use with site updates.**

Lucky Boardman was in attendance for the application. He, Paul Carnahan from the Historic Preservation Commission, and others were sworn in.

Bob McCullough, from the Historic Preservation Commission, spoke about the project.

There are two issues – the demolition of the existing building/s and making a parking lot.

Kathleen Keenan and Kim Bent from 128 Elm Street spoke about their concerns with the lot being used as a parking lot now and the property not being cleaned up. They had questions

about whether the city has a parking agreement for the lot or if it was a church agreement with neighbors. They also had concerns about car lights going into their windows, safety issues, and noise level/debris with demolition.

The current parking is leased to Capstone.

Stephen Whitaker provided comments on concerns he had about the process.

Joe made a motion to close the hearing and go into deliberative session after the meeting. Kevin seconded. The motion passed on a 7-0 vote.

Review meeting minutes from June 29, 2026 and July 6, 2026: Kevin made a motion to approve the June 29, 2026 minutes, Katharine seconded. The motion passed unanimously.

Alex made a motion to approve the July 6, 2026 minutes, Bryan seconded. The motion passed unanimously.

Annual election of officers – Chair and Vice Chair: Kevin nominated Elvira as Chair, Rob seconded. The motion passed unanimously.

Kevin nominated Rob as Vice Chair, Joe seconded. The motion passed unanimously.

Other Business: The next scheduled meeting will be August 17, 2026. So far, there are no applications for that date, so that moves the next meeting to September 8.

Adjournment: Joe made a motion to close the meeting and move into deliberative session. Katharine seconded. The motion was approved on a 7-0 vote.

Respectfully submitted,

Tami Furry
Recording Secretary

Development Review Board - Meeting Minutes - August 3, 2026

City of Montpelier

August 3, 2026 at 7:00 PM

DRAFT — Not yet approved

Meeting Minutes

Meeting called to order at 7:00 PM by Robert Goodwin with a roll call vote.

Roll Call:

- Alexandra Halasz (Member) — Present
- Bryan Jones (Member) — Present
- Elvira Dana (Member) — Present
- Joseph Ryan Kiernan (Member) — Present
- Katharine Burgess (Vice Chair) — Present
- Kevin O’Connell (Member) — Present
- Robert Goodwin (Chair) — Present
- Bill Jolley (Alternate Member) — Present (non-voting)

Also present: Meredith Crandall (Zoning Administrator)

Call to Order and Remote Meeting Procedures

Zoning Administrator Meredith Crandall reviewed the remote meeting procedures for Zoom and Orca Media participants, explaining how to participate, mute microphones, and raise hands to speak.

Approval of the Agenda

Chair Robert Goodwin asked for approval of the agenda, noting that officer elections are traditionally done at the end of the meeting.

The Board unanimously passed a motion to amend the agenda to do officer elections at the end of the meeting. *Moved by Alexandra Halasz, seconded by Joseph Ryan Kiernan.*

The amended agenda was then approved.

Member Introductions and Chair's Comments

Members introduced themselves for the record. Mr. Goodwin noted that Bill Jolley was participating as a non-voting alternate. Mr. Goodwin provided updates on recent decisions, including 9 Heaton Street, 31 College Street, and Downing Street parking, noting that the decisions had been issued. He also noted that Granite Shed Lane remained in process.

144 Elm Street - Historic Demolition and Conditional Use

Ms. Crandall provided the staff report regarding the application by Vermont Rental Solutions for demolition of a historic structure and conditional use for surface parking. She noted the building is a contributing historic structure in the downtown historic district and was flood-impacted. Demolition requires Development Review Board approval, and surface parking as a primary use is a conditional use. Lucky Boardman presented for the applicant, stating the building was severely damaged and saving any part of it would add approximately \$500,000 to the project cost. The goal was to level the lot and eventually build 40 to 50 residential units.

Bob McCullough from the Historic Preservation Commission recommended salvaging the front 12 feet of the building to preserve the streetscape, estimating the cost at \$200,000 to \$300,000. The board discussed the economic viability and public benefit standards for demolition. Board members questioned the feasibility of preserving the facade and the timeline for future development.

The board also reviewed the conditional use for the parking lot, confirming with the applicant that the 18 existing spaces would be maintained for Capstone's use until construction permits for the new building are secured. Erosion control, stormwater management, and landscaping were discussed, with the applicant agreeing to retain existing trees and implement standard erosion control measures.

Kathleen Keenan of 128 Elm Street raised concerns about the deterioration of the existing parking lot, trash, vandalism, lighting impacts, and coordination of tree removal. She asked about protections for neighbors during demolition and how the neighborhood factors into the public benefit standard.

Kim Bent of 128 Elm Street echoed concerns about the parking lot becoming a junkyard and asked about the parking arrangements and agreements with Capstone.

Stephen Whitaker of Montpelier objected to segmenting the project review between demolition and future development. He raised concerns about combined sewer overflow impacts from high-density housing, the feasibility of district heat, and suggested relocating the core historic structure instead of demolishing it.

The Board unanimously passed a motion to close the hearing and take up the deliberations on this application at the end of this meeting. Moved by Joseph Ryan Kiernan, seconded by Katharine Burgess.

Approval of Minutes - June 29, 2026

The board briefly reviewed the minutes from June 29.

The Board unanimously passed a motion to approve the minutes from June 29. Moved by Kevin O'Connell, seconded by Katharine Burgess.

Approval of Minutes - July 6, 2026

The board briefly reviewed the minutes from July 6.

The Board unanimously passed a motion to approve the minutes from July 6. Moved by Alexandra Halasz, seconded by Bryan Jones.

Annual Election of Officers

Mr. Goodwin expressed willingness to step down as Chair and serve as Vice Chair to rotate leadership. Kevin O'Connell nominated Elvira Dana for Chair. Ms. Dana accepted the nomination with a request for support.

The Board unanimously passed a motion to elect Elvira Dana as Chair until August 2027. Moved by Kevin O'Connell, seconded by Robert Goodwin.

Mr. O'Connell then nominated Mr. Goodwin for Vice Chair, which he accepted.

The Board unanimously passed a motion to elect Robert Goodwin as Vice Chair until August 2027. Moved by Kevin O'Connell, seconded by Joseph Ryan Kiernan.

Adjournment to Deliberative Session

Ms. Crandall noted there were no applications for the August 17 meeting, so the next meeting would be September 8. The board then moved to conclude the public hearing and enter deliberative session for the 144 Elm Street application.

The Board unanimously passed a motion to conclude the public meeting and move to deliberative session. Moved by Joseph Ryan Kiernan, seconded by Katharine Burgess.

The meeting adjourned at approximately 9:38 PM.

Respectfully submitted,

Planning Department Staff with drafting assistance from AI software

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Development Review Board - Meeting Minutes - August 3, 2026

City of Montpelier

August 3, 2026 at 7:00 PM

DRAFT — Not yet approved

Meeting Minutes

Meeting called to order at 7:00 PM by Robert Goodwin with a roll call vote.

Roll Call:

- Alexandra Halasz (Member) — Present
- Bryan Jones (Member) — Present
- Elvira Dana (Member) — Present
- Joseph Ryan Kiernan (Member) — Present
- Katharine Burgess (Vice Chair) — Present
- Kevin O’Connell (Member) — Present
- Robert Goodwin (Chair) — Present
- Bill Jolley (Alternate Member) — Present (non-voting)

Also present: Meredith Crandall (Zoning Administrator)

Remote Meeting Procedures

Meredith Crandall reviewed the remote meeting procedures for Zoom and Orca Media participants.

No public comment.

Approval of the Agenda

The board considered adjusting the agenda to move officer elections to the end of the meeting.

No public comment.

The Board unanimously passed a motion to amend the agenda to do officer elections at the end of the meeting. *Moved by Alexandra Halasz, seconded by Joseph Ryan Kiernan.*

Member Introductions and Chair’s Comments

Members introduced themselves and Robert Goodwin provided updates on recent decisions and ongoing processes.

No public comment.

144 Elm Street - Historic Demolition and Conditional Use

The board reviewed the application by Vermont Rental Solutions for the demolition of a historic structure and conditional use for surface parking.

Kathleen Keenan of 128 Elm Street raised concerns about the deterioration of the existing parking lot, trash, vandalism, lighting impacts, coordination of tree removal, protections for neighbors during demolition, and how the neighborhood factors into the public benefit standard.

Kim Bent of 128 Elm Street echoed concerns about the parking lot becoming a junkyard and asked about the parking arrangements and agreements with Capstone.

Stephen Whitaker of Montpelier objected to segmenting the project review, raised concerns about combined sewer overflow impacts from high-density housing, questioned the feasibility of district heat, and suggested relocating the core historic structure instead of demolishing it.

The Board unanimously passed a motion to close the hearing and take up the deliberations on this application at the end of this meeting. Moved by Joseph Ryan Kiernan, seconded by Katharine Burgess.

Approval of Minutes - June 29, 2026

The board reviewed the minutes from June 29, 2026.

No public comment.

The Board unanimously passed a motion to approve the minutes from June 29. Moved by Kevin O'Connell, seconded by Katharine Burgess.

Approval of Minutes - July 6, 2026

The board reviewed the minutes from July 6, 2026.

No public comment.

The Board unanimously passed a motion to approve the minutes from July 6. Moved by Alexandra Halasz, seconded by Bryan Jones.

Annual Election of Officers

The board discussed the election of the Chair and Vice Chair for the upcoming year.

No public comment.

The Board unanimously passed a motion to elect Elvira Dana as Chair until August 2027. Moved by Kevin O'Connell, seconded by Robert Goodwin.

The Board unanimously passed a motion to elect Robert Goodwin as Vice Chair until August 2027. Moved by Kevin O'Connell, seconded by Joseph Ryan Kiernan.

Adjournment to Deliberative Session

The board discussed concluding the public hearing to move into deliberative session for the 144 Elm Street application and noted upcoming meeting dates.

No public comment.

The Board unanimously passed a motion to conclude the public meeting and move to deliberative session. *Moved by Joseph Ryan Kiernan, seconded by Katharine Burgess.*

The meeting adjourned at approximately 9:38 PM.

Respectfully submitted,

Planning Department Staff with drafting assistance from AI software

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