Montpelier Development Review Board Meeting
August 19, 2019

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

Present: Daniel Richardson, Kevin O'Connell, Kate McCarthy, Ryan Kane, Robert Goodwin (arrived late), Clare Rock (alternate), Michael Lazorchak, Meredith Crandall – staff.

Call to order: The meeting was called to order by the Chair, Dan Richardson.

Approval of the agenda: Kevin made a motion to approve the agenda as presented, Ryan seconded. The motion passed on a 6-0 vote (Dan, Kevin, Kate, Ryan, Clare, Michael). There were no nay votes or abstentions. Rob was not yet present.

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

Approval of minutes from July 22, 2019: Dan, Kate, Kevin, Clare, and Ryan were present. Clare made a motion to approve, Kevin seconded. The spelling of Marianne needs to be corrected. The corrected motion passed on a 5-0 vote (Dan, Kate, Kevin, Clare, and Ryan).

11 Baldwin Avenue (continued)
Owner: Ernest W. Gibson III by Margaret McCoy, POA and Charlotte H. Gibson
Applicant: Vermont Natural Resources Council
Change of use from residential to office.

Kate recused herself.

Brian Shupe from VNRC was present.

Some of the proposed parking spaces in the previous application didn't count toward the 5 total required for the application due to their location. Since then, the parking spaces have been reconfigured for a total for 6 spaces, two proposed for a new curb cut off of Terrace St. Applicant also asked for a waiver of the minimum parking requirement, to allow them the option of forgoing the Terrace Street parking area if it's not economically feasible.

Whether or not to approve the expansion of the conditional office use from 1,800 SF to the full, existing 2,660 SF of office space, largely depends on whether the proposed expansion of the conditional use has an undue, adverse effect on traffic – particularly if the Board allows Applicant the option of 4 off-street parking spaces by waiving one of the required minimum parking spots. Applicant reiterated that the proposal includes: secure bicycle storage within the building (to be built), showers for employees that bike or walk to work, nearby access to public transportation, and other incentives for alternative transportation. Further, Applicant is exploring providing a VNRC vehicle for work-related trips to incentivize employees' leaving their vehicles at home.

There were no members of the public to speak to the application.

Kevin made a motion to close the record and decide in deliberative session, Ryan seconded. The motion passed on a 5-0 vote with Dan, Kevin, Ryan, Clare, and Michael voting aye, there were no nays, Kate was a recusal, Rob was not yet present.

29 College Street
Owner/Applicant: Keith Schumacher
Review change of use to duplex and addition of a second driveway.

The applicant and Don Marsh from Grenier Engineering were in attendance.

The second driveway will provide for more than the minimum of off-street parking required.

DPW hasn't expressed concern with the spacing of the driveways, however, they have requested clarity regarding drainage of snow melt and stormwater. They have requested that the undergrowth be removed or trimmed back to provide for safe sight lines. The access will also require a construction and access permit from DPW. Per Applicant and Mr. Marsh, the neighbor does not want the shrubs trimmed back on her property.

Jose Aguilo from One Kemp, which is right across from the proposed driveway spoke. Per Mr. Aquilo, that side of the street is used daily going to the college and by people taking children to school – as it has a sidewalk. He requested that if the driveway is approved, to not allow parking there. He also had concerns about snow removal.

The Board reviewed the Design Review Committee's review of the design aspects (new exterior door and options for external lighting).

Kate made a motion to approve the application, with the applicant providing cut sheets for the lights approved by the Design Review Committee to the Zoning Administrator prior to permit issuance, Kevin seconded. The motion passed on a 7-0 vote. Those voting in favor were Dan, Kevin, Ryan, Robert, Michael, Clare, and Kate. There were no nays and no abstentions.

Other Business: Elect Chair and Vice Chair:

Kevin nominated Dan as Chair, Kate seconded. The motion passed on a 6-0 vote. Kevin, Ryan, Robert, Clare, Michael, and Kate voted aye. There were no nays and Dan abstained.

Rob nominated Kate as Vice Chair, seconded by Kevin. The motion passed on a 6-0 vote. Kevin, Ryan, Robert, Clare, Michael, and Kevin voted aye. There were no nays and Kate abstained.

The next regular meeting will be Tuesday, September 3, 2019. Ryan will not be in attendance at that meeting. Michael is now a full member of the Board and not an alternate.

Adjournment: Ryan made a motion to close the public portion of the meeting and move into deliberative session. Kevin seconded. Approved 7-0, no nays and no abstentions.

Respectfully submitted,

Tami Furry
Recording Secretary