

Montpelier Planning Commission Meeting
July 29, 2019

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: John Adams, Barbara Conrey, Ariane Kissam, Kirby Keeton, Aaron Kisicki, Michael Miller, Meredith Crandall.

Call to order by the Vice Chair: The meeting was called to order by the Vice Chair, Kirby Keeton.

Approval of the agenda: The agenda was approved by consensus.

Comments from the Vice Chair: There were no comments.

General business (comments from the public about something not on the agenda): There were no members of the public in attendance.

Election of new officers until January, 2020: Kirby said he would be willing to be chair until January. John made a motion to nominate Kirby as chair and Aaron as vice chair. Ariane seconded. The motion passed on a 4-0 vote.

The Regional Planning Commission position will be open with Kirby giving up his seat. It was mentioned that Stephanie seemed interested, but she wasn't in attendance at this meeting, so that seat was tabled to the next meeting.

Explanation of the process used to develop the historic preservation sign review – how the rules will be implemented: Meredith was in attendance to review the process. The Design Review Committee will review the application that is in the design review district. If it's simply a design, it doesn't have to be reviewed by the DRB. Meredith estimates 45 applications per year, most of them are signs.

The push is to do away with the design review "control" wording. There are currently six exemptions in the regulations.

The 6 exemptions are the subdivision of land; changes in use that do not cause any exterior changes in appearance of the building or lot; the repair or replacement of architectural features using materials of identical composition, type, and appearance; nonsubstantial alterations as determined in writing by the administrative officer; the removal of signs, so long as no evidence of sign installation remains; and interior renovations, but the alteration to doors and windows as located on exterior walls is not an exempt activity.

The Planning Commission will review these processes and make suggestions to the Historic Preservation Commission. Their chair is also the vice chair of the DRC. Delete everything after the word "proposal" under sub 2 on page 5, under additional materials.

The Planning Commission will also review, in a future meeting, the overlay district boundaries.

Section 22.1.i is about the design review standards – this is the general design review standards – Kirby said he has input that came up from the committee presentations – the 2nd paragraph under design review standards has some outside materials that can be conferred by the city and the various groups looking at this, except it could be read in a limiting way, so he suggested that before the first colon, (the second paragraph under 22.01) "to facilitate review of applications...may review" – he suggests adding "any outside materials (comma) including the following (colon).

Kirby made a motion to move along the suggestions made to Meredith and Mike tonight to pass along to the HPC for their possible review and integration into the proposed regulations. Barb seconded – the motion passed on a 4-0 vote (with John Adams leaving the meeting).

Consider minutes from June 24 and July 15, 2019: With the meeting running late, this was postponed to the next meeting.

Adjournment: There was a non debatable motion to adjourn.

Respectfully submitted,

Tami Furry
Recording Secretary