

**DESIGN REVIEW BOARD
DRAFT MINUTES
August 17, 2016**

Members Present: Jeff Bendis, Don Olson, Jack Rossi
Members Absent: Beverly Humpstone, Nancy Sevcenko
Others Present: David Sigl, Anne Dean, Michael Brands

I. CALL TO ORDER

Chair Bendis called the meeting to order at 4:00 pm.

II. PUBLIC HEARINGS

A. V-3233-16 Blue Horse Inn

The application is for Design Review Approval to place a metal chimney on west elevation of Inn. The property is located at 3 Church Street and is zoned Inn / Design Review.

Application on hold until removal of metal chimney and support system is completed. Applicant called indicating the work would be completed mid-September.

B. V-3257-16 Town of Woodstock / Pentangle Arts Council

The application is for Conditional Use and Design Review approval to construct a two story addition to rear elevation of town hall in the flood hazard overlay district. The property is located at 31 The Green and is zoned Commercial / Design Review / Flood Hazard.

Mr. Sigl, architect, presented the application.

The Board reviewed numerous renderings and photographs of the building.

Although not a preliminary review, approval of the request would help with the necessary fund raising which will start this fall.

Mr. Sigl gave a brief review of the proposed interior changes to the Pentangle theater area. The entrance will be reorganized to create a more welcoming experience. Current seating would be reduced from +/-360 to 300. The reduction in seating allows for a less restrictive review by the State Fire Marshall's office and for additional ADA seating both front and rear. There would be new seats, drapes, carpet and sprinkler system. A simple ADA lift would be placed at the front left end of the stage for access to the stage and the rear of the building.

At the rear of the stage the spiral staircase, the only access to the dressing room area, would be

removed. An elevator would be placed in the proposed addition to provide access to stage, dressing room and the rear parking lot.

The proposed addition barely impacts the flood plain but will require a Flood Hazard review by the State. No interior portion of the addition is impacted, however, a cement platform, walkway and short retaining wall would be within the flood plain area.

The three story addition measures 40' tall to peak of roof from basement entrance. The current building measures 78' tall to peak of roof from proposed basement entrance on the north elevation. The addition would be 14' wide and 41' long.

The east elevation would have one door exiting just below the first floor level. The east elevation is the least visible. The addition would be built flush to the NE corner of the main building.

The west elevation would have 8 over 8 double hung windows. Window trim would match the main building. An entrance door with side lights would be placed just below the first floor level. A 5' x 14' metal standing seam roof would be placed over the door area. The west elevation is recessed 10' back from the main building as the access to the rear parking area is angled to the east.

The north elevation would have a single door basement entrance with a standing seam roof overhead. A pathway from the rear parking lot would lead to the door. A cement retaining wall would be placed along the pathway. On the east end of the second floor an 8 over 8 double hung window would be placed.

The west end of the rear elevation is designed as an 18' wide ell which extends 3' from the main addition. The west end elevation would have two large fixed windows on first and second floor with the gable end showing above.

All existing HVAC would be removed and replaced. HVAC for the theater and associated uses would be placed out of site in the attic portion of the addition. Additional louvers may be required on the east end of the roof. The applicant would return for an amendment.

All architectural details would match the main building. The proposed brick siding would match the existing building. The roof would be asphalt to hold the snow as long as possible. The entrance path is located directly below. The main roof of the Town Hall is standing seam.

The Board agreed the proposed addition is an aesthetic improvement over the existing view from River Street. The current HVAC system would be removed and placed unseen within the attic. The proposed addition provides visual relief to the massive expanse of the Town Hall's rear brick wall (49' tall x 55' wide).

Location of proposed exterior lighting is shown on a site plan. The specifics of the lighting have not yet been worked out. A lighting engineer would be consulted for finalization. The intent is to use LED and down lit fixtures as much as possible. Emergency lighting and motion detector lights would be used where required. A cut sheet of a 27" tall bollard light for pathway illumination was shown. The applicant noted an additional review may be required for the lighting once specifics are known.

After discussion, the Board recommended approval as presented with the realization that minor changes and exterior lighting would require a future review.

C. V-3258-16 El-Kam Realty

The application is for Design Review approval to remove fence at One the Green. The property is located at 1 The Green and is zoned Central Commercial / Design Review.

The applicant was not present, the Town Planner presented the application.

The Board reviewed photographs of the existing fence.

The fence is located at the rear of two buildings, between Gallery One and the Fox Gallery. The simple spindle picket fence runs perpendicular to the buildings with a 4' section on the west side, a 4' opening and a 9' section on the east side.

The fence is starting to require repair and serves no essential purpose.

The applicant asks to remove both the fence and posts.

After discussion, the Board recommended approval and that the request be granted as a minor application via an administrative permit.

D. V-3263-16 North Universalist Chapel Society

The application is for Design Review approval to re-install gutter system and place two rain barrels on East elevation of building. The property is located at 16 The Green and is zoned Community / Design Review.

Ms. Dean, agent, presented the application.

The Board reviewed photographs of the parish building where the gutters would be placed.

The intent is to provide water for a recently placed garden which is located directly east of the parish building.

Years ago, gutters had been mounted on the building but were never replaced.

A gutter would be placed along the east edge of the roof and drain pipe placed at the north edge of the same roof.

The drain pipe would direct water into two green plastic rain barrels. The 75 gallon barrels would be placed on two cinder blocks to elevate them for the gravity feed to the garden. A spigot would be placed at the bottom of the rain barrel to enable attachment of a garden hose. The barrels are attached with a short hose to allow water to flow into both.

The barrels would be removed and stored during cold weather months.

After discussion, the Board recommended that the request be granted as a minor application via an administrative permit.

III. OTHER BUSINESS

A. Bawden

Mr. and Mrs. Bawden proposed a settlement offer to avoid a court hearing scheduled for August 25, 2016. The Bawdens appealed a denial of their request to remove shutters. The settlement asks to place non-louvered shutters, only on the front elevation, not to have the shutters overlap and not to have the shutters attached to support brackets.

After discussion, the Board asked for a graphic representation of the settlement offer. They questioned the type of shutter and how it would be placed. They also agreed both the east and west elevations of the building are highly visible from Pleasant Street and should retain shutters as well. The Town Planner will relay comments to the Town's attorney.

IV. NEXT MEETING

The next meeting is scheduled for September 7, 2016.

V. ADJOURNMENT

The Board adjourned at 5:00 pm.

Respectfully submitted,

Michael Brands, AICP
Town/Village Planner