

**DESIGN REVIEW BOARD
DRAFT MINUTES
May 4, 2016**

Members Present: Jeff Bendis, Don Olson, Jack Rossi, Nancy Sevchenko,
Members Absent: Beverly Humpstone
Others Present: Derek MacDonald, Seth Webb, Matt Wheaton, Dan Monette, Paul Calandrella,
Michael Brands

I. CALL TO ORDER:

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

II. PUBLIC HEARINGS:

A. V-3230-16 DEW Ottawaquechee, LLC

The application is for Design Review Approval to construct a 400 sq. ft. concrete pad for temporary use of MRI Trailer. The property is located at Pleasant Street and is zoned Community / Design Review.

Mr. Wheaton - DEW, Mr. Calandrella - Ascutney Hospital, and Mr. Monette - consulting engineer, presented the application.

The Board reviewed a site plan and numerous photographs.

Mr. Wheaton stated that the Ottawaquechee Health Center would like to place a MRI unit on-site twice a month for a 24 hour period each time.

The mobile unit is a 51' long, 10' wide, 13.5' tall trailer.

The unit would be placed during the evening hours after the OHC is closed, and removed 24 hours later. The tractor would be off-site. This would occur twice a month.

A concrete slab is required to assure a flat level surface and to absorb associated vibrations. The pad would be 1' thick, 40' long and 10' wide. It would be poured flush to the asphalt surface.

The proposed location of the trailer is directly south of the emergency entrance. An eastern entrance to the emergency room is still available for ambulance arrivals.

This location was chosen for many reasons: ease of parking, least impact on parking, out of the way, well screened from Route 4, and proximity to the clinic.

The MRI trailer would be accessed from the south. A lift for patients and a set of stairs would be used. The lift is attached to the trailer. The stairs are detachable but also would go with the trailer.

There would be a small low profile down-lit light over the lift and door area. There would a small LED light on the corner of the trailer as well. The trailer is to be used during day time hours.

A number of attachments are required: water service, waste water disposal, electrical service, and internet cable. All of these services are available directly from this section of the building. All connections would be located between the trailer and the building.

Two dumpsters would be relocated to the two parking spaces south to allow adequate room for the trailer.

The trailer has compressor units on board. The noise level was estimated to be 65 db at the property line. The compressors run all night and all day.

A sign may be required to preclude parking in the location when the trailer is to be delivered. The OHC hopes to have hospital staff park in the site for ease of delivery.

After discussion, the Board recommended approval of the design portion of the request as presented.

B. V-3236-16 Derek & Julia MacDonald

The application is for Design Review Approval to replace front door with single door with sidelights. The property is located at 22 The Green and is zoned Residential Medium Density / Design Review.

Mr. MacDonald presented the application.

The Board reviewed a photograph of the current double door and a rendering of the proposed door.

The current entrance has two doors.

Owner desires to replace this with a single door and sidelights.

The door and sidelights would fit exactly into the space of the former double door.

All existing molding and architectural detail would be retained as is.

After discussion, the Board recommended approval as a minor application via an administrative permit.

C. V-3237-16 El-Kam Realty Co. / Seth Webb

The application is for Design Review Approval to place window A/C unit on west elevation of building. The property is located at 5 The Green and is zoned Central Commercial / Design Review.

Mr. Webb, tenant, presented the application.

The Board reviewed photographs of the existing window and the proposed A/C unit.

The A/C unit measures 22" wide and 24" deep. Only 6" of the unit would be outside of the building.

The window is located on the west side second story of the building, somewhat reducing the view of the unit.

The installation would be seasonal, it would be removed during the colder months.

The A/C unit would be used during the day only as the space being cooled is an office.

The photograph reveals a missing shutter on the subject window. The owner of the building needs to be informed to replace a missing shutter.

After discussion, the Board recommended approval as a minor application via an administrative permit.

III. OTHER BUSINESS

The Board reviewed a photograph of the proposed wrought iron metal entrance enhancement to be placed at both the east and west entrances of The Green. After discussion, the Board felt the scroll was overly ornamental. The proposed structure appears too light in appearance when attached to the heavier style of the existing metal columns. It does not mesh well with the dominant Federal style of structures surrounding The Green. The height of the unit was questioned as trucks and other delivery vehicles do enter from time to time. The structure should also be designed for ease of hanging banners, which occurs numerous times a year. The Board asked if the historic record have been researched to determine if other entrance structures have been used in the past. The Board asked the Town Planner to remind the Village that a Design Review permit is required.

IV. NEXT MEETING:

The next meeting is scheduled for June 1, 2016.

V. ADJOURNMENT:

The Board adjourned at 5:00 pm.

Respectfully submitted,

Michael Brands, AICP
Town/Village Planner