

**VILLAGE DEVELOPMENT REVIEW BOARD
DRAFT MINUTES
August 10, 2016**

PRESENT: Jim Mills, Randy Mayhew, Keri Cole* (via phone)
ABSENT: Jane Soule, One Vacancy
ALSO PRESENT: Phil Swanson, Michael Brands

I. CALL TO ORDER

The meeting was called to order at 7:30 p.m.

II. PUBLIC HEARINGS

A. Old Business **None**

B. New Business

1. V-3233-16 **Blue Horse Inn**

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

At the July 13, 2016 Design Review Board meeting, the Town Planner informed the board that the owners found they are able to place an insert within the existing brick chimney. By doing this, the need for the exterior mounted stainless steel chimney becomes null and void. The owners are working on bids for the new approach with an intent of having the stainless steel chimney and associated mounting brackets removed by the fall. The Town Planner will continue to monitor the progress.

2. V-3255-16 **Bradley Archer & Mary Ellen Solon**

The application is for Design Review approval to convert living space to garage space. The property is located at 3 Ford Street and is zoned Residential High Density / Design Review.

Mr. Archer presented the application.

The VDRB reviewed photographs of the building and a cut sheet of the proposed garage door.

The owners wish to replace a garage that had been converted to living space many years ago.

The garage would be for a single vehicle.

The parcel is very small with no room for on-site parking.

The only exterior change would be placement of the garage door and the associated trim mold.

The door would have raised beveled panels, with no windows. The proposed 16 panel door was changed to a less busy 8 panel door.

The VDRB agreed the 8 panel door was more compatible with the home.

There would be no additional lighting.

The door trim would match existing trim.

The Design Review Board's recommendation to approve as presented was read.

The owner asked in addition to remove a small section of fence directly north of the home. The fence runs parallel to the street. This creates an open lawn area on which a car could be parked during winter months. The fence would be replaced at the end of the snow parking ban which prohibits cars from parking on the street during the winter months. The ban currently runs from November 1st to April 15th of each year.

The fence is a very simple picket design without caps or other decorative items on the support posts. There would be no need to remove any support posts. The double section of fence which runs along the north property boundary would remain. The north section is the most visible area when viewed from Pleasant Street and would serve to screen an automobile parked within the proposed space.

The VDRB discussed the proposed change to remove the fence section. The property is very small. It is not highly visible from Route 4. The fence would only be removed in winter months.

The Board of Trustees would need to review and approve the proposed curb cut. The applicant will speak with the Town Manager.

Testimony was voted close.

C. V-3256-16 Jonathan & Wendy Spector

The application is for Design Review approval to place patio in rear yard. The property is located at 16 The Green and is zoned Residential Medium Density / Design Review.

Application was recommended by the Design Review Board to be approved as a minor application via an administrative permit.

III. OTHER BUSINESS

A. Administrative Officer's Report

The report was issued and discussed.

B. Wendy Spector

Ms. Spector called the Town Planner with a request to remove windows in her foundation. They would be bricked in with similar brick to that of the foundation wall. The windows are actually lower than the Village sidewalk which creates leakage issues for the basement. The area is heavily landscaped, making it impossible to see the current windows. After discussion, the VDRB noted a void is being filled in, therefore a permit is required.

IV. DELIBERATIONS

A. V-3233-16 Blue Horse Inn Continued

B. V-3255-16 Bradley Archer & Mary Ellen Solon

After discussion the following findings of fact were established:

1. The VDRB reviewed photographs of the building and a cut sheet of the proposed garage door.
2. The owners wish to replace a garage that had been converted to living space many years ago.
3. The garage would be for a single vehicle.
4. The parcel is very small with no room for on-site parking.
5. The only exterior change would be placement of the garage door and the associated trim mold.
6. The door would have raised beveled panels, with no windows. The proposed 16 panel door was changed to a less busy 8 panel door.
7. The VDRB agreed the 8 panel door was more compatible with the home.
8. There would be no additional lighting.
9. The door trim would match existing trim.
10. The Design Review Board's recommendation to approve as presented was read.
11. The Board of Trustees would need to review and approve the proposed curb cut.

After additional discussion, Mr. Mayhew moved with a second by Ms. Cole to approve the application as presented. The motion passed with a 3-0 vote.

C. V-3256-16 Jonathan and Wendy Spector Approved

V. APPROVAL OF MINUTES

The July 13, 2016 minutes were approved as submitted.

VI. ADJOURNMENT

The meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Michael E. Brands, AICP
Town/Village Planner