

**VILLAGE DEVELOPMENT REVIEW BOARD
DRAFT MINUTES
March 25, 2015**

PRESENT: Jim Mills, Benjamin Pauly, Jane Soule, Keri Cole
ABSENT: Randy Mayhew
ALSO PRESENT: Phil Swanson, Jon Spector, Wendy Spector, Josh Boynton, Don Olson

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-3114-15 Town of Woodstock

The application is for Design Review Approval to extend roof over existing walkway on East elevation of building. The property is located at 31 The Green and is zoned Community / Design Review.

Mr. Swanson, Town/Village Manager, presented the application

The Board reviewed the site plan.

Mr. Swanson explained that the new roof was needed because snow lands between the current two roofs (main roof and walkway roof) and flows into the walkway for the elevator access. The door has become damaged and does not open easily.

The design is to put a roof starting at the main building roof and going over the walkway and ending about an inch off the edge of the walkway.

The roof does not start at the furthest facade of the walkway, it starts back at the building where the problem begins.

The Board reviewed the elevation plans.

The new roof will be standing seam and it will have snow guards.

The Board reviewed the design of the front of the walkway.

Mr. Swanson noted that the vertical triangular panel, under the south edge of the roof will be solid.

Mr. Swanson stated that there has been a structural engineer, architect and concrete contractor involved in the planning process.

Mr. Swanson noted that the only change inside the walkway would be to change the lighting. Currently, the recessed lighting within the columns is not adequate.

The lights will only be on when there is an event and will be controlled by a switch.

There is a strong line of vegetation along the east side of the property making it virtually impossible to see the East elevation of the roof from a public way.

The Design Review Board's decision recommending approval was read.

Keri Cole moved to close testimony. Ben Pauly seconded. Motion passed.

2. V-3115-15 Bill Willis

The application is for Conditional Use, Flood Hazard Review Approval to construct a 256 sq. ft. addition and 140 sq. ft. in porches in the Flood Hazard District. The property is located at 15 Golf Avenue and is zoned Residential Medium Density / Flood Hazard.

Josh Boynton, agent, presented the application.

The project is a 256 sq. ft. addition to the kitchen, adding a mudroom and a 140 sq. ft. porch.

The Board reviewed the Flood Elevation Certificate prepared by Brad Ruderman & Associates, Inc. and a letter from Sacha Pealer, Central Vermont Floodplain Manager.

Under NFIP and Village requirements (Zoning Section 404 D.2b) residential structures to be substantially improved shall have the lowest floor, including the basement, elevated at least 1' above base flood elevation (BFE).

The base flood elevation according to NFIP is 703.5.

According to the flood elevation certificate, the existing crawl space floor is 700.6', which is 2.9" below the BFE of 703.5'.

The proposal is to convert the existing crawl space to a compliant enclosure with flood vents. The next highest floor (lowest living space) will be considered the lowest floor and

is more than 1' above BFE. The proposed addition's floor will also be more than 1' above BFE (706.4') and its foundation will be an at-grade slab with no enclosed or subgrade spaces below.

Mr. Boynton noted that the new addition has to be a slab due to the required elevation. Currently, there is a 4 ½ foot crawl space but this would be filled in 2.9 feet to come into compliance with the State regulations.

There will be a four foot frost wall and a poured concrete slab.

Six flood vents will be installed in the frost wall.

There will be no wooden stairs that could float away. The steps will be stone.

The Board reviewed the application requirements for a Flood Hazard review and found that the application is complete.

It was noted that there would be no change to the waterway.

Mr. Boynton stated that he has met both Sacha Pealer, Central Vermont Floodplain Manager and Michael Brands, Administrative Officer, on site a few times.

Keri Cole moved to close testimony. Jane Soule seconded. Motion passed.

C. V-3116-15 Jonathan & Wendy Spector

The application is for Conditional Use and Design Review Approval to replace existing fence and add 89 linear feet of non-conforming fence and to install an exterior HVAC Condenser Unit on the East elevation of the property. The property is located at 16 The Green and is zoned Residential Medium Density / Design Review.

Mr. & Mrs. Spector presented the application.

Mrs. Spector noted that after meeting with the Design Review Board, they have decided to change their application.

The Design Review Board recommended retaining the current fence due to it's aesthetic and historic value.

Mrs. Spector stated that their original concern for changing the fence was partly aesthetic, and partly for maintenance issues. They now agree that Mr. Olson's suggestion to cut off the bottom of the fence below the bottom strap makes very good sense.

They have decided to not be put in a new fence, but to repair it and make changes to the bottom of the pickets.

Don Olson, representing the Design Review Board, stated that cutting off the pickets, but leaving an inch exposed below, this will still give 6 inches below for cleaning out debris and will also provide a glimpse of the stub of the pickets.

The VDRB agreed with that suggestion.

Don Olson noted that it is impossible to clean under the section of the fence where the hedges are. Cutting off the pickets below will give an opportunity to get a rake in there and clean out under the fence.

The Board reviewed the site plan for the new fence extension.

Mrs. Spector noted that they have decided against the Victorian picket fence for the extension to the driveway along South Street. The new fence will mimic the existing fence and will be 4' tall.

She stated that with the way that the terrain goes, the fence will feel a little lower (3').

The Board discussed the gates.

Mrs. Spector stated that the gates will mimic the current gates. She stated that the current fence makes a 90 degree turn along the stone wall.

All the existing gates are curved. Gate 3 is not because it turns a corner. Gate 1, Gate 2 and Gate 4 will be curved because they are on a linear path.

Mrs. Spector stated that since they are changing the extended fence from the proposed Victoria picket fence to the existing fence design, they will continue to mimic the curvature.

Jim Mills asked the Board if they would accept the verbal description of the fence. The Board agreed that they would. The extension of the fence would copy the existing fence with the curves at the corners.

The Board reviewed the plans and cutsheets for the HVAC unit.

Mrs. Spector stated that the decibel levels is 51 - 54 dB(A) which is well below the maximum allowed of 70 dB(A).

She stated that the unit will be above the stone wall behind shrubbery and Hawthorne trees. It is quite well shielded and right up against the wall.

Jim Mills asked how it will feed into the house and will a line go up the side of the building? Mrs. Spector indicated that it would go right through the lower portion of the wall.

Mrs. Spector discussed the landscaping issues. She showed the Board pictures of the existing hedge and noted that it does not provide the visual shield that they desire in its present condition and they wish to replace it. She stated that they plan to remove the oak tree because it is impinging on the hedge by providing shade and inhibiting the growth of the hedge. She stated that new plantings would have a better chance of survival with the oak tree gone.

Mrs. Spector stated that the tree is not healthy.

The Design Review Board recommend keeping the tree but to have an arborist review the oak to assess it's health and possible need for corrective pruning before potential removal and to replace the hedge with hemlock or a shade tolerant yew.

Mrs. Spector stated that she had arborists from Chippers and Timber Tender look at the tree. They both agreed that the tree is damaged. The tree has another tree growing in the middle that has rotted out. They stated that the cambium is at risk. Other issues are that the tree is split and there is a seam on other side of tree.

She stated that they cabled the tree about 15 yrs ago.

Jim Mills stated that landscaping is not something that the board has authority to preview, but rather just suggestions.

Don Olson stated that the suggestions from the Design Review Board were heeded and that he is fine with the outcome.

Mr. Spector stated that they prefer to keep the tree if the hedge is healthy.

Don Olson stated the hedge issue can be resolved by plant suggestion.

Mrs. Spector stated that it is possible to strap the tree together and prune it back. They may do that, try to keep it for a season and see what happens. She stated that the arborists believe it will have to come down in the next several years.

Jim Mills thanked them for taking the suggestion of the Design Review Board to have the tree looked at.

Jim Mills summarized the new application changes to be eliminated replacing the current fence, but changing the new fence down to the driveway to match the current fence and to place the HVAC unit on the East elevation of the property,

Gail Stickney, abutter, stated that both she and the other families have remedied the problem of the fence getting dirty by planting perennials in front of the fence. This retains the dirt and splash onto the plants and hides the dirt at the bottom of the fence.

Jim Mills informed the applicant that they will need to have the Village Trustees sign off on the new fence extension with a right-of-way agreement as it is in the Village right-of-way.

Jane Soule moved to close testimony. Keri Cole seconded. Motion passed 4-0.

III. OTHER BUSINESS

A. Administrative Officer's Report

There was no report.

IV. DELIBERATIONS

A. V-3114-15 Town of Woodstock

After discussion the following findings of fact were established:

1. The application is to extend roof over existing walkway on East elevation of building.
2. The new roof is needed because snow lands between the two roofs (main roof and walkway roof) and flows into the walkway for the elevator access. The door has become damaged and does not open easily.
3. The design is to place a roof starting at the main building roof and extend over the walkway and end about an inch off the edge of the walkway.
4. The new roof will be standing seam and it will have snow guards.
5. The triangular panel at the top of the entry way facade will be solid.
6. The lighting in the walkway be replaced. It will only be lit during events and will be controlled by a switch.
7. There is a strong line of vegetation along the east side of the property making it virtually impossible to see the East elevation of the roof from a public way.
8. The Design Review Board's decision recommending approval was read.

Ben Pauly moved to approve the application as presented. Jane Soule seconded. Motion passed 4-0.

B. V-3115-15 Bill Willis

After discussion the following findings of fact were established:

1. The application is to construct a 256 sq. ft. addition and 140 sq. ft. in porches in the Flood Hazard District.
2. The project is a 256 sq. ft. addition to the kitchen, a mudroom and a 140 sq. ft. porch.
3. The base flood elevation according to NFIP is 703.5.
4. According to the flood elevation certificate, the existing crawl space floor is 700.6', which is 2.9" below the BFE of 703.5'.

5. The new addition has to have a slab due to the required elevation. Currently, there is a 4 ½ foot crawl space but would be filled in with 2.9 feet of material to comply with the State regulations.
6. There will be a four foot frost wall and a poured concrete slab.
7. Six flood vents will be installed in the frost wall.
8. There will be no wooden stairs that could float away. The steps will be stone.

Ben Pauly moved to approve the application as presented. Keri Cole seconded. Motion passed 4-0.

C. V-3116-15 Jonathan & Wendy Spector

After discussion the following findings of fact were established:

1. The proposed application is to replace existing fence and add 89 linear feet of non-conforming fence and to install an exterior HVAC Condenser Unit on the East elevation of the property.
2. The Design Review Board recommended retaining the current fence due to it's aesthetic and historic value.
3. The applicants have decided not to put in a new fence, but to repair it and make changes to the bottom of the pickets, as per the Design Review Board suggestion.
4. The new fence extension along South Street to the driveway will mimic the existing fence and will be 4' tall.
5. The new gates will also mimic the current gates.
6. All the gates will be curved except for Gate 3 which cannot be because it turns a corner.
7. The Board accepted the verbal description of the proposed fence.
8. The proposed HVAC unit to be placed on the East elevation was discussed.
9. The applicant noted that the decibel levels are 51 - 54 dB(A).
10. The maximum allowed decibel level in the Village is 70 dB(A).
11. The proposed unit will located above the stone wall behind shrubbery and Hawthorne trees. It is quite well shielded and right up against the wall.
12. The unit's connection will feed directly into the lower portion of the wall.
13. Jim Mills informed the applicant that they would need the Village Trustees to sign off on the new fence extension with a right-of-way agreement.
14. The applicant will contact the Zoning Officer about the right-of-way process.

Jane Soule moved to close testimony. Keri Cole seconded. Motion passed 4-0.

V. APPROVAL OF MINUTES

The minutes of March 11, 2015 were approved as submitted.

VI. ADJOURNMENT

The meeting was adjourned at 9:10 p.m.

Respectfully submitted,

Renee L. Vondle
as transcribed from tape