

**DESIGN REVIEW BOARD
DRAFT MINUTES
July 6, 2016**

Members Present: Jeff Bendis, Don Olson, Nancy Sevckenko, Jack Rossi
Members Absent: Beverly Humpstone
Others Present: Phil Swanson, Mark Libby, Don Bourdon, Clayton Gillette, 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.

The applicant was not present, but did leave a message with the Town Planner.

After talking with the contractor who installed the stainless steel chimney, it was discovered contrary to contractor's opinion, that an insert can be placed within the existing brick chimney. The applicant is receiving bids for the work, which will be completed later this year.

Once the steel chimney and its support structure are removed, the property becomes compliant. This would negate the need for a Design Review permit, as the chimney would be placed within an existing chimney.

The Town Planner will monitor the situation to assure compliance.

B. V-3251-16 Village of Woodstock

The application is for Design Review, Conditional Use and Site Plan Review Approval to add three lights to municipal parking lot and to pave the parking lot. The property is located on Maxham Meadow Way and is zoned Community / Design Review.

Mr. Swanson, Town Manager, presented the application.

The Board reviewed photographs of the area, a site plan and a cutsheet of the proposed light fixture.

The power for the lights would come off an existing pole located at west edge of the parking lot.

A meter would be placed behind the existing fence. Green Mountain Power does not allow meters to be placed on their electric poles.

The light fixtures are a shoe box style with LED bulbs located within mounted on 15' tall poles.

Three lights would be added, one on the west boundary and two on the north edge of the parking lot. They would be illuminated all night.

Both the shoe box design and the LED bulbs force the light down with little overspill. The same lights are used at the Village's comfort station parking lot behind the Woodstock Pharmacy.

The second part of the application is to pave the parking lot which is currently surfaced with hard pack. Paving would control dirt, water runoff and allow markings to be painted to designate parking spaces.

Four conduits would be buried under the paving with power going just east of the stone wall. Electric vehicle recharge stations are planned in the future.

Paving would start at the junction with Pleasant Street and stop just west of the stone wall.

An asphalt curb would be placed along the west edge of the parking lot.

Along the Alsup property line the site would be super elevated to force water to sheet flow towards the river. The Village owns to the river.

A catch basin is placed within the north west corner of the parking area.

The park and ride area would be ten parking spaces directly east of the current parking spaces.

A change in the site plan is to place only one handicap space versus the two proposed. The space would be made wider and be van accessible. There is space in the future should additional handicap spaces be required.

Mr. Libby, abutter, asked about the lighting. He has concerns about dark sky impacts.

Mr. Swanson noted the lights are downlit with the shoe box style. The LED lights are recessed within the fixture. It is also the nature of LEDs to focus downward with little overspill.

Mr. Bendis noted the Village has had a positive experience with these fixtures in the comfort station parking lot in the center of the Village.

There would be no parking meters.

After discussion, the Board recommended approval as presented.

C. V-3254-16 Dana Block LLC / Prince and Pauper Restaurant

The application is for Design Review to install A/C compressor unit on roof and replace three wall mounted AC units with smaller vents. The property is located at 24 Elm Street and is zoned Central Commercial / Design Review.

Mr. Bourdon, owner of Dana Block LLC, presented the application.

The Board reviewed photographs of the area and a cutsheet of the proposed compressor.

The Prince and the Pauper Restaurant is in need of new air conditioner units.

A new heat pump/AC unit would be placed on the roof of the building, directly above the kitchen. This spot is not visible from a public area, as it is located directly to the rear of the building. The roof has numerous existing vents and exhaust fans serving the operation of the kitchen.

The AC units serve the restaurant's dining rooms.

There would be two tubes from the roof mounted unit to the exterior mounted vents which would be placed on the south wall of the restaurant. The south wall is located down a narrow alley way which serves as the delivery entrance for Gillingham's store.

The front portion of the Dana Block is 6" - 8" wider than the rear portion. This creates a screen, hiding the AC tubes and associated vents from public view.

Currently, three window type AC units are mounted in the unpainted cinder block wall. A photo was shown.

The 32" long, 12" wide and 9" deep vents would be much smaller than the current AC window units.

The roof mounted compressor measures 12" wide, 22" tall and 32" long. It is also very quiet, producing 50 db when measured at the unit.

White tubing, 3 inches in diameter would run from the roof top compressor to the wall vents.

Mr. Bourdon did not know what he would use to fill in the voids left by the removal of the AC units. He assumed either wood or cinder block would be used.

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

D. V-3252-16 Jonathan & Wendy Spector

The application is for Design Review to amend permit V-3116-15 with minor fence changes. The property is located at 16 The Green and is zoned Residential Medium Density / Design Review.

The applicant was not present, the Town Planner made the presentation.

The Board reviewed photographs and a site plan of the area.

On March 3, 2015, a permit was issued to add 89 linear feet of fence and install an exterior HVAC unit on the east elevation of the property. The additional fence was to run north from the

driveway along South Street, eventually connecting with the fence along the front portion of the property.

The applicant would like to change the fence details. The curve fencing proposed at the driveway entrance no longer works as the hedge has taken over this area. The fence would be a straight line to the driveway. The owner would like to place the fence 6" closer to the street to create more room for the hedge to grow. A photograph shows short stakes in the ground to mark the new location.

A second option is not to place the additional fence.

A hedge composed of approximately ten 20' tall arborvitae trees was planted in 2015. The hedge has matured well, creating a dense screen.

The Board felt the hedge does an excellent job of screening and creates a nice green buffer. Placement of a fence in front of the hedge would detract from the green buffer and is not considered necessary. Therefore, the Board recommends that a fence not be placed on this portion of the property.

After discussion, the Board recommended that the additional 89' of fence not be placed.

III. OTHER BUSINESS

IV. NEXT MEETING

The next meeting is scheduled for July 20, 2016.

V. ADJOURNMENT

The Board adjourned at 5:00 pm.

Respectfully submitted,

Michael Brands, AICP
Town/Village Planner