



Woodstock, Vermont *The Shire Town of Windsor County*

TOWN - VILLAGE MANAGER GOVERNMENT

Town Hall • P.O. Box 488 • Woodstock, Vermont 05091 • 802/457-3456

**VILLAGE DEVELOPMENT REVIEW
DRAFT MINUTES
March 23, 2016**

PRESENT: Jim Mills, Benjamin Pauly, Randy Mayhew, Keri Cole and Jane Soule

ABSENT:

ALSO PRESENT: AJ Alsup, Charles D'Ambrosio, Michael Richie, Les Berge

I. CALL TO ORDER

This Hearing was called to order at 7:35 p.m.

II. PUBLIC HEARINGS

A. Old Business

1. V-3217-16 Dixie Center, LLLP

The application is for Design Review Approval to renovate Station House Building. The property is located on Pleasant Street and is zoned Commercial/Light Industrial/Design Review.

Mario Maura presented the application on March 9, 2016 to rebuild as it was originally. The VDRB continued the meeting requesting a submittal of a dimensional site plan and more detail on the overhang.

Testimony was resumed on March 23, 2016 with Mr. Alsup presenting the application

The board reviewed two historical pictures from the Woodstock Historical Center of the Station House building.

Mr. Alsup stated that the plan is to rebuild the building exactly as it was originally, but noted that it will be a challenge because it is covered up in vinyl and some of the structure is gone.

In lieu of any architectural drawings Chair Mills asked Mr. Alsup to sign the historical pictures from the Woodstock History Center, as "The architectural plans from which this building will be reconstructed". To be referred to in this decision as "Picture plans"

Mr. Alsup signed the "Picture plans" as the plans he would be building from.

Chair Mills stated that the original window locations are very important and that the knee braces and overhang, as seen in the "Picture plans" of the original Station House, create an important detail, which should be retained. The drawn plans that were part of this



application, and approved by the Village Design Review Board, do not accurately depict these details. Chair Mills stated that if this is the intention, then this should be the testimony.

Mr. Alsup said it was his testimony. His objective is to make the Station house look like the “picture plans”, with the least amount of cost as possible.

Mr. Alsup explained that the original idea was to keep the inside of the overhang rafters exposed, but in talking with his contractor, they are looking at a beaded board look that would cover the underside of the rafters. This would also be an area for some flush mounted lighting. This is all dependent on the engineering. It’s a question of how much money it costs. He stated that he likes the open look from underneath and that’s what he is ultimately going for. The braces for the support of the overhang will be the same as the “picture plans”.

Because of lead paint standards, all the clapboards will come off and new pre-primed hemlock clapboards will be used with the same 3 inch exposure as original. Vertical bead board will be replaced as original in the Picture plans. Omitted is the scalloped detail on the overhang. All window trims, mudsills, corner boards and window locations will be as original as per the “picture plans”.

The turret will be adjusted to allow the rooflines to meet properly, which was not the case in the “picture plan”.

The furnace vent and operating of the furnace was questioned

A 95% efficient propane furnace will be used. The outlet will be on the side of the building towards the sheriff’s office. Steam will be seen on cold days, nothing on most days.

A discussion about the location and delivery of the electrical service drop and meter brought up some issues that Mr. Alsup preferred to table until he could make a proper decision. He will return with a request for approval at a later date.

Mr. Mayhew asked if the furnace vent would be screened.

Mr. Alsup stated that the furnace will go in the basement and the vent would be above the snowline, but would be visually below the top of the fence, which is planned, but not on the site plan yet. Mr. Alsup stated that his objective is to hide it behind landscaping and fencing as much as possible. He does not like roof penetrations and does not see any reason to pipe it up all the way through when it can go out the sidewall.

A new propane tank will be buried.

The site plan was discussed and it was agreed that one wasn’t necessary to approve this application. The site plan would have to be approved before occupancy.

The set back for the station house was measured from the center of the road (curb to curb) and found to be 40 ft. from the foundation to the center of the road way. With a five foot overhang as planned, this would satisfy the 35 ft. set back regulation.

Mr. Pauly asked about the detail for the railing and second floor stair landing on the back of the building.

Mr. Alsup would like to use the same detail for the railing that was previously approved for the building he is currently working on (58 Pleasant Street), for this same property. It is a black iron vertical picket. Mr. Also stated that he wants all of the fencing in the development to be the same fencing. The support post for the second floor stair landing will be omitted and will now be cantilevered with framing from the turret.

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

B. NEW BUSINESS

1. V-3219-16 Charles D'Ambrosio & Marisa Serafini

The application is for Conditional Use Approval to use property as a short term rental. The property is located at 17 The Green and is zoned Residential Low Density / Design Review.

Mr. D'Ambrosio presented the application.

He informed the board that he has been working with the State Fire Marshall, David Green who informed him of all the safety upgrades that would need to be made to bring their property into conformance.

Mr. D'Ambrosio stated that he has a quote from First Line Security to do the upgrades and once he has a zoning permit he will proceed with these updates.

The board reviewed the Conditional Use Support Statement with the applicant.

Chair Mills clarified the foliage exemption regulation.

Mr. D'Ambrosio stated that they would probably only do the six rental periods as stated in the regulations and not during foliage.

The board reviewed the parking conditions. Chair Mills stated that this property has a unique parking situation which is that parking is on the street for everyone who lives in this area of the Village Green. Therefore, a Variance for the parking condition is not required.

Mr. D'Ambrosio will have a list for the tenants explaining the winter parking plan.

Chair Mills would like the applicant to include a list of prohibitions that he will hand out to his prospective tenants and asked that he forward the form he will be using to the Zoning Office to be placed with his application materials.

III. OTHER BUSINESS

There was no other business.

IV. DELIBERATIONS

A. V-3217-16 Dixie Center, LLLP

After discussion the following findings of fact were established:

1. The meeting was continued from March 9, 2016.
2. The owner wishes to restore the Station House Building to its original condition.
3. The VDRB had requested a dimensional site plan and more detail on the overhang.
4. The VDRB reviewed the conditional use form, site plan and historical pictures.
5. Drawn plans approved by the Design Review Board did not accurately depict the proposed historically correct plans. Therefore the applicant declared and signed the "picture plans" as his intent to reconstruct the building in lieu of architectural drawings.
6. The window locations and knee braces and overhang will remain the same as original.
7. Due to lead paint standards, all clapboards will be removed and new pre-prime hemlock clapboards with the same 3 inch exposure will be installed.
8. Vertical bead board will be replaced as original.
9. The knee braces for the support of the overhang will be the same as the "picture plans"
10. The scallop detail on the overhang will be omitted.
11. All window trims, mudsills, corner boards and window locations will be as original as per the "picture plans"
12. The turret will be adjusted to allow the rooflines to meet properly.
13. The propane furnace vent location has not been decided yet and will come back to the board in a future application.
14. The applicant will be placing the furnace in the basement and noted that the proposed vent location would be out the sidewall, above the snowline, but visually below the top of the fence.
15. The VDRB reviewed the site plan.
16. It was noted that an updated site plan will be submitted before occupancy takes place.
17. A new propane tank will be buried.
18. The setback distances from the property line were reviewed.
19. There is a 40' measurement from the foundation to the center of the road way.
20. It was agreed that with the 5' overhang, the 35' setback from centerline regulation is met.
21. The board reviewed the design details of the railings and second floor stair railing.
22. The applicant will use the same detail that was previously approved for the building at 58 Pleasant Street. All fencing in the development will be the same black iron vertical picket.
23. The support post for the second floor stair landing will be omitted and will be now cantilevered with framing from the turret.

Ben Pauly moved to approve the application as presented with tabling of electrical and the condition that a submission and approval of an acceptable site plan. Keri Cole seconded. Motion passed unanimously.

B. V-3219-16 Charles D'Ambrosio & Marisa Serafini

After discussion the following findings of fact were established:

1. Mr. D'Ambrosio presented the application.
2. The VDRB reviewed the floor plan, site plan and Short Term Rental Conditional Use form.
3. The applicant informed the board that he has been working with the Vermont State Fire Marshall regarding safety upgrades need to bring the property into conformance.
4. The applicant stated that he has a quote from First Line Security to do the upgrades and will proceed once approval is granted.
5. The board reviewed the Conditional Use requirements with the applicant.
6. The applicant stated that he will not be renting during foliage.
7. The board reviewed parking conditions. Parking is allowed on The Green.
8. The board chair requested that the applicant provide prospective tenants with parking instructions and a list of prohibitions and to file same with the zoning office.

Keri Cole moved to approve the application as presented. Randy Mayhew seconded. Motion passed unanimously.

V. APPROVAL OF MINUTES

Jane Soule moved to approve the minutes of March 9, 2016. Ben Pauly seconded. Motion passed 4-0 (Randy Mayhew abstained).

VI. ADJOURNMENT

The meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Renee L. Vondle
from tape