

**DESIGN REVIEW BOARD  
DRAFT MINUTES  
July 5, 2017**

Members Present: Don Olson, Nancy Sevchenko, Jack Rossi  
Members Absent: Jeff Bendis, Beverly Humpstone  
Others Present: Wendy Spector, Mary Ellen Archer, Laird Bradley, Michael Brands

**I. CALL TO ORDER**

Chair ProTem Olson called the meeting to order at 4:00 p.m.

**II. PUBLIC HEARINGS**

**A. V-3314-17 Sam DiNatale**

The application is for Design Review, Site Plan and Conditional Use Approval to increase outside seating by eight seats with two picnic tables. The property is located at 28 Central Street in Central Commercial / Design Review District.

The applicant was not present. The Town Planner presented the application.

The Board reviewed photographs of the proposed tables.

The owner received the tables for free and would like to place them on the east side of the building. There is currently a fenced-in patio with an assortment of tables and chairs. The fence stops at the edge of the building and does not extend along the east elevation.

The owner was not sure as to whether the fence should be extended to include the tables. A fenced-in patio is required for alcohol consumption. Alcohol cannot be served to patrons outside of the patio area.

The picnic tables are rustic, the umbrellas stand out and they do not blend well with the other outdoor furniture. If enclosed within a fence, the fence would help screen the tables. However, the tables are somewhat large and bulky for the space. This creates a problem if the fence is extended along the side. The patrons and servers would have a difficult time accessing the area. The southeast corner table is a very popular spot and would have to be removed to allow access to the picnic tables.

After discussion, the application was tabled to await additional information.

**B. V-3318-17 Brad Archer**

The application is for Design Review Approval to replace all windows on the east and north elevation of the house. The property is located at 3 Ford Street in the Residential High Density / Design Review District.

Ms. Archer presented the application.

The Board reviewed photographs of the existing windows and a brochure noting replacement windows.

All windows on the north and east elevations are being replaced to make them more energy efficient. The windows would be double glazed with argon gas between the glass. The windows would have true mullions between the glass.

The Board noted there are a number of different windows on the house with 2:2 and 4:4 windows dominating.

The Board recommended that would be a good time to bring all windows into conformity since all windows are being changed.

After discussion, the applicant agreed the 2:2 window option would be the best fit.

After further discussion, the Board unanimously recommended approval as a minor application via an administrative permit with a condition that all windows be the same configurations.

**C. V-3320-17 Wendy Spector**

The application is for Design Review Approval to place a retractable mechanical screen on the western elevation porch of the house. The property is located at 16 The Green in the Residential Medium Density /Design Review District.

Ms. Spector presented the application.

The Board reviewed photographs of the west elevation and the proposed screen.

The screen is meant for seasonal use to keep bugs out of the west facing porch area. When not needed, the screen would be retracted (rolled up).

An electric roller lowers or rises the 20' wide screen into a narrow box that fits just under the porch eave. There are small white channel tracks placed along the sides of the white porch pillars. This helps blend the tracks into the facade as well as assuring a snug fit. The bottom has a narrow frame with a fur-like material at the bottom to assure a tight fit with the stone-ground surface.

The screen is a black nylon mesh which is transparent from either side of the screen. The screen is barely noticeable when lowered.

The inside edge of the fence along the sidewalk is heavily vegetated, this helps to screen the west elevation from public view.

Due to the fact that the screen and associated parts are barely noticeable, the Board unanimously recommended approval as a minor application via an administrative permit.

**D. V-3321-17 Laird Bradley**

The application is for Design Review Approval to place A/C- heat pumps on south & east elevation of home. The property is located at 13 River Street in the Residential Low Density /Design Review District.

Mr. Bradley presented the application.

The Board reviewed photographs of the home and the A/C- heat pump unit.

The owner is replacing aged air conditioners with A/C- heat pump devices. The new devices are much more efficient and produce less noise.

Two units would be placed. One on the south side (front) of the house and one on the east side. Each unit measures 24" tall, 32" wide and 10" deep. They are beige in color.

Both units would be placed behind existing shrubs. The cement platforms are already poured. The shrubs would screen the views from the street.

The views from the street are well screened. However, the eastern neighbor would be able to view the device on the east side of the home.

In addition to the units, a small +/- 2" casing would be placed to a point 8' above the ground level where it would enter the home. On the front, the casing would follow the edge of the bay window and stop just below the bay window eave. On the east elevation, the casing would be placed behind the window shutter, although the lower portion would be visible.

The casings would be painted the color of the house to match the clapboard siding.

After discussion, the Board recommended approval as submitted. The VDRB will review the application on July 12, 2017.

**III. OTHER BUSINESS**

**A. Picnic Tables**

The Board discussed the picnic tables recently approved by the Board of Trustees and placed in the down town area.

The Board agreed the Design Review regulations need to be amended to have street furniture such as this goes through a Design Review process. Street furniture should be reviewed to assure incompatible items are not placed in inappropriate places throughout the Village. Woodstock has a well-earned international reputation due to its look, historic architecture and pleasant streetscapes. Placing items that contrast with this quality does not serve the overall interest of the Village.

The rustic picnic tables as placed, do not conform with Woodstock's iconic architecture. The majority of the buildings in the Village are built in the 1800's or early 1900's. Picnic tables are a later 20<sup>th</sup> century invention.

Placing the rustic tables with their large canvas awnings in prominently viewed areas of the Village lessens the character of the Village. Tourists are drawn to Woodstock specifically for its 18<sup>th</sup> and 19<sup>th</sup> century architecture. The tourist will be taking home pictures of beautiful historic buildings with the incompatible picnic tables in them.

The tables may serve a function, but a higher quality item constructed of wrought iron or other more architecturally appropriate material would conform with the historic surroundings better.

The table currently placed at the intersection of Elm and Central Streets is particularly misplaced. Aesthetically the table and awning combination are much too large for the narrow island. The rustic nature of the table contrasts sharply with the cobble stones of the island. The island is far too narrow for the table.

The table as placed is a safety hazard. The table and awning block views and create a sight distraction for motorists. Pedestrian use of the table conflicts with the intent of the traffic island. The Elm and Central Street intersection is the busiest one in the Village. A passive use, the picnic table, in the middle of a very active area, intersection, is not a good idea. The table will draw families to use the site. Children should not be allowed here. Users will be paying attention to eating, relaxing, reading or whatever and not to the traffic driving by on both sides of them. A user was seen getting up from the table and awkwardly stepping back off the curb. Fortunately the user was young and was able to avoid falling down in traffic. The table as placed will cause users to jay walk as that is the shortest route to the table.

The tables placed on the east end of the green are crowding the space as the Green narrows considerably at the ends. Once again the rustic tables are a distraction from the historic qualities of the Green.

The Design Review Board recommends that the tables not be placed in their current locations. A better placement would be in front of the Chamber of Commerce Welcome Center. An item such as this should be reviewed before placement to assure proper compatibility and adequate safety with its setting.

**B. Band Stand on The Green**

The Board discussed the proposed band stand on The Green which is being promoted by Gary Thulander, President of the Woodstock Inn. A site plan and renderings of the stand were distributed. Historic photographs of the 19th century band stand were viewed.

The proposed location of the band stand is at the axis point of the two foot paths crossing the Green. This is wrong in many respects. A main design element of The Green is the ability to see from one end to the other (east to west to east). It would interfere with maintenance vehicles. A new walkway would be needed to circumvent the 26' wide band stand. This placement would be the most visible and the structure would overwhelm its setting.

The proposed stand is much larger than the original stand. A wheelchair accessible ramp would be placed 3/4s around the octagonal structure. The stand measures 16' across with a 4' ramp creating a diameter of 24'. The structure would be 18.5' tall and the floor would be 2.5' above ground level. There would also be a set of stairs 7' wide with four steps. A cedar shake roof would be placed on top

The original stand did not have a roof, nor did it have stairs. As such, it was much less visible. The stand was located to the south side directly in front of the old Woodstock Inn to allow the Inn's patrons to sit on the front porch with a direct line of sight to the musicians. The Elm trees were very thick at the time of the photograph, adding an additional screening dimension.

Mr. Olson reviewed his two page June 22, 2017 analysis of the proposed structure with the Board. There are many concerns revolving around compatibility issues. The proposed size is quite large for the narrow shape of the Green. When not used, which would be the majority of the time, the structure would feel intrusive, overwhelming the open feeling of the Green. Proper placement of the structure will be very difficult. Mr. Olson suggested a full size mockup of the structure, that could then viewed from numerous vantage points. The Green is the center of the Village visually, historically and emotionally. Caution and appropriate planning will be required to assure compatibility with the Village's most precious resource.

**VI. NEXT MEETING**

The next meeting is scheduled for July 19, 2017.

**V. ADJOURNMENT**

The Board adjourned at 5:05 pm.

Respectfully submitted,

Michael Brands, AICP  
Town/Village Planner