

**SOUTH WOODSTOCK DESIGN REVIEW BOARD
DRAFT MINUTES
November 15, 2016**

Members Present: Glenn Soule
Members Absent: Charles Humpstone, Lyman Shove
Others Present: Michael Brands

I. Opening

Chair Soule opened the meeting at 7:30 pm.

II. PUBLIC HEARING

A. T-4711-16 Christopher & Brigitte Ambrose

Application is for Design Review and Conditional Use approval to convert to residential, remove garage, exterior building changes, create parking and use property as a Short Term Rental. The property is located at 4979 South Road and is zoned Residential Low Density / Design Review.

Mr. Ambrose was not present, the hearing was continued.

III. Adjournment

The meeting adjourned at 7:45 pm

Respectfully submitted,

Michael Brands, AICP
Town Planner

The Board reviewed numerous photographs of the existing structure, renderings of the proposed structure and proposed floorplans.

The applicant received a permit in July 2016 to flood proof existing structure. The current application is to convert a former wood shop to a 3 bedroom residence.

On the west (street) elevation: 1) double doors on the north end would be removed, 2) extend small roof cover over middle two windows, 3) replace 4 window units with Andersen windows 1/2 as tall, 4) remove existing garage and convert to parking, 5) replace shingle siding with clapboards, 6) replace single doors with new doors, and 7) add two exterior lights.

The street side windows are being shortened to create privacy for the residents. The two middle second story windows would remain full length. The structure is very close to the road.

On south elevation: 1) remove garage, 2 add 4 new windows, and 3) replace window in attic with 2' x 3' gable attic vent.

An existing two foot tall eight foot long stone retaining wall would be increased to four feet tall at the rear of the proposed parking lot. The two car parking area is to the south of the building in the same location as the removed garage.

On the east (rear) elevation: 1) remove two porch wings and retain centered two story porch, 2) add stairs from upper to lower deck inside porch areas, 3) remove board and batten siding on upper deck and add railing, 4) add 2 sets of French doors from porch to interior living area, 5) convert double windows on either side of porch to triple windows, and 6) raise grade up against home by 2' to protect foundation.

On the north elevation: 1) changes windows in current locations with new insert units, and 2) window in attic to be converted to 2' x 3' wooden gable attic vent.

The flood hazard impact will be reviewed by the TDRB.

The previous owner noted the structure has always been sided with shingles and stated a preference that the shingle siding be retained.

After discussion, the Board recommended approval as presented.

III. Adjournment

The meeting adjourned at 7:45 pm

Respectfully submitted,

Michael Brands, AICP
Town Planner