

**SOUTH WOODSTOCK DESIGN REVIEW BOARD
DRAFT MINUTES
April 18, 2017**

Members Present: Charles Humpstone, Glenn Soule, Lyman Shove
Members Absent: None
Others Present: Jody Loring, Jeanne Matos, Susan Ford, Ekiah Pickett, Michael Brands

I. OPENING

Chair Humpstone opened the meeting at 7:30 pm.

II. PUBLIC HEARING

A. T-4711-16 Jody Loring

Application is for Design Review and Conditional Use approval to establish a home occupation and add design review changes. The property is located at 4398 Church Hill Road and is zoned Residential Low Density / Design Review.

Ms. Loring presented the application.

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

The owner wishes to convert garage space in the south building to a home occupation use that would bake dog biscuits. Design Review is required to place vents and to confirm changes made during the recently built structure. A bedroom is located on the second floor.

Ms. Loring presented a new drawing of the north elevation of the south structure showing relocated vents for the biscuit ovens.

Two square vents would be placed side by side between the north elevation entrance door and the window to the west. A photograph of the vents was viewed. The vents would be painted to match the color of the clapboards. A tree would be planted to help screen the vents when viewed from Church Hill Road.

On the second floor of the north elevation a square vent for a gas-fired fireplace would be placed centered between the two shed dormer set of windows.

Two goose neck light fixtures would be placed on either end of the north elevation. There is a long walkway between the main house and the south structure that creates a dark alley. Pictures of the light fixtures were viewed by the Board.

The Board reviewed the changes made when the building was constructed last year.

On the west elevation, the rear mounted trellis over the patio area was converted to a roof. On the second story, a 4:1 double hung window was placed on the south side to match the existing one on the north side.

On the north elevation a matching 4:1 double hung window was added to the east side of the shed dormer making a set of two evenly spaced windows.

After discussion, the Board recommended approval as presented.

B. T-4730-17 Jeanne Matos

Application is for Design Review and Conditional Use approval 1) to create an apartment, 2) to use property as both a B&B and a Short Term Rental, and 3) to remove windows, garage doors and to add and replace numerous windows. The property is located at 4946 South Road and is zoned Residential Low Density / Design Review.

Ms. Matos presented the application. Ms. Ford, attorney, and Mr. Pickett, contractor, were also present.

The Board reviewed numerous photographs of the existing structure, renderings of the proposed changes and proposed floor plans.

Ms. Matos presented new photo-shopped graphics showing the finished look of the proposed changes.

A proposed apartment is requested to be located at the rear of the building which is currently a garage. The conversion would require numerous door and window changes.

On the south elevation, the garage doors would be removed and replaced with two 6:6 double hung windows placed side by side matching those located directly east of the entrance door. Two goose neck type lights would be placed on either side of the entrance door, the existing light fixture would be removed. On the second floor, the west side gable dormer window would be replaced with a 6:6 fixed unit, and the east side gable dormer window would be replaced with a 6:6 double hung unit.

On the rear (west) elevation, all windows and doors would be removed. They would be replaced with two 15 light french doors with two 6:6 double hung windows placed immediately to the sides of the proposed doors. On the second floor, two fixed six light window units would be stacked over four similar units to maximize light input. Three goose neck style light fixtures are proposed, one centered directly over the second floor windows and two flanking the lower story windows.

The rear elevation is not visible by neighboring homes or the passing public as it faces a hill side.

On the east elevation, all windows on the first floor of the garage portion would be removed and replaced with clapboards. On the second floor, the two gable dormer windows on the west end would be replaced with 6:6 fixed units.

All clapboards on the garage portion of the home would be replaced with a color impregnated cement clapboard. The existing reveal would be matched. Mr. Pickett showed the Board a sample of the product. The color would be a dark grayish beige. There is no intent to paint the clapboards.

The existing light fixture over the south elevation entrance door to the front apartment would be changed to a goose neck fixture.

After discussion, the Board unanimously recommended approval as presented.

III. Adjournment

The meeting adjourned at 7:45 p.m.

Respectfully submitted,

Michael Brands, AICP
Town Planner