

**VILLAGE DEVELOPMENT REVIEW BOARD  
DRAFT MINUTES  
May 11, 2016**

**PRESENT:** Jim Mills, Keri Cole, Jane Soule  
**ABSENT:** Randy Mayhew, Benjamin Pauly  
**ALSO PRESENT:** Bruce Frizzell, Brian Flynn, Michael Brands

**I. CALL TO ORDER**

The meeting was called to order at 7:30 p.m.

**II. PUBLIC HEARINGS**

**A. Old Business** None

**B. New Business**

**1. V-3226-16** Lynn Manger

The application is for Design Review Approval to replace existing 40 l.f. picket fence and add 115 l.f. picket fence with composite material picket fence (AZEC). The property is located at 10 Pleasant Street and is zoned Residential High Density / Design Review.

Mr. Frizzell, contractor, presented the application.

The VDRB reviewed a site plan and a model of the proposed fence.

The applicant wishes to remove the existing fence and replace it with one that matches the style of the neighbor to the east for continuity purposes. The fence would be extended 115' westerly of existing fence to the guard rail over the Kedron Brook.

To reduce future maintenance, the owner proposes a fence constructed of AZEC. This is a cellular plastic product that is paintable. The larger horizontal members would have an aluminum rod within for structural support purposes.

An example of the fence was presented to the VDRB. The proposed fence would have 1 1/4" pickets versus the model's 1 1/2" pickets.

The 5 1/2" square posts would also be constructed of the same product.

The VDRB agreed the look of the model resembles wood, and when viewed from a distance would be indistinguishable from wood. An AZEC fence would require less maintenance, and therefore, be longer lasting than a wood fence.

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The Town Planner mentioned the fence would require a review by the Trustees as it is within the Village street right-of-way. The Trustees are concerned with future sidewalk maintenance and prefer the fence to be placed away from the sidewalk.

The Design Review felt it is very important design-wise to place the fence as close as possible to the sidewalk. This would keep new fences in line with the older existing fences within the Village and also avoids the lawn maintenance required on the street side of the sidewalk. On this particular property there is a very steep slope, almost mandating placement near the sidewalk.

The Design Review Board's recommendation to approve as presented was read.

Testimony was voted close.

**2. V-3227-16 Jed Dickinson**

The application is for Design Review Approval to replace cedar shake roof on rear of house with standing seam roof. The property is located at 21 River Street and is zoned Residential Low Density / Design Review.

The application was granted an administrative permit per recommendation by the Design Review Board that the request be considered a minor application.

**C. V-3228-16 Flannel Country Store LLC**

The application is for Design Review Approval to replace awning and include 3.6 sq. ft. in wording and to place lights on hanging sign. The property is located at 13 Elm Street and is zoned Central Commercial / Design Review.

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

The VDRB reviewed photographs of the existing awning and the projecting sign brackets above.

The owner wishes to place a sign within the existing wood frame which has been there for years. The previous sign was removed over a year ago.

The frame measures 40" x 47" (13.19 sf). The interior dimensions are 33.5" x 41" (9.5 sf). The maximum size for a projecting sign is 10 sf.

The VDRB recommended that the owner be allowed to place the proposed sign within the existing frame. However, they asked that the sign if placed fill the entire space within the frame. The owner did not have a rendering of the proposed sign.

Illumination of the sign would be via two small 8 watt LED fixtures. Each fixture measures 6" long with a 2 3/8" diameter. The fixtures and the associated junction box would be black. The box would be mounted centered above the sign bracket.

The owner also wishes to replace the existing awning. A dark green retractable awning in a Sunbrella fabric would be placed in the same location and on the same frame. The awning would be of the same style as that of the Village Butcher shop across the street with a straight awning flap.

The words "Vermont Flannel" in 6" high gold lettering would be placed 86" long on the awning flap. The sign equals 3.6 sq. ft.

After discussion, the Design Review Board recommendation to approve as presented was read.

Testimony was voted close.

**D. V-3229-16 Mary Anne Flynn**

The application is for Design Review Approval to do exterior changes including clapboards, shutters, roof repairs and to remove rear chimney and glass panels on side porch and to install a 81 l.f. fence. The property is located at 27 Pleasant Street and is zoned Residential High Density / Design Review.

Mr. Flynn presented the application.

The VDRB reviewed a site plan and photographs of the home.

The VDRB read the owner's list of items to be renovated. Cut sheets accompanied each of the planned improvements.

Clapboards on the front of the home would be removed and replaced with wood clapboards that match the adjoining 25 Pleasant Street structure. Aluminum siding would be removed on the side of the home and replaced with the same clapboards as proposed for the front.

Old shutters would be removed and replaced with new wood shutters of the same design with a 1 3/4" louver.

The glass enclosure panels (windows and a door) would be removed from the side porch and rebuilt as the original open porch style. The porch's roof support posts would remain as is.

Four sections of roofing would be removed and replaced with a charcoal gray metal standing seam; side bay window, side porch, garage entry and the rear shed. The existing roofs are in disrepair.

A 36" tall wooden picket fence would be placed 58' along Ford Street and 23' parallel to the driveway. The owner wishes to create a small private space. The driveway entrance would not be fenced in. The post style would match existing posts on the patio.

Approval from the Board of Trustees is required for the fence as it is proposed to be placed within the street right-of-way. The applicant agreed to do so.

A rear brick chimney in disrepair would not be removed. The owner hopes to restore it as is, but is not certain if that is possible.

The VDRB agreed to grant an option on removing or restoring the chimney.

The proposed gas vent on the east elevation would not be placed, unless needed. The vent is a half round shape and would be painted the same color as the clapboards. The vent would be placed on the east elevation just north of the northernmost side door.

The VDRB agreed to grant an option on placing the vent.

The applicant made an additional request. They wish to replace the side entrance 6 panel door with a 4 panel door to match the 4 panel door on the front of the home. The current doors are old and in need of repair. The new wood doors would be a more robust 1 7/16" thick. All doors would have 4 panels.

The Design Review Board recommendation to approve as presented was read.

Testimony was voted close.

### **III. OTHER BUSINESS**

#### **A. Administrative Officer's Report**

The report was issued and discussed.

### **IV. DELIBERATIONS**

#### **A. V-3226-16 Lynn Manger**

*After discussion the following findings of fact were established:*

1. The VDRB reviewed a site plan and a model of the proposed fence.
2. Applicant wishes to remove existing fence and replace with one that matches the style of the neighbor to the east for continuity purposes. The fence would be extended 115' westerly of existing fence to the guard rail over the Kedron Brook.
3. To reduce future maintenance, the owner proposes a fence constructed of AZEC. This is a cellular plastic product that is paintable. The larger horizontal members would have an aluminum rod within for structural support purposes.
4. An example of the fence was presented to the VDRB. The proposed fence would have 1 1/4" pickets versus the model's 1 1/2" pickets.
5. The 5 1/2" square posts would also be constructed of the same product.

6. The VDRB agreed the look of the model resembles wood, and when viewed from a distance would be indistinguishable from wood. An AZEC fence would require less maintenance, and therefore, be longer lasting than a wood fence.
7. The Town Planner mentioned the fence would require a review by the Trustees as it is within the Village street right-of-way.
8. The Design Review Board's recommendation to approve as presented was read.

**After additional discussion, Ms. Soule moved with a second by Ms. Cole to approve the application as presented. The motion passed with a 3-0 vote.**

**B. V-3227-16 Jed Dickinson Granted as a Minor Application**

**C. V-3228-16 Flannel Country Store, LLC**

*After discussion the following findings of fact were established:*

1. The VDRB reviewed photographs of the existing awning and the projecting sign brackets above.
2. The owner wishes to place a sign within the existing wood frame which has been there for years. The previous sign was removed over a year ago.
3. The frame measures 40" x 47" (13.19 sf). The interior dimensions are 33.5" x 41" (9.5 sf). The maximum size for a projecting sign is 10 sf.
4. Illumination of the sign would be via two small 8 watt LED fixtures. Each fixture measures 6" long with a 2 3/8" diameter. The fixtures and the associated junction box would be black. The box would be mounted centered above the sign bracket.
5. The owner also wishes to replace the existing awning. A dark green retractable awning in a Sunbrella fabric would be placed in the same location and on the same frame. The awning would be of the same style as that of the Village Butcher shop across the street with a straight awning flap.
6. The words "Vermont Flannel" in 6" high gold lettering would be placed 86" long on the awning flap. The sign equals 3.6 sq. ft.
7. After discussion, the Design Review Board recommendation to approve as presented was read.

**After additional discussion, Ms. Soule moved with a second by Ms. Cole to approve the application with the following condition:**

1. **The projecting sign shall measure no more than 10 square feet and shall fit within the existing frame with no gap showing.**

**The motion passed with a 3-0 vote.**

**D. V-3229-16 Mary Anne Flynn**

*After discussion the following findings of fact were established:*

1. The VDRB reviewed a site plan and photographs of the home.
2. The VDRB read the owner's list of items to be renovated. Cut sheets accompanied each of the planned improvements.

3. Clapboards on the front of the home would be removed and replaced with wood clapboards that match the adjoining 25 Pleasant Street structure. Aluminum siding would be removed on the side of the home and replaced with the same clapboards as proposed for the front.
4. Old shutters would be removed and replaced with new wood shutters of the same design with a 1 3/4" louver.
5. The glass enclosure panels (windows and a door) would be removed from the side porch and rebuilt as the original open porch style. The porch's roof support posts would remain as is.
6. Four sections of roofing would be removed and replaced with a charcoal gray metal standing seam; side bay window, side porch, garage entry and the rear shed. The existing roofs are in disrepair.
7. A 36" tall wooden picket fence would be placed 58' along Ford Street and 23' parallel to the driveway. The owner wishes to create a small private space. The driveway entrance would not be fenced in. The post style would match existing posts on the patio.
8. Approval from the Board of Trustees is required for the fence as it is proposed to be placed within the street right-of-way. The applicant agreed to do so.
9. A rear brick chimney in disrepair would be not be removed. The owner hopes to restore it as is, but is not certain if that is possible. The VDRB agreed to grant an option on removing or restoring the chimney.
10. The proposed gas vent on the east elevation would not be placed, unless needed. The vent is a half round shape and would be painted the same color as the clapboards. The vent would be placed on the east elevation just north of the northernmost side door. The VDRB agreed to grant an option on placing the vent.
11. The applicant made an additional request. They wish to replace the side entrance 6 panel door with a 4 panel door to match the 4 panel door on the front of the home. The current doors are old and in need of repair. The new wood doors would be a more robust 1 7/16" thick. All doors would have 4 panels.
12. The Design Review Board recommendation to approve as presented was read.

**After additional discussion, Ms. Cole moved with a second by Ms. Soule to approve the application with an option on the vent and the chimney as presented. The motion passed with a 3-0 vote.**

**V. APPROVAL OF MINUTES**

The April 27, 2016 minutes were approved as submitted.

**VI. ADJOURNMENT**

The meeting was adjourned at 8:20 p.m.

Respectfully submitted,

Michael E. Brands, AICP  
Town/Village Planner