

**VILLAGE DEVELOPMENT REVIEW BOARD**  
**DRAFT MINUTES**  
**May 24, 2017**

**MEMBERS PRESENT:** Jane Soule, Randy Mayhew, Keri Cole, Wendy Spector  
**MEMBERS ABSENT:** One Vacancy  
**OTHERS PRESENT:** Al Sorrentino, David Laurin, Glen Valentine, Ken Howe, Frank Leibly, Cheryl Treworgy, Clay Adams, Norman Frates, Jr., Michael Brands

**I. CALL TO ORDER:**

Vice-Chair, Jane Soule called the meeting to order at 7:30 p.m.

**II. PUBLIC HEARINGS:**

**A. New Business:**

**1. V-3305-17 Jonathon and Kimbel Biele**

The application is for Design Review Approval to demolish existing barn and construct 1357 sq. ft. three car garage with 359 sq. ft. heated space & 34 sq. ft. porch. The property is located at 17 River Street in the Residential Low Density /Design Review District.

Mr. Sorrentino, architect, presented the application.

The VDRB reviewed numerous photographs of the barn and renderings of the proposed garage.

The owner desires a storage facility for the many vehicles and bikes he owns. A new two story garage is proposed.

An old barn in need of repair would be removed. The barn is non-complying in that it does not meet side and rear setbacks. The proposed 1500 square foot garage would be smaller than the existing 2500 square foot barn. The side setback would be brought into compliance, the rear setback would be maintained as is.

The proposed 32' x 28' garage would be built in an east-west orientation directly behind the owners' home. The 3 bay garage would be accessed via an existing driveway. A stairway would be placed in an 8.5' x 16' appendage located on the south east corner of the building.

The garage would have a standing seam roof, siding would be old barn boards placed vertically.

The south elevation, and most visible, would be treated as a traditional facade with five small square 4 light barn windows across the first floor. The second floor would have a shed dormer with 3 sets of side by side six light casement windows.

The windows on the east and west elevations would be 10 square windows set in a right angle triangle to enhance the amount of natural light within. An aluminum frame would be used.

The east elevation appendage would have a double hung window in the peak. On the north end of the first floor, a 4' x 8' open porch would be placed.

On the north elevation, three sets of garage doors would be placed. Each garage door would have eight large glass panels framed in aluminum. There would be three standard skylights placed at the roof peak. The appendage would have a double door opening to the interior stairs.

The glass paneled garage doors and the aluminum frames were not submitted with the original application.

The Design Review Board recommendation noted concerns with the visibility of the north and east facades.

The west facade faces a tall stockade fence which would screen the view from the neighbor.

The aluminum framed windows would be viewable down the driveway and north across the neighbor's lawn. They are less visible when viewed further south along River Street.

The Design Review Board's split recommendation to approve with screening was read. Two members recommended approval with screening and one member felt the modern looking windows and glass paneled garage doors were not compatible with the traditional architecture of the neighborhood.

The architect submitted a site plan with two view sheds (north of and south of the Biele home) from River Street. Four trees are proposed on the north and three on the south that would screen the views of the new garage.

The architect did not know what type tree was to be planted.

The VDRB asked that the trees be planted at a six foot height. The type tree was left up to the owner.

It was noted the stockade fence along the driveway would be removed and may not be replaced.

Testimony was voted close.

**2. V-3307-17 Mascoma Savings Bank**

The application is for Design Review, Site Plan and Conditional Use Approval to demolish existing building and replace with 4060 sq. ft. building. The property is located at 429 Woodstock Road in the Commercial / Light Industrial / Design Review District.

Mr. Laurin, architect, presented the application. Numerous bank employees were present.

The VDRB reviewed photographs of the existing building and renderings of the proposed building.

Mr. Laurin gave a brief overall description of the project reviewing traffic impacts, site plans, landscaping plans, lighting plans and signage.

Seventeen parking spaces are proposed, one of which on the north side of the building would be a handicap space. There would be 7 employees. All parking areas would be paved.

The former T.D. Bank building originally constructed in the 1970s would be removed and replaced with a totally new building. The building would be built essentially on the same footprint, but 4' closer to Route 4 and 10' longer. The current driveway in front of the building would be removed and replaced with lawn.

The same parking lot entrance and exits would be used. The exit would be marked for two access points to Route 4, east and west. Signage will be provided both painted on the ground and small free standing signs. Granite curbing would be used, although the plans note asphalt curbing.

One drive-through teller window would be provided. Currently there are two drive-through teller windows. An external car accessible ATM would be placed on the southwest corner of the lot. Vehicles would have access through the rear of lot, west of the teller window and east of the ATM machine.

The young maple trees along the front would be maintained as is. The landscaping would be significantly enhanced to provide numerous flowers and other in seasonal plants. The proposed trees to be planted west of the current wood fence have been removed from the design. The slope was determined to be too steep to support the trees. The wood fence would be rebuilt as is.

A design change was made to go with brick siding versus the proposed clapboard siding. The dirt generated by traffic would have less of an impact on the brick than on the clapboard siding.

The first floor would have 1960 square feet and the second floor 999 square feet. Offices would be placed upstairs.

A portion of the basement area would be a full basement, for utilities. The rest would be a crawl space.

The building would have sprinklers installed.

The building would be 22' tall on the single story portions and 32' tall on the two story portions.

An architectural shingle would be used on the roof to compliment the red brick. A water struck red brick would be used for the siding. All sills and lintels would be granite.

Seven 13' tall parking lights (10' post on 3' base) would be placed. Each post would have a 13" wide flat fixture with LED bulbs. A lighting plan was reviewed noting foot candle dispersement. The LED bulbs focus light directly down with little glare. The color index would be 3000 K, which is on the softer side (more yellow than blue).

The lights would be placed on a timer to stop at dawn. A 6:00 pm turn-off was suggested as the offices close at 5:00 pm. The ATM has internal lights and does not require additional lighting.

The Design Review Board recommended that the existing ambient lighting levels be checked to verify that the proposed lighting does not create a hot spot when viewed from Route 4.

The architect felt the proposed lighting would blend in with the neighbors.

The proposed signs would not include the logo and the top of the sign frame would be straight across. The two main signs would be illuminated via a LED strip of lights placed within the upper portion of the sign frame. The light would wash across the sign with no over flow.

The Design Review Board's recommended to approve as presented, with a request for additional information on the existing ambient lighting levels was read by the VDRB.

The VDRB reviewed Sections 405 Design Review, 508 Exterior Lighting, 709 Site Plan Review, and 710 Conditional Use.

Testimony was voted close.

### III. OTHER BUSINESS

#### A. Zoning Officer's Report

The report was issued. The current VDRB vacancy was discussed.

### IV. DELIBERATIONS:

#### A. V-3305-17 Jonathon and Kimbel Biele

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

1. The VDRB reviewed numerous photographs of the barn and renderings of the proposed garage.
2. The owner desires a storage facility for the many vehicles and bikes he owns. A new two story garage is proposed.
3. An old barn in need of repair would be removed. The barn is non-complying in that it does not meet side and rear setbacks. The proposed 1500 square foot garage would be smaller than the existing 2500 square foot barn. The side setback would be brought into compliance, the rear setback would be maintained as is.
4. The proposed 32' x 28' garage would be built in an east -west orientation directly behind the owners' home. The 3 bay garage would be accessed via an existing driveway. A stairway would be placed in an 8.5' x 16' appendage located on the south east corner of the building.
5. The garage would have a standing seam roof, siding would be old barn boards placed vertically.
6. The south elevation, and most visible, would be treated as a traditional facade with five small square 4 light barn windows across the first floor. The second floor would have a shed dormer with 3 sets of side by side six light casement windows.
7. The windows on the east and west elevations would be 10 square windows set in a right angle triangle to enhance the amount of natural light within. An aluminum frame would be used.
8. The east elevation appendage would have a double hung window in the peak. On the north end of the first floor, a 4' x 8' open porch would be placed.
9. On the north elevation, three sets of garage doors would be placed. Each garage door would have eight large glass panels framed in aluminum. There would be three standard skylights placed at the roof peak. The appendage would have a double door opening to the interior stairs.
10. The Design Review Board's split recommendation to approve with screening was read. Two members recommended approval with screening of the east and north elevations. One member felt the modern looking windows and glass paneled garage doors were not compatible with the traditional architecture of the neighborhood.
11. The architect submitted a site plan with two view sheds (north of and south of the Biele home) from River Street. Four trees are proposed on the north and three on the south that would screen the views of the new garage. The architect did not know what type tree was to be planted.

12. The VDRB asked that the trees be planted at least six feet tall. The type tree would be left up to the owner.
13. It was noted the stockade fence along the driveway would be removed and may not be replaced.
14. The VDRB reviewed Sections 405 Design Review and 606 Nonconforming Structures.

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

1. **Trees meant for screening shall be at least six feet tall at time of planting.**

**The motion was approved with a 4-0 vote.**

**B. V-3307-17 Mascoma Savings Bank**

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

1. The VDRB reviewed photographs of the existing building and renderings of the proposed building.
2. The architect gave a brief overall description of the project reviewing traffic impacts, site plans, landscaping plans, lighting plans and signage.
3. Seventeen parking spaces are proposed, one of which on the north side of the building would be a handicap space. There would be 7 employees. All parking areas would be paved.
4. The former T.D. Bank building originally constructed in the 1970s would be removed and replaced with a totally new building. The building would be built essentially on the same footprint, but 4' closer to Route 4 and 10' longer. The current driveway in front of the building would be removed and replaced with a lawn.
5. The same parking lot entrance and exits would be used. The exit would be marked for two access points to Route 4, east and west. Signage would be painted on the ground and as small free standing signs. Granite curbing would be used, although the plans note asphalt curbing.
6. One drive-through teller window would be provided. An external car accessible ATM would be placed on the southwest corner of the lot. Vehicles would have access through the rear of lot, west of the teller window and east of the ATM machine.
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12. An architectural shingle would be used on the roof to compliment the red brick. A water struck red brick would be used for the siding. All sills and lintels would be granite.
13. Seven 13' tall parking lights (10' post on 3' base) would be placed. Each post would have a 13" wide flat fixture with LED bulbs. A lighting plan was reviewed noting foot candle dispersment. The LED bulbs focus light directly down with little glare. The color index would be 3000 K, which is on the softer side (more yellow than blue).
14. The lights would be placed on a timer to stop at dawn. A 6:00 pm turn-off was suggested as the offices close at 5:00 pm. The ATM has internal lights and does not require additional lighting.
15. The proposed signs would not include the logo and the top of the sign frame would be straight across. The two main signs would be illuminated via a LED strip of lights placed within the upper portion of the sign frame. The light would wash across the sign with no over flow.
16. The Design Review Board's recommended to approve as presented, with a request for additional information on the existing ambient lighting levels was read by the VDRB.
17. The VDRB reviewed Sections 405 Design Review, 508 Exterior Lighting, 709 Site Plan Review, and 710 Conditional Use.

**After further discussion, Ms. Spector moved with a second by Ms. Cole to approve the application as presented.**

**The motion was approved with a 4-0 vote.**

**V. APPROVAL OF MINUTES**

The approval of the April 26, 2017 minutes was continued.

**VI. ADJOURNMENT:**

The Board adjourned at 8:15 p.m.

Respectfully submitted,

Michael Brands, AICP  
Town Planner