

**DESIGN REVIEW BOARD
DRAFT MINUTES
January 3, 2018**

Members Present: Jeff Bendis, Don Olson, Nancy Sevchenko
Members Absent: Jack Rossi, Beverly Humpstone
Others Present: Michael Brands

I. CALL TO ORDER

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

II. PUBLIC HEARINGS

A. V-3356-17 Woodstock Investments

The application is for Conditional Use and Design Review Approval to renovate facade, change use from retail to restaurant and reconfigure three apartments into two apartments on 2nd and 3rd level. The property is located at 20 Central Street and zoned Central Commercial / Design Review District.

The application was continued to the next meeting, January 17, as there was no one present to submit the application.

The Board decided to conduct a brief review which may help the applicant at the next meeting.

The Board made the following comments:

1. The Board questioned if the roof over the bay window has changed or will it remain as it currently is?
2. Will the Morgan Block sign remain or did it not make it onto the rendering? The Board prefers the sign to remain as it is a historic element.
3. There are no dimensions on the proposed projecting sign. The sign could be dealt with administratively. However, if the sign is to be illuminated it does get reviewed through the Design Review process. Therefore, more information would be necessary.
4. The Board questioned where the dumpster(s) would be located as this is a constant issue with restaurants.

5. Additional information on how the windows open and what time periods they would be open was requested.
6. The Board questioned how the slider windows on the side elevation operate and would both slide or is one window fixed?
7. The Board asked for clarification of when the windows will be opened/closed and if the clientele will have an option to open or close windows themselves?
7. The Board asked for more light intensity/brightness information for the side lights. The intent is to have a softer, lower level of illumination.
8. The color of the columns on the side elevation was discussed. The Board stated that the columns should stand out somewhat versus being part of the background.
9. A view of the front facade with the windows open was requested.

The Town Planner will pass the comments on to the applicant.

III. OTHER BUSINESS

VI. NEXT MEETING

The next meeting is scheduled for January 17, 2018

V. ADJOURNMENT

The Board adjourned at 4:45 pm.

Respectfully submitted,

Michael Brands, AICP
Town/Village Planner