

**DESIGN REVIEW BOARD
DRAFT MINUTES
March 21, 2018**

Members Present: Don Olson, Jack Rossi
Members Absent: Jeff Bendis, Nancy Sevchenko, Beverly Humpstone
Others Present: Craig Moore, Glen Valentine, David Laurin, Anthony Amato,
Jill Amato, Les Berge, Michael Brands

I. CALL TO ORDER

Chair Pro Tem Don Olson called the meeting to order at 4:00 p.m.

II. PUBLIC HEARING

A. V-3345-18 Mascoma Savings Bank

The application is for Design Review and Site Plan Review Approval to install a screen fence at south elevation and to install a sloped roof structure over ATM. The property is located at 429 Woodstock Road and zoned Commercial / Light Industrial and Density / Design Review.

Mr. Laurin, architect, presented the application. Mr. Valentine, representing the bank, was present.

The Board reviewed photographs, renderings and site plans showing the proposed location of the screening fence.

Air handling equipment was added to the south wall of the new building. This had not been part of the original plan.

A 6' high angled board fence is proposed to hide the equipment. The fence would be placed 6' south of the building. The boards would be angled away from the street to screen the equipment yet would allow air passage.

Three hydrangea trees would be planted in the remaining 4' of space just south of the wall. This would add another layer of screening.

The fence would be built of pressure treated wood with PVC trim. The fence would be stained once the wood has aged.

A second item not included in the original plan is to add an angled flat roof over the ATM machine. The 5' wide roof would average 7' in height and be angled away from the street. A black standing seam roof would be placed. The roof structure would be supported by

four 6" x 6" wood posts. The roof is intended to provide weather protection for the external ATM machine. The ATM is located west and slightly south of the building away from the street.

A third change is to alleviate a storm water issue on Route 4. Storm water ponds at the bank's exit to the street. A grass lined swale would be placed to allow storm water to drain towards Maxham Meadow Way.

A birch tree just south of the exit is to be removed. The birch tree was to be replaced by a crab apple tree in the previous application. However, the State AOT officials will not allow a replacement tree in this location. The area surrounding the swale is to be replanted with numerous shrubs in the spring.

Mr. Olson suggested placing a slight turn at the end of the fence to provide more architectural strength.

Mr. Laurin noted there is no room for this.

The Board prefers a replacement tree for the removed birch tree but is understanding of the State restriction.

After discussion, the Board recommended approval as discussed.

B. V-3348-18 Anthony & Jill Amato

The application is for Design Review Approval to construct 648 square foot addition on north elevation of existing inn and to upgrade windows. The property is located at 3 Church Street and zoned Inn / Design Review.

Mr. And Mrs. Amato presented the application.

The Board reviewed numerous photographs of existing windows and the building as well as renderings and photographs of the proposed addition. A model of the proposed window was also shown.

The new owners of the Blue Horse Inn wish to remove and replace 60 windows. The existing windows are in a bad state of repair and would be replaced with modern energy efficient units. All windows except on the newer western section along Church Street would be changed to the new windows.

Proposed windows would match existing grid patterns. A cut sheet of the Harvey window units was supplied. External mullions would be used throughout. An external half screen would be placed for ventilation purposes.

A new addition on the northwest corner of the building would be added. This would be a master bedroom for the existing apartment located on the west side of the building. The current bedroom is extremely small and would be removed.

The addition measures 18' x 18'. All windows on new addition would match existing windows. The casement windows currently in place on the west elevation would remain as is.

The basement area would also be enclosed. The current basement area is used as a laundry room.

The addition fills in a corner of the building. The addition would not go further north of the north side porch. A set of porch steps accessing the back lawn help to screen the addition.

The lawn area is heavily vegetated, helping to screen the addition from northern views across the river.

The existing air units would be placed on the north elevation, again screened by the stairs to the lawn.

Clapboards, trim and roofing details would match existing.

The neighbors to the west have been contacted, and have expressed no concerns.

The owners hope to be finished for a July 1st opening.

After discussion, the Board recommended approval as presented.

C. V-3350-18 Mascoma Savings Bank

The application is for Design Review Approval to affix a 36 sq. ft. illuminated sign and place a 19.7 sq. ft. illuminated free-standing sign. The property is zoned Commercial / Light Industrial / Design Review and is located at 428 Woodstock Road.

Mr. Moore, Barlo Signs, presented the application.

The Board reviewed numerous renderings of proposed signs and placement.

Due to the illumination of the signs, Design Review approval is required.

The main sign, attached to the east facade measures 9' x 4'. It would be externally illuminated via LEDs which are mounted in a narrow cap inserted into the top frame. The light fixtures are totally hidden from view. The LEDs are designed to wash light across the sign.

A 20 sq. ft. free-standing sign would replace the existing free-standing sign. This is located just south of the entrance. It also would be illuminated with the same LED lighting concept, mounted into the top frame element.

The Board questioned the use of a curved arc at the top of the signs, especially in relation to the building architecture. The Board felt a rectangular sign would be more compliant

with the square elements of the building.

Mr. Moore noted all signs meet the square footage allowance of the zoning regulations. The signs are also a new design the bank is using on all its branches.

After discussion, the Board agreed to recommend approval of the application as presented.

D. V-3351-18 Sam DiNatale

The application is for Design Review Approval to place a menu board sign on property. The property is located at 28 Central Street and zoned Central Commercial / Design Review.

Ms. DiNatale was not present. The application was presented by the Town Planner.

The owners wish to place an exterior menu board for the Mon Vert Restaurant at the main entrance.

The Board reviewed photographs of the proposed sign and the front of the building showing the fenced-in patio.

The menu board sign would be placed just inside the fence to the right of the entrance.

The sign would not be illuminated.

The sign would be constructed of wood with a glass top to view the menu.

The sign would not have the flower boxes noted in the photograph. Nor would it have "menu" written on top as in the photograph.

The sign meets the sign standards noted in Section 519.

After discussion, the Board agreed to approve the sign as a minor application to be issued administratively.

E. V-3352-18 Sunset Farm Condominium Assoc.

The application is for Design Review Approval to replace all windows in the building. The property is located at 21710 Maxham Meadow Way and zoned Commercial / Light Industrial / Design Review District.

Mr. Berge, contractor, presented the application.

The Board reviewed numerous photographs of existing windows and a brochure of the proposed windows.

A double pane energy efficient window would replace an old set of windows. The current windows are 37 years old and failing.

All 129 windows are to be replaced with the new energy efficient units.

The new Pella windows would match existing units. Frames are fiberglass.

The entire frame and window structure would be removed and replaced.

The new units would have brown window screens and brown frames that would match the building color better.

After discussion, the Board unanimously agreed to approve the request as a minor application via an administrative permit.

III. OTHER BUSINESS

VI. NEXT MEETING

The next meeting is scheduled for April 18, 2018.

V. ADJOURNMENT

The Board adjourned at 5:45 pm.

Respectfully submitted,

Michael Brands, AICP
Town/Village Planner