

**DESIGN REVIEW BOARD  
DRAFT MINUTES  
April 18, 2018**

Members Present: Jeff Bendis, Don Olson, Jack Rossi  
Members Absent: Beverly Humpstone, Nancy Sevchenko,  
Others Present: Karim Houry, Isabelle Chicoine, Ned Macksoud, David Sigl, Tony Amato, Gary Thulander, Michael Brands

**I. CALL TO ORDER**

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

**II. PUBLIC HEARING**

**A. V-3353-18 Chicoinette, LLC**

The application is for Design Review for window and door changes and to place A/C unit on East elevation. The property is located at 61 River Street and zoned Residential Medium Density and Density / Design Review.

Mr. Houry and Ms. Chicoine, owners, and Mr. Macksoud, contractor, presented the application.

The Board reviewed photographs, renderings and site plans showing the proposed changes.

The owners purchased the bed and breakfast on March 5, 2018. They are making a number of renovations.

Seven windows would be replaced, 3 on the front dormer, 2 on the second floor next to the chimney on the west facade and 2 on the second floor of the east facade. The existing west and front windows are 2:2. The existing east facade windows are 12:12.

The owners wish to have a more traditional look, and would be placing 8:8 Marvin windows in the seven locations. The original request was changed from a 6:6 unit.

On the east facade towards the rear aof the building a side by side set of double hung windows would be replaced with a sliding door. The photograph as presented is confusing, only one set of sliders is proposed not two sets.

An exterior A/C unit will be placed at the rear of the east elevation. The unit would feed directly through the wall and not have any external duct work..

The owners asked to add a few landscaping items to their application.

The front walkway is currently paved with asphalt. This would be changed to paving stones.

A 3' wide opening would be created in the fence that runs along driveway. A walkway be placed to connect with the main front walkway allowing clients to enter the front door. Wood posts would be placed on either side of opening as part of the fence. The posts would not be taller than current fence.

A third step would be added for the front stairs as currently there are only two steps.

After discussion, the Board recommended approval as discussed.

**B. V-3356-18 Charlie and Carolyn Kimbell**

The application is for Design Review Approval to remove rear porch and rebuild as a screened-in porch. The property is located at 19 River Street and zoned Residential Low Density / Design Review.

The owners were not present. The Town Planner presented the application.

The Board reviewed numerous photographs of existing porch and proposed renderings.

The owners wish to remove a rear deck and convert existing enclosed porch to a screened porch.

All trim details would match existing.

The existing enclosed porch would be totally reconstructed. Existing soffit and eave would remain as is.

A new roof pitched both to the sides and towards the rear would be placed.

The entrance and 4 step stairway would be centered on the porch facade.

Screened panels would be added to all three sides with a screen door placed centered on rear facade. A set of 4 step stairs would be placed with railing. The area under the stairs and the porch would be sided with horizontally placed panels.

The location of the proposed porch is on the rear of the building and is not visible from the street.

After discussion, the Board recommended approval as presented.

**C. V-3357-18 Joanna Garbisch**

The application is for Design Review Approval to relocate door, add 84 sf to side porch, replace existing deck and construct box cover over electric meter. The property is zoned Residential Low Density / Design Review and is located at 11 Mountain Avenue.

Mr. Sigl, architect, presented the application.

The Board reviewed numerous photographs and renderings of the proposed changes.

On the east side porch, 84 sf would be added by extending the deck to the corner of the home. A new set (2) of wraparound stairs (15" wide) would be added to grade. An existing bulkhead would be covered with a hatch placed flush to decking for access.

On the rear of the home the exterior door of the screened porch would be relocated from the side to the rear. A new 40 sf landing would be placed on the rear as well.

On the front facade, Green Mountain Power placed the electric meter just left of the garage door, instead of on the side of the garage. Comcast also placed a box on the front facade next to the meter.

The electric service is underground and would be difficult to relocate. The owner proposes boxing in the meter. A 48" long 22" wide box with door is proposed. The top would have a short metal roof that match's the building roof. The Comcast box would be relocated to be placed within the box under the electric meter.

The owner would replace the decking material on the front porch with a PVC product due to maintenance concerns. A sample of the material was shown to the Board.

An additional item not on the agenda is to replace the wood shutters with a PVC shutter, Atlantic Premium Shutters. A brochure was viewed. The shutter is a high end product, (costing \$350 per pair) more than an equivalent wood shutter. The owner wants a maintenance free product. In the home renovation process, 30 coats of paint were removed, many of which contained lead.

The proposed shutters have the look of an authentic shutter, with the exception that the slatted vents do not go all the way through. The applicant stated the shutters would be mounted correctly and would use all the legitimate hardware. An exception is the slatted vents would point down and away from the building in the open position versus inward.

The shutters would be placed on 4 front windows and 2 east side windows.

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

**D. V-3352-18 Incredible Hospitality Corporation**

The application is for Design Review Approval to construct handicap ramp on South Elevation of Inn. The property is located at 3 Church Street and zoned Inn / Design Review District.

Mr. Amato, owner, presented the application.

The Board reviewed numerous photographs of location and drawings of proposed ramp.

The State Fire Marshall is requiring a handicap entrance ramp.

An interior bathroom would be converted to a handicap one. The room is located on the first floor of the east wing.

The proposed location would be to locate the ramp within the existing porch on the east wing as this would allow access directly from the main entrance walkway and in proximity to the front door.

A 12' long brick surfaced ramp with granite siding would connect to the west end of the porch. A +/- 7' long brick pathway would connect the ramp to the main walkway.

Within the porch, a 14' long wood ramp would be placed connecting to a 6' x 6' platform in front the east wing entrance. The existing door would be widened and raised a foot.

Handrails are required for both ramps. The rails would be made of black wrought iron. Owner proposes duplicating the upper porch wood railing on the lower level to help screen the inner handrails. The exterior ramp handrails would be left as is.

Low wattage garden type lighting would be placed on the posts holding up the exterior railing to illuminate the exterior ramp surface. Recessed ceiling lights exist within the porch and would serve to illuminate the interior ramp surface.

Rubber mats with a low voltage wire embedded would be placed on the exterior ramp surface during colder periods. The wire would heat the mats to 37 degrees to melt ice and snow.

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

#### **E. V-3360-18 Woodstock Inn**

The application is for Design Review Approval to place 2 antique hitching posts. The property is located at 14 The Green and zoned Inn / Design Review District.

Mr. Thulander, president, presented the application.

The Board reviewed numerous photographs of location and of the posts.

The inn would like to place two historic horse hitch posts at the front entrance on the Green.

Each post measure 45". The posts would be painted black.

After discussion, the Board agreed to recommend approval as a minor application to be issued via an administrative permit.

### **III. OTHER BUSINESS**

The former Gulf station building at Richmond Corners has been purchased. The new owners have asked to make an informal presentation to the VDRB for a proposed business and new building. The Board asked to be included in the informal discussion and invited the new owners to share the renderings with them.

The Board asked about the proposed railing for the new Post Office bridge currently being reconstructed by the State over the Kedron Brook. Town Planner will ask the Town Manager for renderings.

On Monday April 23 at 7:30 pm the State Office of Historic Preservation will hold a public meeting to introduce the consultant hired to redo the Village Historic District Survey.

**VI. NEXT MEETING**

The next meeting is scheduled for May 2, 2018.

**V. ADJOURNMENT**

The Board adjourned at 5:15 pm.

Respectfully submitted,

Michael Brands, AICP  
Town/Village Planner