

**SOUTH WOODSTOCK DESIGN REVIEW BOARD  
DRAFT MINUTES  
April 17, 2018**

**Members Present:** Glenn Soule, Charles Humpstone, Lyman Shove  
**Members Absent:** None  
**Others Present:** Luke Underwood, Luke McGowan, Jack Rossi, Frank McGowan, Michael Brands

**I. OPENING**

Chair Soule opened the meeting at 7:30 pm.

**II. PUBLIC HEARING**

**A. T-4804-18 Katherine and Luke McGowan**

Application is for Design Review approval to place fence in front yard. The property is located at 4972 South Road and is zoned Residential Low Density / Design Review.

Mr. Luke McGowan presented the application.

The Board reviewed a site plan and photographs of the proposed fence.

The fence would enclose the front yard of the property.

The wooden three foot tall fence is a gothic style. The wood posts would be pointed and placed slightly higher than the fence.

The fence would start at the southeast corner of the home and run 25' along the driveway towards the street. The fence would then turn north 27' and then 52' back to an offset corner of the building.

The fence would not be placed in the State highway right-of-way.

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

**B. T-4805-18 4778 South Road LLC**

Application is for Design Review approval to replace windows on breakfast wing, east elevation of the inn. The property is located at 4778 South Road and is zoned Inn / Design Review.

Mr. Underwood, Kedron Valley Inn manager, presented the application.

The Board reviewed photographs of the breakfast wing of the inn and cutsheets of the proposed windows.

The breakfast wing faces east and is visible from both Church Hill Road and Route 106.

The existing 1:1 windows are in a bad state of repair. The owner is taking this opportunity to bring the windows more into conformity with windows on the rest of the inn.

Proposed Pella windows would have an 8:8 format on the east/front elevation and 6:6 on the south elevation. The south elevation is narrower, therefore the difference in configuration.

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

**B. T-4809-18 Scott & Marisa Lonkart**

Application is for Design Review approval to place three stone elements. The property is located at 4979 South Road and is zoned Residential Low Density Inn / Design Review.

Mr. Rossi, landscape architect, presented the application.

The Board reviewed a site plan and photographs of proposed stone work.

The owners propose adding three stone elements to the property.

The first element is a 4' long wing wall that will serve as a retaining wall on the north west corner of the building. The land slopes to the east away from the street. The wall would be flush to the ground at its western terminus with a 2.5' exposure on its north face as it connects to the building. The wall would be built of native field stone.

A 34' long seating wall (2' high) would be placed at the back of the parking area. The wall would extend from the building running parallel to the street in a southerly direction. The wall has a short turn (+/- 3') towards the street at its southern end. Plantings are proposed along the end of the wall and would help screen the wall somewhat.

On the rear lawn just east of the proposed wall a series of 14 stone steps would be placed towards the brook. The steps would be 4' long and 14" wide. There would be additional landscaping placed along the steps.

A final item is to plant a maple tree just south of the parking area. The tree would be planted within the State highway right-of-way and therefore needs AOT approval.

Mr. Frank McGowan asked about setbacks for stone walls.

The Town Planner noted there are no setbacks for walls or fences as it is customary for them to be built right on a property line as a demarcation of such.

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

**III. Adjournment**

The meeting adjourned at 7:50 pm.

Respectfully submitted,

Michael Brands, AICP  
Town Planner