

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

Members Present: Jeff Bendis, Don Olson, Jack Rossi, Beverly Humpstone
Members Absent: Nancy Sevchenko
Others Present: Mary Anne Flynn, David Sigl, Michael Brands

I. CALL TO ORDER

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

II. PUBLIC HEARING

A. V-3384-18 Town of Woodstock

The application is for Design Review approval to amend permit #V-3368-18 to relocate exhaust pipes & regulator to rear of building on Town Hall building. The property is located at 31 The Green and zoned Community / Design Review.

The applicant was unable to attend, the Town Planner presented the application.

The Town received a permit, V-3368-18 to replace an underground tank and add a 5' bollard, an exhaust pipe and a regulator to west elevation of building.

A new design is proposed to place all vents and regulators on the west facade, rear, of the building. In this location, the items would be less visible and there would be no need for the bollard.

Four 4" diameter vent tubes with a short elbow on the end of each would be placed in the area of the louvered panel on the rear of the building. The panel would be replaced with wood siding.

In addition, a propane regulator would be added to the same panel for entrance of propane into the building.

The underground propane tank location would not be changed. The use of the louvered panel as an entrance point creates a shorter run of pipe to the tank.

The Board agreed the rear location for vent pipes and regulator is preferable from a visual standpoint as it is much less visible.

During warmer months, the abundant foliage along the river would eliminate views from River Street entirely.

After discussion, the Board finds that the proposed request complies with the Design Review minor application regulations and therefore recommends approval via an administrative permit.

B. V-3380-18 Mary Anne Flynn

The application is for Design Review Approval to place flag pole, propane tank and screening for the tank. The property is located at 27 Pleasant Street and zoned Residential High Density / Design Review District.

Ms. Flynn presented the application.

The VDRB reviewed numerous photographs of the flag pole, tank, lattice and proposed locations.

The owner wishes to place a 15' tall flag pole, a propane tank, and a lattice screen around the tank on the rear lawn.

The lawn is extremely narrow, only 26' wide at this point.

An evergreen hedge (columnar yew) was recently planted along Ford Street, the east boundary. The hedge would be trimmed to maintain it at 2' wide and 4' tall. The hedge is placed 5' west of the pavement edge.

The owner proposes to place a 15' tall fiberglass pole 8' west of the pavement, just inside the hedge. The roof of the rear shed is 15' tall.

A fiberglass pole was chosen to minimize noise levels, which are created by the rope attachment for raising and lowering the flag. The pole would be white.

The Board questioned whether or not the flag would be illuminated, as the lights would require additional review.

After discussion, the owner agreed to lower the flag each evening to avoid the need for lights. The flag would be placed only when the owners are in residence.

A secondary item is to place a 120 gallon propane tank. This would be placed on the east side of the south facade of the shed.

A white painted wood lattice would be placed around the tank to screen it from public views.

The Town Manager approved both the placement of the hedge and the flag pole within the street right of way.

After discussion, the Board finds that the proposed request complies with the Design Review minor application regulations and therefore recommends approval via an administrative permit.

C. V-3388-18 Joanna Garbisch

The application is for Design Review Approval to place three granite posts along street. The property is located at 11 Mountain Avenue and zoned Residential Low Density / Design Review District.

Mr. Sigl, architect, presented the application.

The VDRB reviewed numerous photographs of the posts and the street lawn.

The owner would like to continue the theme of placing granite posts along the edge of the street. The neighbors to west have similar posts along the street edge.

There is no curb. Three posts would be placed within the tree lawn (between sidewalk and edge of street).

Two crab apple trees are proposed to be planted between the posts. One tree has been planted. However, the landscaper warned that the soil is extremely compacted, therefore questioning the survival of the tree. The owner will hold off planting a second tree to see if the first tree survives.

The proposed trees within the street right of way were approved by the Town Manager. The post will also require right of way approval.

The granite posts would match the neighboring posts, 8" x 8" x 36" high and would be of the same stone color.

The posts would line up with architectural elements of the home.

The tree lawn, 2.5' to 3' wide would be planted with grass seed.

After discussion, the Board finds that the proposed request complies with the Design Review minor application regulations and therefore recommends approval via an administrative permit.

D. V-3389-18 Jeffery Kahn

The application is for Design Review Approval to place fence on south side of building. The property is located at 25 South Street and zoned Residential Office / Design Review District.

The applicant was not present, the Town Planner made the presentation.

The Board reviewed a photograph of the fence, it had been constructed prior to approval.

The fence is intended to enclose a garden area on the south side of the home.

The wood fence is composed of five 4' wide >4' tall sections.

The fence is plastic horizontal lattice panels placed on 4" x 4" x 4' wood posts with top and bottom wood railings. Each post is capped.

The fence although shorter than the rear fence, comes up to the bottom of the windows on the building facade.

The posts and rails are not painted. The lattice and caps are white plastic.

An existing rear fence is painted all white.

The fence is placed 90' down a driveway. Due to the distance and location of property, the fence materials were not an issue.

However, the Board was concerned with the non-painted posts and wooden support structures as they do not match the existing fence and do not compliment the property.

The owner noted the wood parts would be painted white to match existing this August.

After discussion, the Board finds that the proposed request complies with the Design Review Board minor application regulations and therefore recommends approval via an administrative permit.

III. OTHER BUSINESS

A. The Green

New lights (a carriage lamp style) have been approved for The Green. The Design Review Board was asked for their informal opinion on the color of the proposed light poles. The current poles are a dark green color as are the poles located at the East End entrance on Route 4. The Board initially favored black as the classic neutral color as it tends to blend in with any background. However, it was noted that the fence around The Green is painted a dark green which essentially sets the color pattern. Therefore, members agreed the dark green color would be best color for the proposed poles.

B. Bar Harbor Bank

The vegetative screening on the northwest corner of the Bar Harbor Bank has been removed. The bank recently bought out the Sunapee Bank. A 1999 permit to place a generator in this location required the vegetation. A letter has been sent notifying the new owners of the need to replace the vegetation.

C. Design Review Regulations re: Landscaping

Chair Bendis, also a member of the Planning Commission, asked the Board to discuss the potential for reviewing landscaping matters as stand-alone applications. Currently the Board reviews vegetation and landscaping as part of a building or renovation application. There have been a few instances whereby the Board has desired input such as when the Blue Spruces were planted on a Mountain Avenue property. The matter will be thought about and discussed at future meetings. The Village Zoning Rewrite is progressing slowly allowing plenty of time for input.

VI. NEXT MEETING

The next meeting is scheduled for July 18, 2018.

Ms. Humpstone will be out of town until the August 15, 2018 meeting.

V. ADJOURNMENT

The Board adjourned at 5:00 pm.

Respectfully submitted,

Michael Brands, AICP
Town/Village Planner