



Woodstock, Vermont *The Shire Town of Windsor County*

TOWN-VILLAGE MANAGER GOVERNMENT

Town Hall • P.O. Box 488 • Woodstock, Vermont 05091 • 802/457-3456

**VILLAGE DEVELOPMENT REVIEW BOARD
DRAFT MINUTES
August 8, 2018**

PRESENT: Jane Soule, Randy Mayhew, Elizabeth Daniels, Keri Cole, Wendy Spector
ABSENT: None
ALSO PRESENT: David Simmons, Al Sorrentino, Michael Brands

I. CALL TO ORDER

The meeting was called to order at 7:30 p.m.

II. PUBLIC HEARINGS

A. Old Business

1. V-3390-18 Woodstock Foundation

The application is for Conditional Use Approval to modify/expand auxiliary & staff parking. The property is located at Old River Road and zoned Residential Three Acre.

Mr. Simmons, Executive Director, presented the application.

The VDRB reviewed numerous maps and renderings of the proposed parking areas.

The Woodstock Foundation, owner and operator of the Billings Farm & Museum, is renovating numerous parking areas. The main parking lot on the south side of Old River Road was recently completed.

The auxiliary lot on the north side of Old River Road is located within the 100' riparian buffer of the Gulf Stream. The parking lot is divided by the Village /Town boundary line.

The parking lot is used by the National Park employees, Billings Farm and Museum guests and by the general public mainly for cyclists and walkers along Old River Road. The parking lot is 30 years old and in need of a significant repair.

The TDRB approved the Town portion of the parking lot renovation on July 24, 2018.

On the Village side of the line, three additional spaces would be added to the northwest corner of the lot. There would be no vegetation, excepting lawn, removed to create the spaces.



On the south side of the parking lot a 6' extension would be placed the entire length of the lot. The old timbers (curb) placed along the current edge would be removed. There would be no curbing or timbers placed along the edge. This would allow runoff to sheet flow into the adjacent lawn areas. One 10" diameter ash tree would be removed.

The parking lot surface would remain as-is, gravel/hardpack.

The Conservation Commission's recommendation to approve as presented was read by the VDRB. The CC agreed the request would be compatible with the riparian buffer regulations. The removal of the timber edge (curb) would improve storm water run off.

The VDRB reviewed Conditional Use, Site Plan Review and Riparian Buffer regulations with the applicant.

Testimony was voted closed.

B. New Business

1. V-3384-18 Keri and Sam Richardson

The application is for Conditional Use, Flood Hazard, Riparian, Non-conforming Structure and Design Review approval to renovate existing residence and to convert living space in garage/barn. The property is located at 12 River Street and zoned Residential Low Density / Design Review / Flood Hazard / Conservation District.

Mr. Richardson and Mr. Sorrentino, architect, presented the application.

The VDRB reviewed a site plan, elevations and numerous photographs.

Mr. Richardson's parents originally purchased the home in 1972. The home is in need of a significant upgrade.

The center wing would be expanded 18" towards the street to allow more room for a modern kitchen.

The garage/barn, south wing, would be converted to living space with a large living room on first floor with a half floor second story.

There would be no change in parking. Currently there are 4 parking spaces, two behind two, directly east of the building. The garage has not been used for parking for many years.

The south wing would have vertical barn boards on all sides and on the street side, 4 barn style 6 light windows on the first floor and 1 on the second floor for illumination of a stair case. On the south elevation, second floor, two barn style 6 lights windows would be placed. On the first floor a set of 6:6 double hung units on the west side and a larger 6:6:6

unit on the east end for enhanced views of the river. A flood vent would be placed on east side of foundation.

On the south wing, east elevation, a series of three clusters of windows are proposed. On either side a matching set of two side by side 6:6:6 units would be placed. In the center of these units a set of three side by side 6:6 units are proposed.

On the center section, the west elevation would have three sets of 6:6 windows equally spaced with shutters. On the east elevation, a double French door would be placed on the south end and four 6:6 placed side by side on the north end. The existing 14' wide deck would be extended 14' towards the south to cover the entire length of the center section. The proposed deck would match the existing deck.

On the basement floor of the east elevation 7 flood vents would be placed. The building is completely located in the flood zone.

On the north elevation, a triple set of doors would be placed, the 2 easterly units would be operating french doors for access to the parking area. The third would be fixed.

All roofs would be a green standing metal seam, currently the barn roof is slate. Skylights would be placed on both center and south sections to match existing skylights in place on the north wing.

On the east side of the basement an access door would be placed, relocated from the south elevation.

Shutters would be replaced on front and north elevations where they currently exist.

The VDRB read the Design Review Board's recommendation to approve the application. The proposed design is compatible with the existing building and the neighborhood.

The entire property is located within 100' of the Ottauquechee River, thereby all structures are within the buffer zone. A second story deck, approximately 8' above ground level is being expanded on the river side of the home. The expansion requires the placement of one 4" x 4" post to support the deck.

The Conservation Commission's recommendation to approve as presented was read. The CC agreed the placement of a 4" x 4" post would not have a negative impact on the riparian buffer.

The entire structure does not meet the front setback, 35' from street centerline, thus making it nonconforming. Expansion of a nonconforming structure requires a review under Section 606 Non-conforming Structure. The VDRB agreed the 18" expansion of the center wing towards the street complies with the standards of Section 606.

To comply with the Flood Hazard standards, 7 flood vents would be placed, the basement would not be used as living space, all appliances would be placed at least 1 foot above Base Flood Level. All electric outlets are 1 foot above BFE. The VDRB determined the home renovation equals more than half the value of the home, therefore entire structure would become flood proof.

A July 31, 2018 letter from John Broker-Campbell, Regional Floodplain Manager, confirms compliance with Flood Hazard regulations based on the proposed modifications noted above.

The VDRB reviewed Design Review, Conditional Use, Flood Hazard, Non-conforming Structure and Riparian Buffer regulations with the applicant.

Testimony was voted closed.

III. OTHER BUSINESS

A. Administrative Officer's Report

The report was issued and discussed.

IV. DELIBERATIONS

A. V-3390-18 Woodstock Foundation

After discussion the following findings of fact were established:

1. The VDRB reviewed numerous maps and renderings of the proposed parking areas.
2. The Woodstock Foundation, owner and operator of the Billings Farm & Museum, is renovating numerous parking areas. The main parking lot on the south side of Old River Road was recently completed.
3. The auxiliary lot on the north side of Old River Road is located within the 100' riparian buffer of the Gulf Stream. The parking lot is divided by the Village /Town boundary line.
4. The parking lot is used by the National Park employees, Billing Farm and Museum guests and by the general public mainly for cyclists and walkers along Old River Road. The parking lot is 30 years old and in need of a significant repair.
5. On the Village side of the line, three additional spaces would be added to the northwest corner of the lot. There would be no vegetation, excepting lawn, removed to create the spaces.
6. On the south side of the parking lot a 6' extension would be placed the entire length of the lot. The old timbers (curb) placed along the current edge would be removed. There would be no curbing or timbers placed along the edge. This would allow runoff to sheet flow into the adjacent lawn areas. One 10" diameter ash tree would be removed.
7. The parking lot surface would remain as-is, gravel/hardpack.
8. The Conservation Commission's recommendation to approve as presented was read by the VDRB. The CC agreed the request would be compatible with the

riparian buffer regulations. The removal of the timber edge (curb) would improve storm water runoff.

9. The VDRB reviewed Conditional Use, Site Plan Review and Riparian Buffer regulations with the applicant.

After additional discussion, Ms. Daniels moved with a second by Ms. Spector to approve the application as presented.

The motion passed with a 5-0 vote.

B. V-3384-18 Richardson

After discussion the following findings of fact were established:

1. The VDRB reviewed a site plan, elevations and numerous photographs.
2. The center wing would be expanded 18" towards the street to allow more room for a modern kitchen.
3. The garage/barn, south wing, would be converted to living space with a large living room on first floor with a half floor second story.
4. There would be no change in parking. Currently there are 4 parking spaces, two behind two, directly east of the building. The garage has not been used for parking for many years.
5. The south wing would have vertical barn boards on all sides and on the street side, 4 barn style 6 light windows on the first floor and 1 on the second floor for illumination of a stair case. On the south elevation, second floor, two barn style 6 lights windows would be placed. On the first floor a set of 6:6 double hung units on the west side and a larger 6:6:6 unit on the east end for enhanced views of the river. A flood vent would be placed on east side of foundation.
6. On the south wing, east elevation, a series of three clusters of windows are proposed. On either side a matching set of two side by side 6:6:6 units would be placed. In the center of these units a set of three side by side 6:6 units are proposed.
7. On the center section, the west elevation would have three sets of 6:6 windows equally spaced with shutters. On the east elevation, a double french door would be placed on the south end and four 6:6 placed side by side on the north end. The existing 14' wide deck would be extended 14' towards the south to cover the entire length of the center section. The proposed deck would match the existing deck.
8. On the basement floor of the east elevation 7 flood vents would be placed. The building is completely located in the flood zone.
9. On the north elevation, a triple set of doors would be placed, the 2 easterly units would be operating French doors for access to the parking area. The third would be fixed.
10. All roofs would be a green standing metal seam, currently the barn roof is slate. Skylights would be placed on both center and south sections to match existing skylights in place on the north wing.
11. On the east side of the basement an access door would be placed, relocated from the south elevation.

12. Shutters would be replaced on front and north elevations where they currently exist.
13. The VDRB read the Design Review Board's recommendation to approve the application. The proposed design is compatible with the existing building and the neighborhood.
14. The entire property is located within 100' of the Ottawaquechee River, thereby all structures are within the buffer zone. A second story deck, approximately 8' above ground level is being expanded on the river side of the home. The expansion requires the placement of one 4" x 4" post to support the deck.
15. The Conservation Commission's recommendation to approve as presented was read. The CC agreed the placement of a 4" x 4" post would not have a negative impact on the riparian buffer.
16. The entire structure does not meet the front setback, 35' from street centerline, thus making it nonconforming. Expansion of a nonconforming structure requires a review under Section 606 Non-conforming Structure. The VDRB agreed the 18" expansion of the center wing towards the street complies with the standards of Section 606.
17. To comply with the Flood Hazard standards: 7 flood vents would be placed, the basement would not be used as living space, all appliances would be placed at least 1 foot above Base Flood Level. All electric outlets are 1 foot above BFE. The VDRB determined the home renovation equals more than half the value of the home, therefore entire structure is required to become flood proof.
18. A July 31, 2018 letter from John Broker-Campbell, Regional Floodplain Manager, confirms compliance with Flood Hazard regulations based on the proposed modifications noted above.
19. The VDRB reviewed Design Review, Conditional Use, Flood Hazard, Non-conforming Structure and Riparian Buffer regulations with the applicant.

After additional discussion, Ms. Spector moved with a second by Ms. Cole to approve the application as presented.

The motion passed with a 5-0 vote.

V. APPROVAL OF MINUTES

The July 25, 2018 minutes were approved as submitted.

VI. ADJOURNMENT

The meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Michael E. Brands, AICP
Town/Village Planner