

Woodstock, Vermont *The Shire Town of Windsor County*

TOWN-VILLAGE MANAGER GOVERNMENT

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

DESIGN REVIEW BOARD

DRAFT MINUTES

September 5, 2018

Members Present: Jeff Bendis, Don Olson, Beverly Humpstone, Nancy Sevchenko
Members Absent: Jack Rossi
Others Present: George Calver, Holly O'Brien, Jason Gadis, Michael Brands

I. CALL TO ORDER

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

II. PUBLIC HEARING

A. V-3402-18 St. James Episcopal Church

The application is for Design Review approval to install fence, gate and trash enclosure. The property is located at 0 The Green and zoned Community / Design Review.

Mr. Calver, representing the St. James Episcopal Church, presented the application.

The Board reviewed a site plan and numerous photographs.

A pre-school is about to open and is required by the State regulations governing day care facilities to have an enclosed playground.

The school would enclose the rear and side yards for this purpose.

The north barrier is an existing fence that runs along the Village sidewalk from the rectory to the church.

A double gate, 6' wide, would be placed at the rear of the church for access to the east. A steep hill with retaining walls along Prospect Street serves as the south barrier. To the west is the rectory building and to the east is the church building.

The proposed 40" tall fence would match the existing, a pressure treated wood fence with wide pickets.

A new trash enclosure area (4' x 8') would be built at the front of the side yard. This would also be built of the same style fence materials.

The Board questioned whether the location was too close to public view.

Mr. Calver noted the enclosure is placed in this location for access reasons. The fence would screen the trash and recycling cans from view.



The existing fence will be painted white, now that it has weathered a year. The proposed fence would also be painted white once it has weathered.

After discussion, the Board agreed the request complies with the standards of a minor application and recommended the permit be issued administratively.

B. V-3404-18 Zach's Place

The application is for Design Review approval to construct a covered walkway. The property is located at Central Street and zoned 73 Central Commercial / Design Review.

Mr. Gadis, architect, and Ms. O'Brien, representing Zach's Place presented the application.

The Board reviewed a rendering of the proposed ramp and numerous photographs of the location.

A new ramp and porch roof are being proposed on the east facade of Zach's Place. The current entrance does not meet the ADA standards for wheel chair access. Numerous participants of Zach's House are restricted to wheelchairs.

A fairly large patio exists between the two buildings, which at one point in history were all one property.

The architect showed a picture of the neighboring porch located directly east of the patio. The applicant wishes to use the neighbor's porch entrance as a model for Zach's Place. The intent is to tie the patio together architecturally.

The current entrance and stoop roof are incompatible with the building. During the winter months snow and ice are constantly falling onto the patio from the upper roof sections, making it hazardous for the participants.

A new 36" wide entrance door would be placed. The door would swing open to the south to allow entry onto the proposed ramp which goes north. The ramp would have a 54" wide "clear surface" for wheel chair access. The ramp extends three feet beyond the building. A steel or wrought iron hand rail would extend a foot beyond the ramp leaving four feet of clear space to the Village sidewalk.

A roof would cover the walkway and be built to tie into an existing ledger board. There would be no ceiling. This would allow more light to enter the existing window. Three 8" x 8" support posts would be placed. The roof surface would be asphalt shingles. The roof materials would be similar to the neighbor's porch roof.

A small garden area would be relocated to the west side of the ramp to allow construction of the ramp.

The ramp would be constructed with a concrete surface. The ramp would be hidden with a concrete foundation built up level to the sill of the building.

Three 14" diameter barn style lights would be hung under the roof to illuminate the ramp surface. They would be placed high enough to not be seen from the sidewalk. The applicant will bring in a cut sheet of the proposed lights for the VDRB meeting.

The proposed roof would be built to a similar height of the existing eyebrow roof on the north elevation.

The existing sign post would be removed.

After discussion, the Board recommended approval as presented. The proposed walkway and roof would be an improvement and would complement the existing architecture.

III. OTHER BUSINESS

A. Bold

The Town Planner showed the Board photographs of the new shutters recently placed on the Bold home located at 16 Pleasant Street. The shutter installation requires confirmation from the Town Planner to close the court case file. All shutters were placed as they had been placed prior to the denied permit request made in 2014 to remove the shutters, with the exception of one first floor shutter located next to the front facade chimney. A meter box has been placed there making it impossible to locate a workable shutter. The Board agreed placement of a shutter in this location would appear odd and therefore is not needed.

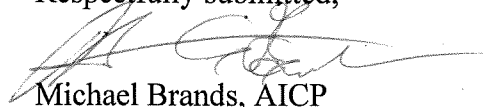
VI. NEXT MEETING

The next meeting is scheduled for September 19, 2018.

V. ADJOURNMENT

The Board adjourned at 5:00 pm.

Respectfully submitted,



Michael Brands, AICP
Town/Village Planner

