

**DESIGN REVIEW BOARD
DRAFT MINUTES
September 19, 2018**

Members Present: Jeff Bendis, Don Olson, Beverly Humpstone, Jack Rossi
Members Absent: Nancy Sevchenko
Others Present: Chris Ambrose, Susan Ford, Lee Barnum, Michael Brands

I. CALL TO ORDER

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

II. PUBLIC HEARING

A. V-3406-18 Eva Douzinas

The application is for Design Review approval to install 3 air conditioner condensers. The property is located at 4 Benson Place and zoned Residential High Density / Design Review.

Ms. Barnum, Administrator at Colby and Tobiason, presented the application.

The Board reviewed a site plan, cut sheets and numerous photographs.

Three exterior mounted AC condensers would be attached to the wall of the home's south elevation, which faces Pleasant Street.

A 3' 11" tall unit would be placed centered on the wall. Two additional 2' 11" high units would be placed on each end of the wall. Each unit is 18" deep. They would be mounted two feet above ground level.

The first floor of the structure has no windows or doors.

A double line of lilac bushes has been planted to help screen the first floor.

A few of the bushes on the inner row would need to be removed, as each unit requires at least 6" of air space. The outer row would remain as planted.

The units would retain the grayish color as purchased.

Ms. Humpstone questioned how visible the units would be once the leaves fall. It was also noted the bushes on the west end close to the tree are less robust than the ones further east, away from the tree.

After discussion, the applicant agreed to have the units reviewed after the leaves have dropped. If the Design Review Board agrees there is a visibility issue, additional screening would be placed.

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

B. V-3408-18 Doug Laufer

The application is for Design Review approval to construct front porch steps and retaining wall. The property is located at 6 River Street and zoned Residential Low Density / Design Review.

Mr. Ambrose, General Contractor, presented the application.

The Board reviewed a site plan, a rendering of the photographs of the proposed stone work and renderings of the building.

A 5' tall 2' thick retaining wall is proposed to be placed 9' off the back of the recently constructed house. The wall would be two sections, east and west of the stairs.

The intent of the wall is to allow back filling for the basement foundation and to help support the screened porch.

The Town Planner thought the original request was to add a stone "applique" to the existing foundation. The area is within the 100' year flood zone. It appears the proposal will add material to the flood zone as it is placed 9' from the foundation walls. The 5' tall wall would act as a barrier to the flood waters as well. The State Flood official needs to review the proposal for potential impacts to the flood zone.

The Board then reviewed the proposed landscaping for the front of the house which is not located in the flood zone. Two 5' long granite steps would be placed to the main door centered on the home. The bottom step would be a 4' wide stone and the top step a 2' wide stone.

Additionally, stepping stones would be placed from steps to driveway. These would be placed flush to ground.

Mr. Olson suggested the stepping stones be abutted to one another to avoid the uneven surface the grass spacing would provide. Visually, wider stones would work better with the front entrance. He also noted concern with snow falling from the standing seam metal roof. The walkway should be placed out of the snow fall reach.

The Town Planner stated moving the walkway closer to the street would require Village approval to work in the street right-of-way.

Mr. Ambrose agreed to withdraw the rear wall proposal and resubmit it as a Flood Hazard application. The front steps would be retained as submitted. The stepping stones would be wider and he will work to move the walkway out of the snow fall reach of the front roof.

After discussion, the Board recommended approval of the front steps and walkway as a minor application to be issued as an administrative permit.

C. V-3410-18 Shire Woodstock LLC

The application is for Conditional Use and Design Review approval to add six guest rooms. The property is located at 46 Pleasant Street and zoned Light Commercial / Design Review / Riparian.

Ms. Ford, attorney, presented the application.

The Board reviewed renderings, floorplans and photographs of proposed alterations.

Ms. Ford noted a change in the submitted elevations. The architect drew in a 3 door slider for the lower guest rooms. All units would have just a 2 door slider.

The applicant proposed to convert the former owner's living quarters to 6 guest rooms. A conditional use review will be held next week with the VDRB.

The conversion requires an exterior alteration on the basement level which faces north to the river.

Three basement rooms would have exterior windows replaced with a double door slider. A 4' wide deck would be placed along the entire north wall. There would be no side walk or other formal walkway placed north of the decks.

There would be no party walls on the decks to separate each proposed guest room's use of the proposed deck.

The deck would be built exactly the same as the existing deck on the east end of the building.

Additionally, the westernmost room would have a roof built over the proposed deck. All architectural details would match existing.

The alterations would not be visible from a public location.

After discussion, the Board recommended approval as presented.

III. OTHER BUSINESS

A. Section 405 Rewrite

Chair Bendis discussed his rewrite of Section 405 Design Review Regulations. Mr. Olson added a section on landscaping. The Board was asked to review and discuss at the next meeting, October 3.

VI. NEXT MEETING

The next meeting is scheduled for October 3, 2018.

V. ADJOURNMENT

The Board adjourned at 5:30 pm.

Respectfully submitted,

Michael Brands, AICP
Town/Village Planner