

**VILLAGE DEVELOPMENT REVIEW BOARD  
WOODSTOCK TOWN HALL  
31 THE GREEN  
April 10, 2019  
DRAFT MINUTES**

**MEMBERS PRESENT:** Randy Mayhew, Wendy Spector, Keri Cole, Elizabeth Daniels  
**MEMBERS ABSENT:** Jane Soule  
**OTHERS PRESENT:** Corwin Sharp, Priscilla Pannell, Tom Hartman, Victoria Jas, Benjamin Pauly, Matthew Powers

**I. CALL TO ORDER**

The meeting was called to order at 7:30PM.

**II.**

**ELECTION OF OFFICERS**

Continued to next meeting, April 24, 2019.

**III.**

**PUBLIC HEARING**

**A. OLD BUSINESS**

None

**B. NEW BUSINESS**

- 1. V-3440-19: Woodstock Resort Corp.**, owner; Benjamin Pauly, agent; 14 The Green; Parcel #23.56.26.; Zone: Inn/DR; To Construct Retaining Wall, Patio Space, Fire Pit and Path Lighting within Flood Hazard Zone.

The application is for Conditional Use, Site Plan, Design Review and Flood Hazard approval to construct a retaining wall, patio space, fire pit and path lighting within the Flood Hazard Zone.

Mr. Benjamin Pauly, Landscape Architect, presented the application.

The Board reviewed site plans and photographs of the existing rear lawn and proposed walls.

The intent is to make the area directly south of the building more useable by expanding the current fairly narrow patio area out 36'.

The area is not visible to the passing public.

Existing patio retaining walls are 18" high placed along the two curved asphalt paths which lead to the east and west entrances.

The proposal would place additional stone retaining walls, made from Plymouth stone, which would rise from 18" to 36" at the south edge. A 36' diameter half circle is planned with a smaller side circle to the west. This would include a propane fired fire pit with a stone sitting wall surround.

The base elevation of the patio would remain as is and would extend towards the existing cross walk. The surface area would be brick pavers with a blue stone edge along the walls.

Ms. Cole stated the existing fire pit is more obtrusive.

Lighting would be 6 short bollard type path lights, 3 on each side of the two paths that lead to the south lawn.

A shrub hedge would be placed along the existing cross walk to separate the patio from the main rear lawn.

Several low wattage low profile LED slab lights would be placed within the wall.

The hope is to build this spring, however it is more likely to be built this fall due to the heavy use of the rear lawn area.

The Design Review Board approved the proposal as it would be compatible with the Design Review regulations.

Mr. Robert Pear submitted a letter of concern. He is requesting a consideration of a condition to limit the hours of outside activity to no later than 10PM.

Ms. Victoria Jas testified that the ESPN event was too noisy and neighbors had to go to the Inn to complain. The staff responded but the noise continued.

Mr. Thomas Hartman reviewed the location of the retaining wall.

The application has been sent to John Broker-Campbell for the State required flood review. The proposal actually increases the capacity of the floodplain, thus lessening potential flood impacts. The fire pit would not burn wood.

At the time of the meeting, no report had been received from the State Flood Manager.

The Board is concerned with compliance of Section 404(d) (21); Flood Storage Capacity.

Any decision would be dependent upon a favorable report by the State.

Testimony was voted closed.

**2. V-3441-19; Woodstock History Center**, owner; Matthew Powers, co-applicant; 26 Elm Street; Parcel #20.52.32.; Zone: Comm/DR; To Construct Stone Paving, Granite Steps & Steel Railing.

The application is for Conditional Use and Design Review approval to construct stone paving, granite steps and install steel railing.

Mr. Matthew Powers, Executive Director, presented the application.

There has been a focus of the Center to utilize the back lawn, which abuts the river, for public and private events.

Past events have included history-themed fairs, weddings, music events, and community sponsored events.

Access to both the History Center entrance and the back lawn from Elm Street brings guests down a shared alley/driveway, to a brick walkway bordered by perennial gardens, to a set of stone steps alternating with sections of brick walk with a wooden railing on the right-hand side as you head north northeast towards the lawn and river.

There has been an increase of use of this space during the warmer seasons with the addition of benches and tables.

Bus tours utilize this area to obtain photographic views of the Middle Covered Bridge.

Concerns for creating a safer entrance to the back lawn area prompted this application. The brick walk way has heaving occurring in it due to drainage issues, creating an unsafe walk.

The plan submitted shows phases I & II of upgrades to the History Center.

The Board reviewed the plan and photographs submitted.

Phase I, which is before the Board today, includes a stone laid walkway from the alley/driveway, new, wider stone steps leading to the back lawn and installation of a permanent safety hand rail along the steps.

The Goshen stone type of walk was selected to replace the brick walk as it mimics the existing stone retaining wall situated along the northeast side of the stairs.

The granite stone steps are proposed to be 5' wide x 14" deep to safely accommodate two-way foot traffic.

Existing drainage along the top of the wall, adjacent to the steps will remain as is. The retaining wall will stay in place, no changes are proposed to the wall.

Phase II of a future project would be to upgrade a safe entry from Elm Street along the alley way with the addition of a fence along the property line, upgrade the drainage along the retaining wall and install a landscaped area between the Dana House and the History Center.

The railing is ADA compliant and steps are proposed to have less grade than existing. There is a flush landing onto the lawn after the last step.

Mr. Powers indicated that there are no new landscaping plans and that existing trees on site will remain.

No permanent lighting is planned.

The stone pathway was chosen for its' continuity with the existing retaining wall.

The work is not very visible from the street.

The Design Review Board approved the proposed changes as they would be compatible with the Design Review regulations.

Testimony was voted closed.

- 3. V-3442-19; John & Wendy Marrinan, owner/applicant; 39 Mountain Avenue; Parcel #23.51.34.; Zone: RLD/DR; To Restore Barn Siding, Add French Doors, Replace Windows, Enclose Ell for Living Space.**

There was no representative for the application.

4. **V-3443-19; St. James Church**, owner; David Sleeper, agent; 2 Church Street; Parcel #23.54.16.; Zone: Comm/DR; To Replace 18 Windows at the Rectory.  
Approved as a Design Review Minor application.

**IV. OTHER BUSINESS**

- A. **Zoning Officer's Report** – Continued to Next Meeting

**V. DELIBERATIONS**

- A. **V-3440-19 Woodstock Resort Corporation**

*After discussion the following findings of fact were established:*

1. The intent is to make the area directly south of the building more useable by expanding the current fairly narrow patio area out 36'.
2. The area is not visible to the passing public.
3. Existing patio retaining walls are 18" high placed along the two curved asphalt paths which lead to the east and west entrances.
4. The proposal would place additional stone retaining walls, made from Plymouth stone, which would rise from 18" to 36" at the south edge. A 36' diameter half circle is planned with a smaller side circle to the west. This would include a propane fired fire pit with a stone sitting wall surround.
5. The base elevation of the patio would remain as is and would extend towards the existing cross walk. The surface area would be brick pavers with a blue stone edge along the walls.
6. Lighting would be 6 short bollard type path lights, 3 on each side of the two paths that lead to the south lawn.
7. A shrub hedge would be placed along the existing cross walk to separate the patio from the main rear lawn.
8. Several low wattage low profile LED slab lights would be placed within the wall.
9. The hope is to build this spring, however it is more likely to be built this fall due to the heavy use of the rear lawn area.
10. The Design Review Board approved the proposal as it would be compatible with the Design Review regulations.
11. Mr. Robert Pear submitted a letter of concern. He is requesting a consideration of a condition to limit the hours of outside activity to no later than 10PM.
12. Ms. Victoria Jas testified that the ESPN event was too noisy and neighbors had to go to the Inn to complain. The staff responded but the noise continued.
13. Mr. Thomas Hartman reviewed the location of the retaining wall.
14. The application has been sent to John Broker-Campbell for the State required flood review. The proposal actually increases the capacity of the floodplain, thus lessening potential flood impacts. The fire pit would not burn wood.
15. Any decision would be dependent upon a favorable report by the State Flood Manager.

*After additional discussion, Ms. Cole moved with a second by Ms. Daniels to approve the application with the following conditions:*

1. *A favorable report from the State Flood Plain Manager is required.*
2. *That the fire pit shall be turned off by no later than 10:00 PM.*

*The motion was approved on a 4-0 vote.*

- B **V-3441-19 Woodstock Historical Center**

*After discussion the following findings of fact were established:*

1. There has been a focus of the Center to utilize the back lawn, which abuts the river, for public and private events.
2. Past events have included history-themed fairs, weddings, music events, and community sponsored events. There has been an increase of use during the warmer seasons with the addition of benches and tables.

3. Concerns for creating a safer entrance to the back lawn area prompted this application. The brick walk way has heaving occurring in it due to drainage issues, creating an unsafe walk.
4. The plan submitted shows phases I & II of upgrades to the History Center. The Board reviewed the plan and photographs submitted.
5. Phase I, which is before the Board today, includes a stone laid walkway from the alley/driveway, new, wider stone steps leading to the back lawn and installation of a permanent safety hand rail along the steps.
6. The Goshen stone type of walk was selected to replace the brick walk as it mimics the existing stone retaining wall situated along the northeast side of the stairs.
7. The granite stone steps are proposed to be 5' wide x 14" deep to safely accommodate two-way foot traffic.
8. Existing drainage along the top of the wall, adjacent to the steps will remain as is.
9. The retaining wall will stay in place, no changes are proposed to the wall.
10. Phase II of a future project would be to upgrade a safe entry from Elm Street along the alley way with the addition of a fence along the property line, upgrade the drainage along the retaining wall and install a landscaped area between the Dana House and the History Center.
11. The railing is ADA compliant and steps are proposed to have less grade than existing. There is a flush landing onto the lawn after the last step.
12. There are no new landscaping plans and that existing trees on site will remain. No permanent lighting is planned.
13. The stone pathway was chosen for its' continuity with the existing retaining wall.
14. The work is not very visible from the street.
15. The Design Review Board approved the proposed changes as they would be compatible with the Design Review regulations.

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

*The motion was approved on a 4-0 vote.*

**C. V-3442-19 Merrinan Continued**

**D. V-3443-19 (Approved as a minor application)**

## **VII. APPROVAL OF MINUTES**

The minutes from March 27, 2019 were approved.

## **VIII. NEXT MEETING**

The next meeting of the VDRB will be April 24, 2019.

## **IX. ADJOURNMENT**

The meeting was adjourned at 8:30PM.

Respectfully submitted,

Lynn Ellen Beach