

**VILLAGE DEVELOPMENT REVIEW BOARD  
WOODSTOCK TOWN HALL  
31 THE GREEN  
April 24, 2019  
DRAFT MINUTES**

**MEMBERS PRESENT:** Wendy Spector, Elizabeth Daniels, Jane Soule\*  
**MEMBERS ABSENT:** Randy Mayhew, Keri Cole  
**OTHERS PRESENT:** Jack Rossi, Carol Cunningham, Wendy Marrinan, Lee Barnum, Michael Brands

**I. CALL TO ORDER**

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

\*Chair Soule was unable to attend the meeting due to an emergency but noted her approval via telephone.

**II. PUBLIC HEARING**

**A. OLD BUSINESS**

None

**B. NEW BUSINESS**

- 1. V-3444-19 The Merten's House**, owner; Jack Rossi, agent; 73 River Street; Parcel #23.51.43.; Zone: RMD/DR; To Modify Parking Lot.

The application is for Site Plan Review approval to modify parking lot.

Mr. Rossi, landscape architect, presented the application. Ms. Cunningham, Administrator, was present.

The VDRB reviewed photographs and site plans of proposed change.

The intent of the project is to enhance and expand the 13 car parking lot in front on the Merten's House and the Homestead, an elderly care facility.

Two additional parking spaces would be created for a total of 15 parking spaces. The handicap space would move directly next to the Merten's house. The additional spaces would be placed on the north end by reworking the existing 3 spaces and current handicap space.

All existing and proposed spaces are angled pull-in 9' wide spaces. Spaces are delineated with painted stripes.

The driveway for Merten's House and the Homestead is one-way, entering at River Street and exiting onto Eaton Place. Current parking is always full, two additional spaces will help ease the parking burden.

The existing concrete curbing would be removed and replaced with granite curbing.

The existing retaining wall to the west would remain as is. Existing lighting would not be changed.

The tree lawn in the middle of the lot would remain as is.

Additional work is schedule directly in front of the Merten's House. New granite curb and sidewalk surface (brick to paver surface) would be placed. A Spring Snow Crabapple tree would be planted in the triangular space created by placement of the handicap space. This work is actually within the Town and not the Village. It does not require permit as it is considered maintenance of existing sidewalk areas.

The VDRB reviewed the Site Plan criteria with the applicant. Being that there were no above ground structures proposed, a Design Review hearing was not necessary.

Testimony was voted closed.

2. **V-3442-19 John & Wendy Marrinan**, owner; Lee Barnum, agent; 39 Mountain Avenue; Parcel #23.51.34.; Zone: RLD/DR; To restore barn siding, add French doors, replace windows, enclose ell for living space.

Ms. Marrinan and Ms. Barnum, contractor, presented the application.

The hearing had been continued from the April 10, 2019 meeting as applicant was not present.

The VDRB reviewed renderings of proposed work and photographs of existing conditions.

Ms. Marrinan asked to add a few items to her permit request. Item #1 is to change the approved farmhouse style outdoor lighting on the garage to handcrafted copper wall lights. Photographs of the fixtures were reviewed. The fixtures have the light in the top of the fixture, frosted glass on the sides with a clear glass on the bottom to create down lighting.

One copper light would be placed in the front of the garage between the transom windows above the garage door. A second copper light would be placed on the north side of the garage, near the people door, using care to place it below the height of the fence she shares with the abutting neighbor to the west.

Additionally, the location of the people door and window on the north side of the garage would be swapped to have the garage door in line with the door to the home.

Both changes were recommended for approval by the Design Review Board.

A 12/12 window and door with vertical boards are proposed on the barn's south elevation. These had been in place historically, but were removed when the former garage was built.

The space between the house and the barn is currently unheated, owners wish to convert this to living space with radiant floor heating. New French doors on the south elevation would be placed

behind existing barn doors. This would allow owners to close the outer doors for security and open them for natural light when the space is occupied.

On the north elevation, numerous door and window changes are proposed. The existing door would be removed and replaced with a bank of three short 6:2 windows which would match the dormer windows directly above. The first floor window directly below the east side of the ell would become a 3' wide door. The new 4 light door would have a single wood panel at the bottom and not two as drawn. A center ridged stoop roof with a copper light fixture in the peak would be placed above the door.

The converted space would be heated with a propane boiler. A side vent would be placed just east of the proposed door. Two 120 gallon propane tanks would be placed on the west end of the structure. The tanks are white to match home color and would be screened with shrubs.

The north elevation is not visible by passers-by or neighbors.

The VDRB read the Design Review recommendation to approve the application as presented.

Testimony was voted closed.

### **III. OTHER BUSINESS**

#### **A. Zoning Officer's Report**

The Town Planner discussed the report.

### **IV. DELIBERATIONS**

#### **A. V-3444-19 The Merten's House**

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

1. The VDRB reviewed photographs and site plans of proposed change.
2. The intent of the project is to enhance and expand the 13 car parking lot in front on the Merten's House and the Homestead, an elderly care facility.
3. All existing and proposed spaces are angled pull-in 9' wide spaces.
4. The driveway for Merten's House and the Homestead is one-way, entering at River Street and exiting on Eaton Place. Current parking is always full, two additional spaces will help ease the parking burden.
5. Two additional parking spaces would be created for a total of 15 parking spaces. The handicap space would move directly next to the Merten's house. The additional spaces would be placed on the north end by reworking the existing 3 spaces and current handicap space.
6. The existing concrete curbing would be removed and replaced with granite curbing.
7. The existing retaining wall to the west would remain as is. Existing lighting would not be changed.
8. The tree lawn in the middle of the lot would remain as is.
9. Additional work is schedule directly in front of the Merten's House. New granite
10. The VDRB reviewed the Site Plan criteria with the applicant. Being that there were no above ground structures proposed, a review by the Design Review Board was not necessary.

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

*The motion was approved on a 3-0 vote.*

**B V-3442-19 John & Wendy Marrinan**

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

1. The VDRB reviewed renderings of proposed work and photographs of existing conditions.
2. The applicant asked to add a few items to her permit request. Item #1 is to change the approved farmhouse style outdoor lighting on the garage to handcrafted copper wall lights. Photographs of the fixtures were reviewed. The fixtures have the light in the top of the fixture, frosted glass on the sides with a clear glass on the bottom to create down lighting.
3. One copper light would be placed in the front of the garage between the transom windows above the garage door. A second copper light would be placed on the north side of the garage, near the people door, using care to place it below the height of the fence she shares with the abutting neighbor to the west.
4. Additionally, the location of the people door and window on the north side of the garage would be swapped to have the garage door in line with the door to the home.
5. Both changes were recommended for approval by the Design Review Board.
6. A 12/12 window and door with vertical boards are proposed on the barn's south elevation. These had been in place historically, but were removed when the former garage was built.
7. The space between the house and the barn is currently unheated, owners wish to convert this to living space with radiant floor heating. New French doors on the south elevation would be placed behind existing barn doors. This would allow owners to close the outer doors for security and open them for natural light when the space is occupied.
8. On the north elevation, numerous door and window changes are proposed. The existing door would be removed and replaced with a bank of three short 6:2 windows which would match the dormer windows directly above. The first floor window directly below the east side of the ell would become a 3' wide door. The new 4 light door would have a single wood panel at the bottom and not two as drawn. A center ridged stoop roof with a copper light fixture in the peak would be placed above the door.
9. The converted space would be heated with a propane boiler. A side vent would be placed just east of the proposed door. Two 120 gallon propane tanks would be placed on the west end of the structure. The tanks are white to match home color and would be screened with shrubs.
10. The north elevation is not visible by passers-by or neighbors.
11. The VDRB read the Design Review recommendation to approve the application as presented.

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

*The motion was approved on a 3-0 vote.*

**V. APPROVAL OF MINUTES**

The minutes from April 10, 2019 were approved.

**VI. NEXT MEETING**

The next meeting of the VDRB will be May 22, 2019.

Ms. Spector will not be able to attend the May 22, 2019 meeting.

**VII. ADJOURNMENT**

The meeting was adjourned at 8:10 pm.

Respectfully submitted,

Michael Brands, AICP  
Town Planner