

**SOUTH WOODSTOCK DESIGN REVIEW BOARD  
DRAFT MINUTES  
July 16, 2019**

**Members Present:** Glenn Soule, Lyman Shove, Charles Humpstone  
**Members Absent:** None  
**Others Present:** Carole Pickett, Chris Higgins, Kevin Weeks, Michael Brands

**I. OPENING**

Chair Soule opened the meeting at 7:30 pm.

**II. PUBLIC HEARING**

**A. T-4926-19 Carole Pickett Trust**

Application is for Design Review approval to replace 17 windows. The property is located at 4632 South Road and is Residential Low Density / Design Review.

Ms. Pickett presented the application.

The Board reviewed photographs of the building.

The owner wishes to replace 17 windows in her home.

Current windows are single pane 12:12 units. They are very old, in need of replacement.

Replacement windows would be energy efficient double pane 12:12 Marvin units.

A cut sheet for the Marvin windows was reviewed.

The owner wishes to maintain the same look as the previous windows.

After discussion, the Board recommended approval of the request as presented. as a minor application via an administrative permit.

**B. T-4928-19 Siri Kaur**

Application is for Design Review approval to remove existing porch and replace with stairs, brick-in basement windows and remove skylights. The property is located at 4711 Church Hill Road and is zoned Inn / Design Review.

Mr. Higgins, manager, presented the application.

The Board reviewed photographs of the building and rendering of the proposed staircase.

The intent is to return the schoolhouse building back to its original 1800's look. A photograph from the late 1800's was shown to the Board.

The deck would be removed and a set of wooden staircases duplicating the original look would be installed.

Additionally, skylights placed in the 1970s would be removed and replaced with slate shingles to match existing slate roof.

The basement windows would be bricked-in with matching bricks. The windows are old, rotten and no longer function. Removing them creates no lighting issues within the basement area.

After discussion, the Board recommended approval as presented.

**C. T-4933-19 Susan L. Kerns**

Application is for Design Review approval to construct 24' x 24' detached garage and add rear 12' x 16' deck. The property is located at 4846 South Road and is zoned Residential Low Density / Design Review.

Mr. Weeks, contractor, presented the application.

The Board reviewed photographs of the site and renderings of the garage and deck.

The new owners of the property propose a custom built two bay garage at the rear of the property.

The rear of the 24' x 24' structure would be in line with the rear of the main building.

The owners chose a 9:12 roof pitch which is steeper than most garages but not as steep as the main house. The 9:12 pitch presents a more historic look. A steeper pitch on the small building would look awkward.

There would be a storage area on the second floor. Two gable windows would be placed on either end (east and west). A single wooden pendant element would be placed in the top of the east side as a decorative element. The main house has beautiful ginger-bread motifs running along the eaves.

The owners propose vinyl siding on the east, south and west sides of the building. This would be a high end product that resembles wood from a distance. The roof would be asphalt shingles.

The entry side would have two windowless garage doors and would have vertical wood board siding. This elevation is not visible by neighbors or the general public.

There is one window on the first floor of both east and west elevations. The west side also has a 3' wide door for entry without opening garage doors. All windows are double glassed vinyl units with mullions placed between the glass.

The garage is located +/- 100' from the Route 106 centerline. Only the front/east facade is visible to the passing public.

Additionally, a 12' x 16' deck is proposed directly behind the main building. It is not visible from a public point of view. The deck would be built of pressure treated wood with no rails. The deck is one step up from ground level and one step below the entry door.

After discussion, the Board recommended approval as presented.

**III. Adjournment**

The meeting adjourned at 7:50 pm.

Respectfully submitted,

Michael Brands, AICP  
Town Planner