

**VILLAGE DESIGN REVIEW BOARD  
WOODSTOCK TOWN HALL  
31 THE GREEN  
Wednesday, August 21, 2019**

**DRAFT MINUTES**

Members Present: Jeff Bendis, Don Olson Jack Rossi, Beverly Humpstone, Nancy Sevchenko

Members Absent: None

Others Present: Josh Boynton, Ashley Paterson, Susan Ford, Lynn Ellen Beach

**I. CALL TO ORDER**

Chair Bendis called the meeting to order at 4:00 P.M.

**II. PUBLIC HEARING**

**A. V-3477-19 Diamant**

The application is for Design Review approval to replace 5 windows. The property is located at 4 River Street and is zoned Residential Low Density / Design Review.

Mr. Diamant was not able to attend.

Ms. Beach presented the application.

The Board reviewed photographs of the existing windows to be replaced and the cutsheet of the proposed windows.

5 windows would be upgraded, 1 on the rear of the south elevation, 2 on the front of the west elevation and 2 on the first floor of the north elevation.

In 2003, 14 windows had been upgraded to energy efficient windows. Then in March 2019, 5 more window replacements were approved. The current request is for the final 5 replacement windows which will complete this project.

Proposed window units would have a 6:6 pattern. This would unify the same 6:6 pattern throughout the building.

The Board reviewed the Marvin window cutsheet.

After discussion, the Board agreed the proposed change would be compatible with the Design Review regulations and recommended approval as a minor application via an administrative permit.

**B. V-3478-19 Biele**

The application is for Design Review Approval to amend Permit #V-3305-17 to Include Moving Skylights Down the Roof, Adding a Shed & Exterior Lighting. The property is located at 17 River Street and is zoned Residential Low Density/Design Review.

There was no one representing the application.

The 32' x 28' garage replaced an old barn on the property.

Permit #V-3305-17 originally approved the three standard skylights to be placed at the roof peak of the garage.

The board reviewed the photograph included with the application.

The applicant requests approval for the skylights to be placed lower down on the roof. This work appears to have already been completed on the building.

A small brown wooden structure has been constructed as an attached shed addition on the east side of the garage.

The applicant is seeking approval for this addition.

The third request is for exterior lighting.

The board was unclear whether this request was for additional exterior lighting or a change to the previously approved exterior lighting.

The board requested a continuance of the application to their next meeting on September 4, 2019, at which time the applicant or a representative of the applicant should be present.

**C. V-3481-19 Kevin McCarthy**

The application is to obtain Design Review Approval to install a heat pump and add an enclosure. The property is located at 9 The Green and zoned Residential Low Density/Design Review.

Mr. Boynton and Ms. Paterson of Boynton Construction presented the application.

The existing air conditioning condenser located in the rear of the house, had stopped working properly. Repair would entail tearing up the existing patio to replace the buried refrigerant line.

The applicant is requesting the relocation of the unit from the north side of the property to the west side with placement adjacent to the side of the house and 18'9" from the property line.

The board reviewed the site plan and proposed fence enclosure renderings.

There were several questions by the board including:

- 1) The location of unit to the house and ventilation as the drawing did not have a measurement.

Mr. Boynton estimated that the unit should be placed at least 12"-18" away from the house.

- 2) Whether the unit should have more than the 2-sided enclosure proposed.
- 3) The location of the enclosure and correct placement of the unit in regard to the house and porch.
- 4) The construction and style of the existing porch.
- 5) The distance from the edge of the porch and the unit.
- 6) It was suggested the addition of another panel of the enclosure to face the porch to mask the view of the unit.

The contractor will provide photographs of the proposed site, additional information about the existing porch construction and style, and a drawing showing:

- The exact distance the unit will need to be placed from the side of the house.
- Size of the unit depicted on the drawing
- A detailed drawing of the proposed enclosure around the unit.
- A photograph showing the proposed unit and enclosure staked.
- A drawing of the enclosure for scale, showing detail, materials and dimensions.

Board approved the possible relocation of the a/c unit, pending the requested information from the contractor which will be reviewed by both the Design Review Board and the Village Development Review Board.

**D. V-3483-19 Frost Mills Nominee Trust**

The application is for Design Review approval to amend permit #V-3450-19 to clarify that most of the exterior construction of the house will be brick. The property is located at 34 Elm Street and zoned Residential Low Density / Design Review.

Ms. Ford, agent, presented the application.

The drawings presented clarified what parts of the exterior would be brick and what parts would be tongue and groove siding.

The quoins at the corners of each wall would be brick.

The porches would be tongue and groove wood siding and would be painted.

The clapboard would also be painted, not stained.

The board carefully reviewed the plans submitted.

The board approved the clarification of the construction of the house.

**III. OTHER**

None

**IV. ADJOURNMENT**

The meeting was adjourned at 4:30 P.M.

Respectfully submitted,

Lynn Ellen Beach