

SOUTH WOODSTOCK DESIGN REVIEW BOARD  
September 17, 2019  
DRAFT MINUTES

Members Present: Glenn Soule, Charles Humpstone  
Members Absent: Lyman Shove  
Others Present: Charan Kaur, Chris Higgins, Spencer Frank, Michael Brands

**I. CALL TO ORDER**

Chair Soule opened the meeting at 7:30 pm.

**II. PUBLIC HEARING**

**A. OLD BUSINESS** - None

**B. NEW BUSINESS**

**1. T-4957-19 Charan Kaur**

Application is for Design Review approval to remove & replace existing addition, replace all windows, and create additional parking. The property is located at 4822 South Road and is zoned Hamlet Commercial / Design Review.

Ms. Kaur, Mr. Higgins, manager, and Mr. Frank presented the application.

The applicant wishes to change all the windows for energy efficient units. The Board reviewed the cutsheets. The windows would be 6:6 and not 9:9 as shown on the cutsheet.

The existing rear addition, a shed-like structure, would be removed, and replaced with a 30' long addition. The new addition would match the existing architecture of the main building. Being on the rear of the structure it would not be highly visible from Route 106.

On the north side, a 20' long strip of soil would be removed from edge of existing driveway to create a 36' X 18' wide parking area. The remaining soil, from foundation to the north, would be sloped down to the parking lot level. Current soil banks up against the foundation and is a sloped lawn.

The entrance to the basement would be removed. The retaining walls, stone on east side and pressure treated wood on west side, would be removed. The area would be filled in with soil to match the existing berm along the foundation.

A bulkhead would be placed on the south side of building for access to the basement. Due to a well (located west of building) and associated underground pipe, the bulkhead would be placed east of the outdoor faucet location.

There is a strong band of trees and a steep hillside along the south boundary that screen the south elevation.

The Board agreed the concept is good but asked for a better site plan.

The site plan should show all parking spaces, areas of excavation, areas of undisturbed soil, the exact location of the bulkhead, and proposed addition.

The applicant will draw up a new site plan before the TDRB meeting.

After discussion, the Board recommended approval of the concept as presented, and asked the applicant to submit improved renderings before next week's TDRB meeting.

## **2. T-4958-19 Charan Kaur**

Application is for Design Review approval to install electric vehicle charging station. The property is located at 4778 South Road and is zoned Inn / Design Review.

Ms. Kaur, Mr. Higgins, manager, and Mr. Frank presented the application.

The Board reviewed numerous photographs and cut sheet of the proposed charging unit.

Applicant proposes installation of a battery charging station for two vehicles. There are no charging facilities in South Woodstock. Potential clients with electric powered vehicles are going to inns with onsite charging capacity.

The 5' tall pedestal is able to charge two vehicles at once, side by side. The Board reviewed a photograph of the proposed unit.

Two new parking spaces would be created near a shed located to the rear and south of the log cabin rental units. The area is not visible from Route 106.

The Board agreed with the concept but noted a site plan showing exact location of the two parking spaces would be required for the TDRB site plan review process.

After discussion, the Board recommended approval as presented.

## **III. OTHER BUSINESS**

None

**IV. ADJOURNMENT**

The meeting adjourned at 7:45 pm.

Respectfully Submitted,

Michael Brands, AICP

Town Planner