

**VILLAGE DEVELOPMENT REVIEW BOARD  
WOODSTOCK TOWN HALL  
31 THE GREEN  
September 25, 2019  
DRAFT MINUTES**

MEMBERS PRESENT: Jane Soule, Wendy Spector, Keri Cole, Randy Mayhew  
MEMBERS ABSENT: One Vacancy  
OTHERS PRESENT: Mark Libby, Jack Rossi, Mary McVey, Joby Thompson, Richard  
Poznysz, Barbara Poznysz, Michael Brands

**I. CALL TO ORDER 7:30 PM**

**II. PUBLIC HEARING**

**A. OLD BUSINESS None**

**B. NEW BUSINESS**

**1. V-3475-19 Sustainable Woodstock**

The application is for Site Plan and Conditional Use approval to construct an amphitheater. The property is located at Maxham Meadow Way and zoned Community/Conservation/Flood Hazard.

Mr. Rossi, Ms. McVey and Ms. Thompson, members of Sustainable Woodstock presented the application, aided the presentation.

A new site plan showing 51 parking spaces including the park and ride space was reviewed.

On September 18 the applicant met with the Conservation Commission to review potential impacts to the riparian buffer. The CC recommends approval based on the fact that the riparian vegetation has been tremendously improved over the past few years, from essentially very little vegetation to numerous trees, shrubs and other plantings.

A 10' wide 30' long 11' high pergola has been added to the plan. This would be placed high on the bank for easy access from the proposed parking. The intent is to provide a shady area for visitors unable to access the lower areas of the park.

In addition to the proposed 51 parking spaces along the top of the bank, 9 spaces within walking distance were noted along Pleasant Street.

A letter from A.J. Alsup, abutting property, stated he is willing to allow the use of up to 50- 51 parking spaces on his property.

The Town Planner noted the parking spaces offered do not exist, in the current formation of the property. However, with the 51 parking spaces along the top of the bank, there should be enough for an event with 80-90 attendees. Public events require 1 space per 3 attendees.

There would be no additional lighting or landscaping planned for the proposed parking.

The stone mason prefers to have stone delivered this fall to enable a quick construction to start next spring.

The issue of safety and a pile of stone was mentioned.

The applicant noted they would work out a safety plan to keep people away from the pile of stone.

The VDRB reviewed Sections 403, Conservation District, 709 Site Plan and 710 Conditional Use with the applicant.

Testimony was voted close.

**2. 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.

Mr. Sorrentino, contractor, was unable to attend and asked to be continued to the October 9, 2019 meeting.

**3. V-3486-19 Mark Libby**

The application is for a Conditional Use approval to create 1<sup>st</sup> floor apartment and use property as Short Term Rental. The property is located at 52 Pleasant Street and zoned Light Commercial/Design Review.

Mr. Libby presented the application.

The VDRB reviewed the proposed floorplan and site plan.

The owner currently lives upstairs. The lower floor had been a chiropractor's office for many years. The downstairs is proposed to become a residential unit.

The Fire Chief has inspected the property and offered recommendations.

The owner will have the State Fire Marshal inspect the premises once the apartment is finished.

There is adequate sewer and water for the apartment.

Both a State Wastewater Permit and State Fire Marshal's approval will be required before the CO can be issued.

There is plenty of parking on site, site plan shows 11 spaces. Only 4 spaces are needed for the 2 apartments.

There would be no change in landscaping or exterior lighting.

In addition, the applicant would like to enable a Short Term Rental in the lower apartment, but only when he is present. The current plan is to rent out his residence for 6 months as he is out of town during the winter months.

The applicant read and understands Section 522, Short Term Rental regulations.

The VDRB reviewed Sections 522 Short Term Rentals and 710 Conditional Use with the applicant.

Testimony was voted close.

#### **4. V-3488-19 Richard & Barbara Poznysz**

The application is for Design Review approval to amend permit #V-3446-19 to add enclosure for heat pump. The property is located at 34 River Street and zoned Residential Low Density / Design Review.

Mr. Poznysz presented the application.

The VDRB reviewed renderings of the proposed enclosure for a heat pump condenser to be placed on north facade.

On May 16, 2019 a permit was issued to install a condenser and heat pump., which were installed over the summer.

Owner is now requesting approval to add screening to the cover of the condenser.

Owner is very concerned with ice and snow dropping off the two story roof.

The detailed rendering of the front and side views was reviewed.

The roof would be a one piece copper sheet over plywood sloped away from the building. The three sides would be clapboard siding painted to match the home.

The structure measures 37" wide, 40" deep and 48" tall at lowest point and 64" at highest point where is it attached to the home.

The upper triangular portion is permanent. The front as well as the sides are meant to be removed during the air conditioning season. The sides would be replaced during the winter months. A carriage bolt with a wingnut would be used for easy mounting of the sides.

Cedar support posts would be visible with the sides off. The intent is to have fluting as architectural detail to match porch posts.

Two neighbors sent in letters of support.

The Design Review Board's recommendation to approve as presented was read.

Testimony was voted closed.

### **III. OTHER BUSINESS - None**

### **IV. DELIBERATIONS**

#### **A. V-3475-19 Sustainable Woodstock**

After discussion the following findings of fact were established:

1. The VDRB reviewed the site plan and renderings of the proposed structure.
2. The East End park is owned by the Village of Woodstock. Sustainable Woodstock, with Board of Trustees approval, has been very active in creating the park from a former snow dump site.
3. The current proposal is to place a 3800 square foot stone amphitheater on site for use as a public event space. Seating would be five 2' foot tall stone walls spaced 7' feet apart. Maximum seating within the structure would be 90-100 persons.
4. The site plan noting flood plain, flood way, sewer line, and stormwater drainage was reviewed.
5. The site plan includes a "geoblock" driveway to the river, that is not part of the application.
6. The State officials noted no concerns with either flood issues or riparian impacts.
7. There would be no negative impacts to the flood hazard areas. There is no proposed filling. There are areas where capacity would be increased due to removal of material from within the flood zone.
8. An additional underground drainage system (perforated pipe with gravel on top) is proposed to handle excess stormwater. These would be added to the existing rain garden system built into the west side of the property.
9. The State's riparian review covers a 50' buffer from river's edge and not the 100' Town buffer. The structure is mostly outside of the 50' buffer. However, almost the entire property is within the 100' riparian buffer.
10. On September 18 the applicant met with the Conservation Commission to review potential impacts to the riparian buffer. The CC recommends approval based on the fact that the riparian vegetation has been tremendously improved over the past few years, from essentially very little vegetation to numerous trees, shrubs and other plantings.
11. A plan showing 51 parking spaces along Maxham Meadow Way at the top of the bank was reviewed. There are 9 parking spaces within walking distance along Pleasant Street.
12. The Town Planner stated public events require 1 space per 3 attendees. The proposed 51 spaces adequately address the parking needs of the 8=0 90 person amphitheater.
13. There would be no additional lighting or landscaping planned for the proposed parking.
14. A 10' wide 30' long 11' high pergola has been added to the plan. This would be placed high on the bank for easy access from the proposed parking. The intent is to provide a shady area for visitors unable to access the lower areas of the park. Vines would be planted to cover the wood structure.

15. The applicant noted a safety plan would be developed to keep people away from the pile of stone which would be stored temporarily over the winter.
16. The VDRB reviewed Sections 403, Conservation District, 709 Site Plan and 710 Conditional Use with the applicant.

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

The motion was approved with a 3-0 vote. (Mr. Mayhew arrived late and did not vote.)

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

Continued

**C. V-3486-19 Libby**

After discussion the following findings of fact were established:

1. The VDRB reviewed the proposed floorplan and site plan.
  2. The owner currently lives upstairs. The lower floor had been a chiropractor's office for many years. The downstairs is proposed to become a residential unit.
  3. The Fire Chief has inspected the property and offered recommendations.
  4. The owner will have the State Fire Marshal inspect the premises once the apartment is finished.
  5. There is adequate sewer and water for the apartment.
  6. Both a State Wastewater Permit and State Fire Marshal's approval will be required before the CO can be issued.
  7. There is plenty of parking on site, site plan shows 11 spaces. Only 4 spaces are needed for the 2 apartments.
  8. There would be no change in landscaping or exterior lighting.
  9. In addition, the applicant would like to enable a Short Term Rental in the lower apartment, but only when he is present. The current plan is to rent out his residence for 6 months as he is out of town during the winter months.
  10. The applicant read and understands Section 522, Short Term Rental regulations.
  11. The VDRB reviewed Sections 522 Short Term Rentals and 710 Conditional Use with the applicant.

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

The motion was approved with a 4-0 vote.

**C. V-3488-19 Poznysz**

After discussion the following findings of fact were established:

1. The VDRB reviewed renderings of the proposed enclosure for a heat pump condenser to be placed on north facade.
2. On May 16, 2019 a permit was issued to install a condenser and heat pump which were installed over the summer.
3. Owner is very concerned with ice and snow dropping off the two story roof. A diverter is proposed to protect the condenser.
5. The detailed rendering of the front and side views was reviewed.
6. The roof would be a one piece copper sheet over plywood sloped away from the building. The three sides would be clapboard siding painted to match the home.
7. The structure measures 37" wide, 40" deep and 48" tall at lowest point and 64" at highest point where is it attached to the home.
8. The upper triangular portion and support posts are permanent. The sides are meant to be removed during the air conditioning season and installed during the winter months. A carriage bolt with a wingnut would be used for easy mounting of the sides.
9. The Design Review Board's recommendation to approve as presented was read.

After additional discussion, Mr. Mayhew moved with a second by Ms. Spector to approve the application as presented.

The motion was approved with a 4-0 vote.

**IV. APPROVAL OF MINUTES**

The minutes of August 28, 2019 were approved as submitted.

**V. NEXT MEETING**

The next meeting of the VDRB will be October 9, 2019.

**VI. ADJOURNMENT**

The meeting was adjourned at 8:30 pm.

Respectfully submitted,

Michael E. Brands, AICP  
Town Planner