

**SOUTH WOODSTOCK DESIGN REVIEW BOARD**  
**July 21, 2020**  
**DRAFT MINUTES**

Members Present: Glenn Soule, Charles Humpstone, Lyman Shove  
Members Absent: None  
Others Present: Neal Leitner, Ellen Lefever, Chris Higgins, Chip Kendall, Les Berge, Spencer Frank, Carol Pickett

**I. CALL TO ORDER**

Chair Soule opened the meeting at 7:30 pm.

**II. PUBLIC HEARING**

**A. OLD BUSINESS** - None

**B. NEW BUSINESS**

**T-5041-20**; Ellen LeFever, owner/applicant; Jaynes & Berge, agent; 61 Academy Circle; Parcel #33.03.02.; Zone: RLD/DR; To Add Porch, Extend Garage, Replace Windows, Improve Parking Area, & Provide Emergency Access for Perkins Academy.

Application is for design approval to add a porch, extend a garage by adding a bay and replace windows on the back section of the house at 61 Academy Circle.

Contractor Les Berge presented the application.

The windows would be 6 over 6. The two garage doors would be carriage style wooden plan doors. The design was reviewed by the board. They asked thought the windows would match the rest of the windows on the house and that the garage addition was in keeping with the character of the portion of the house where the existing 1 bay garage is located.

A motion was made to approve the application as submitted. It was seconded.

**Motion passed 3-0.**

**T-5042-20**; 4800 South Road, LLC, owner; Simran Johnston, applicant; Chris Higgins, agent; 4800 South Road; Parcel #33.02.06.; To Replace Windows, Remove Chimney, Add Fence Around Dumpster & Landscape Lighting into Trees.

Application is for Design Review approval to replace windows old 6 over 0 windows with 6 over 6 windows, remove both the brick chimney and metal chimney from the Country Store, add a 6' tall screening fence around the dumpsters and install landscape lighting into the maple trees on the north side of the Country Store property.

Mr. Higgins, the applicant's agent, presented the application.

The Board reviewed site plans, photographs and numerous spec sheets of the windows and landscape lights.

The improvements made to the country store are part of an ongoing refresh to the country store. The applicant was asked why both of the chimneys are proposed to be removed. Chris Higgins responded that the chimneys are in disrepair and serve no purpose anymore. He went on to explain the lighting. It will be turned off at night, used during evening hours only. It will be attached to a dimmer so they can be dimmed appropriately if someone finds that the lights are too bright.

The board found no issue with any of the components of the application.

A motion was made to approve the application as submitted. It was seconded.

Motion passed 3-0.

**III. OTHER BUSINESS**

None

**IV. ADJOURNMENT**

The meeting adjourned at 7:55 pm.

Respectfully Submitted,

*Neal Leitner*  
Town Planner