

**WOODSTOCK  
VILLAGE DEVELOPMENT REVIEW BOARD  
May 26, 2021  
ZOOM MEETING/CONFERENCE CALL  
Meeting Minutes**

**Members Present: Jane Soule, Randy Mayhew, Wendy Spector, MaryAnne Flynn, Keri Cole**

**Members Absent:**

**Others Present: Neal Leitner, Clare McFarland, Jack Rossi, Linda Markwell**

**I. CALL TO ORDER 7:30 P.M.**

**II. PUBLIC HEARINGS –**

**Old Business**

**V-3636-21;** Norman Williams Library applicant; 10 The Green; Parcel: 23.56.15  
Proposal: Add stair handrails and request to variance to increase height of fencing around dumpster and HVAC unit.

Clare McFarland introduced the project to the board. They would like to add stair handrails on the lower two steps to match the existing handrails on the upper steps.

Wendy Spector asked if it is required due to ADA.

Clare McFarland did not know for certain, but mentioned it is only two steps.

Keri Cole moved to close testimony. It was seconded by Wendy Spector.

**Motion passed 5-0.**

Chair Soule stated that they can vote on the item in two parts since it has two requests.

Keri Cole moved they approve the railing as presented. Wendy Spector seconded it.

**Motion passed 5-0.**

Clare McFarland introduced the second item, the fence around the HVAC units. The request is to install a wooden lattice work on top of the existing stockade fence to shield the view of the top of the HVAC units.

The board asked what the height of the fence would be if the lattice was installed.

Clare McFarland replied that it would be approximately 7-feet tall total, which is over the 6-foot maximum allowable under the Village Zoning Regulations.

Wendy Spector mentioned that the application states 12"-18" in additional height. She asked Clare for the total height for the variance request.

Keri Cole stated that if the purpose of the lattice fence is to screen the HVAC units, then a variance request should be made for the height of the units, otherwise she did not see the point.

Randy Mayhew asked who installed the HVAC units and when.

Clare responded that the HVAC units were replaced 2 years ago.

Keri Cole asked if the board could do a site visit next week to look at the fence and HVAC units.

Randy Mayhew moved to place the fence request of the application into recess pending a site visit on Tuesday, June 1<sup>st</sup> at 3pm.

Keri Cole seconded the motion.

**Motion passed 5-0.**

**The VDRB reconvened on June 1<sup>st</sup> at 3pm at the Norman Rockwell Library.**

The board examined the existing fence. Neal Leitner measured the height of the fence and found that the fence is not 6 feet high. The board discussed options such as a pergola over the HVAC units and visibility from the neighboring house. After a discussion, the board recommended installing a new 6-foot-high stockade fence to surround the HVAC units to better screen them. The applicant will return to the June 9<sup>th</sup> VDRB meeting to propose an amendment to the application.

## **New Business**

**V-3632-21;** Timothy Maines & Delora Schneider; applicants; 25 High St; Parcel 23.56.35; Rebuild stone retaining wall, add stone stairs, stone paving under deck, add cobble setts at driveway, add rear stone patio and replace existing to add new fence along property line/edge.

Applicant's agent Jack Rossi introduced the project to the board. The landscaping and fencing project is partially in the 100-foot riparian buffer. The conservation commission reviewed the application and approved it as presented at their May meeting. Jack mentioned that the house was remodeled in an arts and crafts fashion and that the landscaping plan continues that theme. He described some of the details of the project to

the board and stated that the fence in the backyard would not exceed 6-feet in height at any point.

Keri Cole stated that she has no questions.

Wendy Spector confirmed with Jak Rossi that the fence would not exceed 6 feet in height. Jack confirmed it would not exceed 6-feet.

Kerry Cole made a motion to close testimony. It was seconded by MaryAnne Flynn.

**Motion passed 5-0.**

Keri Cole made a motion to approve as presented. It was seconded by Wendy Spector.

**Motion passed 5-0.**

**V-3647-21;** Mellishwood Housing; applicant; 34 Pleasant St; Parcel 21.51.22; 8x14 shed on property.

Linda Markwell introduced the project to the board. Mellishwood Housing would like to place an 8 x 12 shed in the rear portion of the property 5 feet from the eastern property line. The shed was reviewed by the design review board. The board recommended omitting the windows on the proposed shed. Linda stated that they do not want windows on the shed anyway, so she has no issues with that recommendation.

Kerry Cole made a motion to close testimony. It was seconded by MaryAnne Flynn.

**Motion passed 5-0.**

Keri Cole made a motion to approve as presented. It was seconded by Wendy Spector.

**Motion passed 5-0.**

**V-3649-21;** Shelly & Tom O'Neill; applicants; 24 River St; Parcel 20.52.47; replacement of decayed fence and replacement of stockade fence with a different style.

Neal Leitner introduced the project to the board. He mentioned that the applicant's agent apologized for not being able to make the meeting. The project consists of a repair and replace job for the front picket fence. It would be rebuilt exactly as it is now. The wooden pickets would be made of mahogany. Since the dimensions and materials would remain the same, a permit is not necessary.

The second part of the application is for a 6-foot-tall stockade fence in the back yard that would replace the existing stockade fence that is in disrepair.

The board examined the photos in the application packet and agreed it is in disrepair. The proposed stockade fence would include a wooden lattice top, not to exceed 6 feet in

height. The wooden lattice would mimic the lattice work on the fencing at 13 River Street. The photo of that fence was reviewed by the board.

Neal Leitner mentioned that the Design Review Board approved the fence application.

Hearing no public comment, the board motioned to close testimony.

**Motion passed 5-0.**

Wendy Spector motioned to approve the application as presented. It was seconded by Randy Mayhew.

**Motion passed 5-0.**

## **II. OTHER BUSINESS**

**IV. ADJOURNMENT:** Meeting adjourned at 8:45PM