

TOWN DEVELOPMENT REVIEW BOARD
Draft Minutes
July 28, 2020

MEMBERS PRESENT: Brad Prescott, Wade Treadway, Don Bourdon, Kim French
MEMBERS ABSENT: one vacancy
OTHERS PRESENT: Brad Ruderman, Mr. & Mrs. Beinecke, Chris Higgins, Jason Gladdis, Les Berge, Ellen LeFever, Mary McCuaig, Hunter Melville, Steve Silva, Eileen Orchid, Neal Leitner

I. CALL TO ORDER

Chair Don Bourdon called the meeting to order at 7:30 p.m.

II. PUBLIC HEARINGS

A. Old Business:

B. New Business:

1. **T-5034-20;** Yummy Woodstock, LLC, owner; Patricia & Andrew Reid, applicant; 4374 West Woodstock Road; Parcel #07.01.33.; Zone: R1; To Extend Dining Area. <CONTINUED TO AUGUST 25 MEETING>
2. **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.

Applicant's agent Les Berge introduced the project to the board. The project includes alterations and additions to the house at 61 Academy Circle in South Woodstock. A side porch would be added, the garage would be expanded to allow for two cars, windows would be replaced on the back addition of the house with 6 over 6 windows. The informal portion of Academy Circle which crosses the property known as Town Highway 83, which connects either side of Academy Circle, known as Town Highway 82, would need to be moved slightly away from the house to accommodate for the garage expansion.

After the introduction, Mary McCuaig expressed her concerns about Academy Circle. She does not want it to be cut off.

Chair Bourdon brought the item back to the board's prevue. The TDRB does not have purview over town roads.

Brad Prescott asked a question regarding the windows. The 6 over 6 windows do not match the windows on the main house. He also asked if they would be true divided.

Les Berge said the windows are smaller on the back portion of the house and are 6 over 6 currently, so they will remain 6 over 6.

Wade Treadway said he thought the back portion of the house is very clearly an addition, since it is architecturally different than the main portion of the house. He noted that the addition is not highly visible.

Brad Prescott asked why the pitch of the roof over the garage addition was so low.

Les Berge said if it was higher, the existing windows on the second level would be impacted.

Brief discussion about lighting ensued.

With no other public comments, the board closed public testimony.

3. **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.

Applicant's agent Chris Higgins introduced the project to the board. The project includes a replacement of windows on the country store at 4800 South Road. Two chimneys would be removed, a 6 foot high screening fence painted red to match the country store would be installed around the dumpsters in the rear portion of the property, and 7 landscape lights would be installed under 7 maple trees on the property.

Brad Prescott asked if both dumpsters would be behind on fence enclosure.

Chris Higgins confirmed his question.

Kim French asked questions about the landscape lighting.

Chris Higgins responded that there would be 7 lights on dimmers and timers that would illuminate the trees where some picnic tables are located.

Brad Prescott asked what time the lights would be turned off.

Chris responded that they would shut off at 10 PM.

Brad Prescott was concerned about light pollution.

Chris Higgins said it would be a soft light with dimmers, so they can be adjusted if people thought they were too bright.

Brad Prescott asked if the lights would face away from South Road.

Chris Higgins responded that they will.

With no further public comment, testimony was closed.

- 4. T-5043-20;** Lawrence & Diana Lynne Gordon, owner/applicant; Brad Ruderman, agent; 1122 Peterkin Hill Road; Parcel #08.01.28.; Zone: R5/Scenic Ridgeline; To Create 3-Lot Subdivision.

Applicant's agent Brad Ruderman introduced the propped subdivision to the board. The 3-lot subdivision is partially in the ridgeline scenic overlay district.

Chair Bourdon said that the board's main prevue is to protect the ridgeline district, but the subdivision does not have any impact on it.

Brad Prescott asked about the driveway to the existing lot.

Brad Ruderman said it is an existing lot from the 1970s and has a driveway easement.

Brad Ruderman described the topography of the land, and that he could not imagine anyone being able to build in the rear portion of the subdivision where the Ridgeline Overlay District is located.

Hearing no public comment, testimony was closed.

5. **T-5044-20**; Thompson Senior Center, owner; J. Gaddis, agent; 99 Senior Lane; Parcel #31.01.27.; Zone: COMM; To Apply for Waiver to Setback at Rear Property Line.

Chair Bourdon introduced the waiver request and asked applicant's agent and architect Jason Gladdis to discuss the request further.

Jason Gladdis said the request is for a blanket rear yard setback waiver from 25 feet to 15 feet. He explained that the rear setback was 15 feet when the Senior Center was built, but it has since changed to 25 feet. They are requesting the waiver because they would like to expand the dining room in the future, but do not have specific architectural plans yet, so they would like to have the extra 10-feet so that they can begin dining room expansion plans.

Brad Prescott asked if the rear yard waiver is for the entire lot.

Jason Gladdis confirmed it is for the entirety of the rear yard.

Wade Treadway noted that a portion of the existing building is located only 2 feet away from the rear property line.

Chair Bourdon asked Jason Gladdis what he thinks the actual dining room addition or extension would be.

Jason Gladdis responded it would be approximately 17 feet.

Kim French asked if that would meet their needs, he confirmed it would.

Brad Prescott noted that there is a significant grass buffer between the Senior Center and the parking lot to the condominiums behind the Senior center.

Chair Bourdon discussed the 6 criteria for a setback waiver per Town Zoning Regulations. He discussed the waiver provisions and the history of when they were introduced. He said that the board would have to find that the request meets the 6 criteria.

Eileen Orchid, an abutter in the condominiums and representing the condominium association explained that the grassy area is typically wet, and is also where the snowplow pushes the snow off of the parking lot. She asked for a drainage plan to address drainage issues.

The board, applicant's agent and Eileen Orchid discussed drainage plans and concluded that since the Senior Center is a Quasi-Public building, any

additions would need to be reviewed by the board. They will be able to address drainage issues at that time.

Testimony was voted closed.

6. **T-5045-20**; NICA, LLC; owner; Craig Lawlor, co-applicant; Josh Hardy, agent; 1653 West Woodstock Road; Parcel 31.02.52.; Zone: INN; To Conduct One-Time Wedding Event.

Item pulled from the agenda at the request of the applicant.

IV. DELIBERATIONS

1. **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.

Chair Bourdon opened deliberations on the item.

Brad Prescott mentioned that a condition of approval should exclude the road request since that is not within the board's prevue. The board agreed.

Brad Prescott said the applicant needs to address the road issue before they could approve the garage expansion since the garage would be partially in the road.

Kim French mentioned that they could approve the window replacement request and not the additions.

Wade Treadway noted that the ancient road survey was prompted in the past because a building was approved in the ancient road.

Chair Bourdon stated that they could approve the application with an exception or condition about the garage expansion.

Kim French made a motion to approve the application as submitted upon the condition that the addition and any increase in footprint of the building can only be approved after the re-alignment of Academy Circle is agreed upon.

The motion was seconded by Wade Treadway.

Motion approved 4-0.

- The TDRB finds that the proposed conditional use meets the following standards of use as defined in Section 403.E(f) Standards

for Review. It also finds that it meets the criteria in Section 405: Design Review and approves of the recommendation made by the South Woodstock Design Review Board.

7. **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.

The board discussed the project and thought it was in general an improvement to the structure and property.

They discussed concern over the proposed tree lighting.

The South Woodstock Design Review Board approved the proposal, including the lighting.

Kim French motioned to approve the application as submitted.

Brad Prescott amended the motion to include a condition that the landscape lights are turned off at 10PM.

Wade Treadway amended the motion to include a site visit once the lighting is installed.

Kim French made a motion to approve the application as submitted with the conditions that the lights are turned off at 10PM and a board site visit is conducted once the lighting is installed. Motion seconded by Brad Prescott.

Motion passed 4-0.

- The board finds that it meets the criteria in Section 405: Design Review and approves of the recommendation made by the South Woodstock Design Review Board.

T-5043-20; Lawrence & Diana Lynne Gordon, owner/applicant; Brad Ruderman, agent; 1122 Peterkin Hill Road; Parcel #08.01.28.; Zone: R5/Scenic Ridgeline; To Create 3-Lot Subdivision.

Chair Don Bourdon opened the item up for deliberation.

The board discussed the application and the fact that the Scenic Ridgeline Overlay District would not be impacted by the proposed subdivision.

The application was previously approved by the Conservation Commission with no conditions.

Wade Treadway motioned to approve the application as submitted.

Kim French seconded the motion.

Motion approved 4-0.

T-5044-20; Thompson Senior Center, owner; J. Gaddis, agent; 99 Senior Lane; Parcel #31.01.27.; Zone: COMM; To Apply for Waiver to Setback at Rear Property Line.

The board discussed the waiver request and the fact that it is a quasi-public building, so that it would need to come back to the board for any structural additions.

They can address drainage plans at that time when they review the architectural plans.

Brad Prescott motioned to approve as submitted.

Kim French seconded the motion.

Motion passed 4-0.

The TDRB finds that the application meets all criteria set forth in Section 531: Waiver to Setbacks:

In all districts, waivers of up to 50% of the setback may be granted using the Conditional Use Approval process, if the following criteria are met:

1. The proposed development is compatible in scale and design of structures and overall existing development pattern of the surrounding area;
2. The proposed development shall not infringe on potential solar gain or vistas of abutting neighbors;
3. The proposed development shall not impinge sight distances on public and private roads;
4. A waiver, if granted, is the minimum necessary to achieve the Stated purpose of this section;
5. The proposed development resolves a practical difficulty and avoids undue hardship in developing the property within the required setbacks.
6. The hardship was not created by the applicant during their ownership.

I. OTHER BUSINESS

none

II. APPROVAL OF MINUTES – Minutes were approved as submitted.

III. ADJOURNMENT

Meeting adjourned 9:45PM

IV. NEXT MEETING

The next TDRB meeting is scheduled for August 25, 2020.

Respectfully submitted,

Neal Leitner
Town Planner