

Design Review and Historic Preservation Board
Minutes
December 8, 2022

PRESENT

Dirk Schneider, Chairman; Bonnie Salem, Paul Whitbeck, John Mitchell, Paul Whitbeck

ALSO PRESENT

Robert Koegel, Town Attorney; Bill Zink, Building Inspector; Susan Donnelly, Secretary to the Board

ABSENT

Jim Vekasy, David Wigg, Vice Chairman

HISTORIC PRESERVATION DISCUSSION

Bonnie Salem reported there is no update on the website project.

Discussion was held regarding hosting another reception for the owners of inventoried homes next spring.

RESIDENTIAL APPLICATION FOR REVIEW

- **41 Arlington Drive**

The Applicant is requesting design review for a kitchen and first floor remodel to enclose a 30 sf front porch.

The contractor, Todd Jones, was present to discuss the application with the Board.

The porch area will be enclosed to provide more living space. Materials including the door and siding will be reused. A new window will be installed in the kitchen.

John Mitchell moved to accept the application as submitted.

Kathleen Cristman seconded.

All Ayes.

- **29 Kirklees Road**

The Applicant is returning to design review for the addition of a front entry porch.

The homeowner, Timothy Crumb, was present.

The project is a covered porch upgrade. Two choices for columns were presented to the Board for approval (drawing A-1).

The Board preferred the second choice (bottom drawing) with the straight columns. The preference is for the stone to be omitted as to avoid multiple textures on the front elevation.

Dirk Schneider moved to accept the application as submitted with the condition that the construction reflect the bottom drawing on the submitted plans labeled A-1 with the recommendation that the stone be left off the bottom of the columns.

Paul Whitbeck seconded.

All Ayes.

- **105 Mill Road**

The Applicant is requesting design review for the construction of approximately a 400-sf addition off the side of the house.

The homeowners, Christopher and Heather Frank were present.

Mr. Frank presented the Board with updated plans dated December 4, 2022, at the meeting. The new elevation will shift the location of the fireplace and windows in the room. John Mitchell suggested moving the fireplace into the room instead of having a bump out.

Bonnie Salem asked if the windows would match the existing. Mr. Frank indicated that new vinyl windows with divided lites as on the home will be utilized in the renovation.

Bonnie Salem moved to accept the application as submitted in the drawings dated December 4, 2022 and reviewed by the Board on December 8, 2022 and with the condition that the bump out fireplace have a foundation.

Kathleen Cristman seconded.

All Ayes.

- **9 Arrowhead Road**

The Applicant is requesting design review of a 244 sf addition and a 37 sf porch.

The homeowner Michelle Hanson was present.

The Board reviewed the plans for the addition and an enlarged porch. They were in favor of the addition of the brick on the lower level that matches the brick of the working fireplace.

Dirk Schneider moved to approve the application as submitted with the condition that the brick on the chimney match the brick on the front of the home.

Kathleen Cristman seconded.

All Ayes.

RESIDENTIAL APPLICATION FOR REVIEW - NEW

- **61 & 63 Skylight Trail**

The Applicant is requesting design review for the proposed construction of a new town home dwelling. The proposed building will consist of 2 attached single family dwellings sharing a common wall. 61 Skylight Trail will be approximately 2014 sq. ft. and 63 Skylight Trail will be 2001 sf. The town homes will be located in the new Alpine Ridge development.

Bill Arieno of Morrell Builders was present.

The Board reviewed the colors of the new proposed townhomes but otherwise had not other questions.

The drawing reflected stone on the water table however the development plan did not. The Board prefers that the original plan be upheld and the stone as depicted on the submitted plans not be installed for the front elevation of lot 22.

Kathleen Cristman moved to accept the plans as submitted with the condition of the removal of the stone water table on the front elevation.

Dirk Schneider seconded.

All Ayes.

COMMERCIAL APPLICATION FOR REVIEW

- **3349 Monroe Avenue – The Paper Store**

The Applicant is requesting design review for the addition of a business identification sign. The building sign will be approximately 106.25 sf. The sign meet zoning and will identify the business "Gifts & More at the Paper Store".

Pat English, Head of Construction for The Paper Store, was present.

New drawings were submitted to the Board for the signage for the store front.

The signage will now read "The Paper Store" and will feature decorative scones above the lettering. The lettering will be back lit and illumination will be on a timer in accordance with the plaza sign code.

John Mitchell moved to accept the application as submitted in the new drawings reviewed on December 8, 2022.

Dirk Schneider seconded.

All Ayes.

CERTIFICATE OF APPROPRIATENESS – RETURNING

- **465 Marsh Road**

The Applicant is returning for a Certificate of Appropriateness, pursuant to Code Section 185-196, for renovations as well as demolition and rebuild of side structure. This property is zoned (RN) Residential Neighborhood and is designated historic.

The public hearing is still open.

The property owner, Robert Marshall was present.

Mr. Marshall reviewed his revised plans which call for the attached shed that is not original to the property to be removed and the proposed side addition be abandoned and a door with a transom window above installed. The original front door has been recovered and will be refurbished and a second door for the side elevation will be built to replicate the front door. Color samples for the exterior, trim and door were presented. Material samples of proposed gutters and downspouts were also presented and reviewed. A simplified site plan depicting the location of the refurbished stoop, sidewalk to the front door and driveway were presented.

There was no public comment.

Dirk Schneider moved to close the public hearing.

Bonnie Salem seconded.

All Ayes.

A resolution to grant a Certificate of Appropriateness was moved by Board member Dirk Schneider, seconded by Board member Kathleen Cristman, and was voted upon by members of the Board as follows:

Bonnie Salem	Aye
Paul Whitbeck	Aye
Kathleen Cristman	Aye
John Mitchell	Aye
Jim Vekasy	Absent
David Wigg	Absent
Dirk Schneider	Aye

The resolution was made subject to the following condition:

1. All work is to be completed by December 31, 2023.

REVIEW OF MINUTES OF NOVEMBER 10, 2022, MEETING

Paul Whitbeck moved to accept the minutes of the November 10, 2022 meeting as written.

John Mitchell seconded.

All Ayes.

ADJOURNMENT

Dirk Schneider moved to close the meeting at 7:40 pm.

All Ayes.

Respectfully submitted,

Susan Donnelly
Secretary to the Design Review and Historic Preservation Board