

**Minutes of the Regular Meeting of the  
Development Review Board  
Held February 2, 2022 at 10 AM**

**Members Present:** Chair Craig Powers, Vice Chair Thomas Deck, Donald Brodie, Renee Waller, Dana McCloskey, Gordon McClellan

**Member(s) Absent:** Jack Morris

**Others Present:** Mary Jo Gourd, Bob Escher, Frank Parent, Todd Benner, Claudia Dole, Sarah Dole, Orland Campbell - Zoning Administrator

The meeting was held both in person at the Villages Office and via zoom

Chairman Powers called the meeting to order at 10:03 A.M.

**Minutes:**

Approve the draft minutes of the October 6, 2021 Meeting

On a motion by Deck, seconded by Waller, the Development Review Board voted unanimously to approve the minutes of the October 6th meeting.

**Applications:**

**22-01** Mary Jo Gourd as Agent for Scott and Stephanie Rostand, 190 West Union Street  
Alteration to an existing building

Ms. Gourd present photographs of the existing building - a garage structure - and provided detailed drawings of the exterior and interior changes that were proposed. Two windows were to be added to the West side, the garage door was to be replaced by a sliding glass door, the current door on the South was to be replaced and moved slightly to the West and two windows on the East side were to be replaced with shorter windows to allow a counter to be placed underneath them on the inside. There will be other changes in the structure and no change in color. All windows would be Marvin with simulated divided lights. Waller indicated that she was not a proponent of simulated divided lights but would accept them in this case. Powers reported that the Design Advisory Committee had approved all proposed changes.

On a motion by Brodie, seconded by McCloskey the application was unanimously approved.

**22-02** Bob Escher and Frank Parent as Agents for Ekwanok Country Club for property located at 2892 River Road - Interior alterations and addition of small rear porch to an existing building.

Escher began by indicating that the house that was the subject of the application was a "Sears and Roebuck" house constructed sometime in the late twenties or early thirties which the Club had used as an employee residence. The current proposal is to do extensive interior renovations, repair all windows, the front steps, the porch, and to remove the existing rear (East) concrete entry steps, replacing them with a new wooden entry porch, replacing the concrete steps with wood stairs and replacing the first floor East's three windows and single door. The windows and door would all be moved slightly and the replacement windows would be similar to those currently in place. Outdoor lighting would not be changed Escher also noted that, in the future there were plans to renovate the garage located on site and change it to apartments for Club employees, this would require septic and sewer alteration which Parent was prepared to address. Campbell noted that, while the septic plans were included, they were not part of this application and that they, together with whatever plans the Club might have for the garage would require a separate application in the future. Brodie asked whether the proposed sewer would link up to the Town sewer system and where the connection would be. Parent responded that it would be connected to the Town sewer and that the connections would be near the junction of River Road and Main Street. The Chair then indicated that the Design Advisory Committee had approved of the proposed changes.

The Board had no further question and, on a motion by Waller, seconded by McCloskey the Development Review Board approved the application unanimously.

22-03 Todd Benner Agent for Claudia Dole - Catbird Studio - 4181 Main Street  
Addition, Alteration, New Fencing

Benner indicated that this application dealt with extensive interior and exterior renovations to the existing building and the parking for and access to that building. The access and parking would be changed by removing the current entrance the steps leading to it. The proposed new entry to the store would be on the East off a newly created patio including an entry porch with a standing seam roof. The newly created patio and entry would be accessed by a handicapped ramp and steps located on the East of the parking area. The current East facing bay window would become the entry door and display windows, while the old entry way on the north would become a box bay display window. The roof on East facing part of the building would adjusted so that both the North and South side slopes would be the same. On the South side of the existing building, fitting into an existing open space would be added a roughly 18' by 12' greenhouse. The greenhouse would be single story, have 4 skylights, an exterior stone foundation and would not change the existing property set back. Second story windows facing South would be moved and adjusted to compensate for the change in roof slope in the easternmost section of the building. There would be no change in exterior colors and if any additional lighting were to be added it would be installed in the porch roof to illuminate the porch area only. Brodie commented that the village bylaws limited skylights to areas where they could not be seen from the roads. Photographs of the existing site taken from the South were looked at and it was generally agreed that, in this case, the skylights would not present a problem. Deck asked about additional exterior lights and was informed that, other than a porch light installed in the ceiling of the porch shining directly down and small lights to illuminate the steps up to the patio there would

be no additional lighting. It was also noted that the current sign illumination was on timers and was not on all night. Waller and McCloskey asked about the garden area and were told that basically it would be maintained as it currently was with some adjustment for the ramp and noting that any stone wall adjustment would utilize existing stone from the current entry way.

Chairman Powers indicated that the Design Advisory Committee supported the application, giving 1s to all applicable criteria.

Following a brief discussion Waller moved approval, Brodie seconded, and the Development Review Board approved the motion unanimously.