

Town of Westminster Historic Review Board Meeting

Tuesday, June 2, 2015

Present: Barb Boulton – Chair, Peter Terrell - Clerk, Matt Sargent – Vice Chair

Others Present: Russell Hodgkins (Town Manager/ Zoning Admin.), and
Jonathan Whitman

1. **Call to Order:** The meeting was called to order by Barb Boulton at 7:02 p.m. in the Westminster Town Hall.
2. **Adjustments to Agenda:** The Town Manager requested that items 5 and 6 be switched for the convenience of Mr. Whitman and his testimony for his application.
3. **Acceptance of Minutes:** Matt Sargent made the motion to accept the minutes as printed. Peter Terrell seconded. The motion passed to accept the minutes as printed.
4. **Communications and Public Comments:** None
6. **New Business (Discussion/ Action):**
 2. **Jonathan Whitman – various changes to his house.**

Mr. Whitman presented his many changes to his home that he is thinking about and placed an application for all of the changes at once. He explained about the removal of the dead tree to the north of his home and how it's a danger to his cars and home if it fell. He explained the proposed additions (post & beam) additions to his already constructed shed. He went on to explain the exterior staircase and balcony to the second floor bedroom which he wants to convert to an office. He showed the Board a drawing of the approximate location of an inflatable pool that he would like to have. He went with a fire pit location that he is planning. And lastly, he explained the car port off the garage side of his home. The Board responded with particular questions about most of his requests and the Chair closed the application at approximately 7:25 PM.
 1. **Janice Wojcik – Replacement of windows and door to existing home.**

Ms. Wojcik called earlier in the day and said she became ill. She asked the Town Manager to present her application to the Board. Russell Hodgkins explained that the windows were carefully chosen to match the existing historic integrity of the home and that the door was also given a lot of thought before choosing to match the rest of the décor. He presented the pictures of the chosen windows and door to the Board. The Board had no further questions and the Chair declared the application closed at approximately 7:45 PM.
 3. **Seth Holton – Holton Farm - New Fence**

The Town Manager explained to the Board that he received a complaint about the fence Mr. Holton was constructing next to her home (Pauline Wilson) on Rt. 5 in the "Historic Village". Upon a visit to the site, Mr. Holton explained his situation and why he was doing this project. He told the Town Manager that it was a two purpose fence. The back paddock needed a new fence as the old one was falling over and the front portion was going to be a privacy fence because the neighbor (Ms. Wilson) was invading their privacy when they were entertaining or just enjoying their yard. The Manager went on to explain that he told Mr. Holton to stop with the front portion of this project because it needed a permit. The back portion, as long as it's on his property, is OK to finish because it's an agricultural fence and just needs a NOI permit from him. That permit is being issued soon. The Board needs to figure out if the privacy fence is acceptable for this Village. A few questions were asked and the Chair declared the application closed at approximately 8:10 PM.
5. **Unfinished Business (Discussion/Action):**
 - a.) Potential Violations
 1. **Pauline Wilson – Complaint about front decorations in her yard.**

The Manager explained that Seth Holton expressed a formal complaint about the Wilsons non-historic decorations in their front yard.

2. Cynthia Fine – Stone wall construction without a permit.

The Manger explained that he talked with Cynthia that day and she said she was working on it. He warned that it was needed soon.

7. Other Business:

The Manger asked if these meetings could be held a little earlier, such as 6:30 PM. All agreed that would be fine.

8. Date of Next Meeting: When needed.

Barb brought the Board into deliberative session at 8:25 PM.

The Board came out of deliberative session at 8:50 PM with the following recommendations.

- Whitman
 1. Dead Tree – all set to remove, but will insist the stump needs to be removed also.
 2. Shed Additions – OK to proceed but will need to screen from Route 5 with mature plantings.
 3. Stairs & Balcony – Deny. Seen from Route 5 and will not be historically proper. The reason for the staircase is also in question with a “home business” in the Village.
 4. Car Port – Deny. The State of Vermont will need to sign off on the septic system redesigns and at this time nothing has been approved for such a huge process.
 5. Inflatable Pool and Fire Pit – OK to construct with screening but, major concerns about the use of the fire pit interfering with the neighbors and their rights.
- Wojcik
 1. The Board felt that the Applicant did what she could to keep the “Historic” integrity of the replacements.
- Holton
 1. The Board has asked the Applicant for the design of the fence to be submitted before they make a decision on its “Historic” value.
- Wilson
 1. The Board decided to write a letter to the Wilsons in regards to the seasonal decorations that she displays on her front lawn in the “Historic Village”.
- Fine
 1. No action at this point is required.

9. Adjournment: Barb moved and Peter seconded to adjourn the meeting at 8:58 p.m.

Clerk Signature

Minutes prepared by Russell Hodgkins (Twn Mgr.) (4/15/15)