

**TOWN OF THETFORD
DEVELOPMENT REVIEW BOARD**

**MEETING MINUTES
10/14/2014**

Members Present:

Bill Bridge	Sherry Crossley	Don Longwell	Sean Mullen (chair)	Tim Taylor (vice-chair)	Mary Ellen Parkman (ZA)
X	absent	X	absent	X	X

Recorder: Mary Ellen Parkman

Attendees: Rebecca Lafave, Art Lafave, James Fowle

Tim Taylor called the meeting to order at 7:15 and moved directly to agenda Item #1.

Agenda Item #1: Warned Hearing on Application (Permit #4037) for Conditional Use with Site Plan Review, by Rebecca Lafave to replace an unused door with a window to match the other 3 windows on that wall. This property is located in the Village Residential District, with Historic Preservation Overlay at 102 Academy Road, Thetford, VT 05074

Mr. Taylor asked the applicant to describe their proposal. Ms. Lafave explained that she had a door on the side of her house that was rotten and had only been used maybe once in the past 20 years for a special event. She would like to replace the door with a window to match the other windows on that side of the house.

The window would match the window above the existing door in character, size, color, trim and light configuration and would have a single dark green shutter (not black like noted in the HPC Report).

Mr. Taylor reviewed the report from the HPC and their recommendations which also included a requirement for the clapboards to match the existing. Ms. Lafave indicated that that was her intent and that she had no objections to the recommendations made by the HPC.

Mr. Bridge made the motion to approve the application by Rebecca Lafave with the following conditions:

1. The new window shall have an exterior window stool and casings which would be flat stock with a matching backband.
2. The new window shall have a single dark green shutter, similar to the window above.
3. The new clapboards below the window shall match the existing in terms of reveal and shall be woven, not butt joined.

The vote carried unanimously.

Bill Bridge	Sherry Crossley	Don Longwell	Sean Mullen (chair)	Tim Taylor (vice-chair)
X	absent	X	absent	absent

Mr. Taylor adjourned the meeting at 7:40 pm.

Respectfully submitted,
Mary Ellen Parkman

Approved on the ____ day of _____, 2014.

Tim Taylor, Vice-Chair