

PUBLIC MEETING AGENDA

VILLAGE OF WOODSTOCK, VERMONT

31 The Green
Woodstock, VT 05091
(802) 457-7515

VILLAGE DEVELOPMENT REVIEW BOARD

Wednesday, July 9, 2025, at 5:30 PM

The Meeting will be held in person and via Zoom [CLICK HERE TO JOIN](#).
The login information is at the bottom of this agenda.

I. CALL TO ORDER: 5:30 PM

II. PUBLIC HEARINGS

A. V-0038-25 – Eva Douzinas

Location: 69 Pleasant Street

Parcel ID: 21.53.12

Proposed Development: To install two signs and lights. One 12.5 sq ft sign affixed to the north elevation with one light and one 20 sq ft sign freestanding on road frontage with one light on each side.

B. V-0040-25 – John & Nancy Schullinger

Location: 22 Mountain Ave

Parcel ID: 23.51.20

Proposed Development: To turn three doghouse dormers to one dormer with three windows, replace right rear window with an 8" longer window, replace chimney cap with a copper chimney cap, and replace sunroom windows with 12" longer windows.

III. APPROVAL OF MINUTES – 06/11/2025

IV. OTHER BUSINESS

V. ADJOURNMENT

This is a hybrid meeting, both in-person and on Zoom.

<https://us02web.zoom.us/j/88648851165?pwd=SzJPWHJDTINDK2ZVNXBvdVArDytodz09>

Meeting ID: 886 4885 1165

Passcode: 345452

Woodstock Planning & Zoning Application

All applicants must be the owner, the owner's attorney, or authorized agent of property described herein. A person holding a binding agreement to purchase property may sign application by providing written proof of such agreement. If an agent or attorney will represent or speak on owner's behalf, owner must complete the agent portion of this application.

Applicant: Eva Donzinas Phone: 617-717-8408 Email: eva@donzinas.com
Address: 69 Pleasant Street City/Town: Woodstock State: VT Zip Code: 05091
Co-Applicant: _____ Phone: _____ Email: _____
Address: _____ City/Town: _____ State: _____ Zip Code: _____
Signature(s): _____

*What is the best way to contact you? Phone or Email Email
*What address would you like your Notice of Hearing/Permit mailed to? 3 North Street Woodstock, VT 05091

Agent Authorization

(a representative speaking on behalf of the owner/applicant)

Eva Donzinas owner of property located at 69 Pleasant St. Woodstock, Vermont, hereby designate as my agent.
Name of Agent: Ben & April Pauly Phone: 802-356-1370 Email: FarmerandthebellVT@gmail.com
Address: 3 North Street City/Town: Woodstock State: VT Zip Code: 05091
Agent may be accepted as though made by me personally, and I understand that I may be bound by an official decision made based upon such representation
Signature: Eva Donzinas

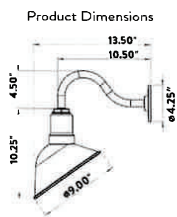
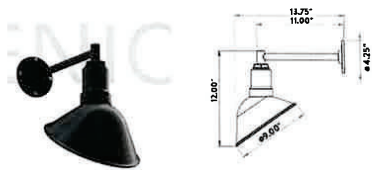
Parcel ID Number(s): 2153.10 Address: 69 Pleasant St. Zoning District: CLT Overlay District: Design Review
Proposal of project: Install 2 signs & lights. A 12.5 ft' sign affixed to the North/street building elevation with 1 light and a 20 ft' freestanding sign along the road frontage of Pleasant Street (with a light on each side).

----- Planning & Zoning Office Only -----

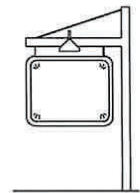
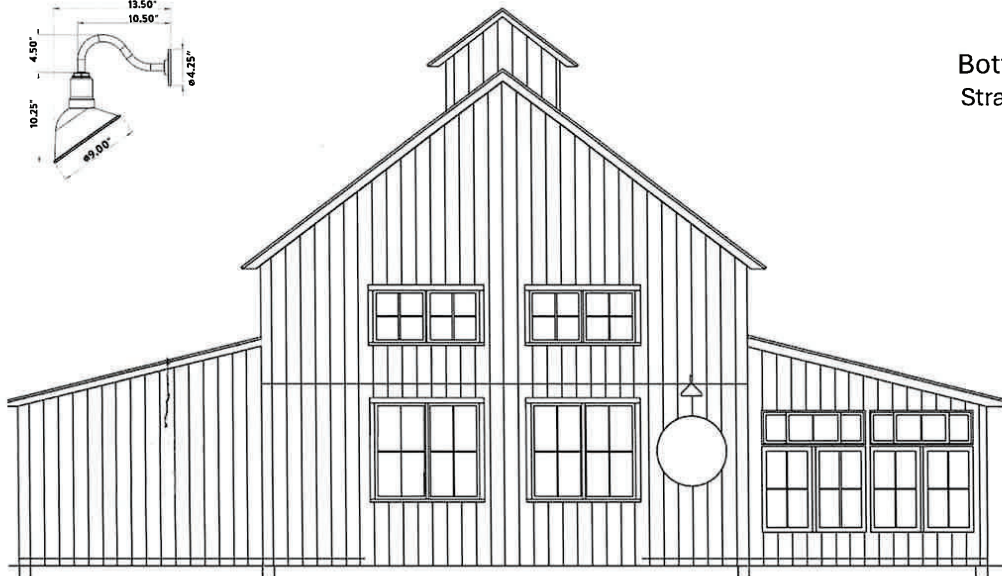
Village Design Review Hearing Date: 6/18/25 Village Development Review Hearing Date: 6/25/25
Town Development Review Hearing Date: _____ South Woodstock Review Hearing Date: _____
Planning Commission Hearing Date: _____ Conservation Commission Hearing Date: _____ Administrative: _____
Date Recvd: 5/27/25 Date Complete: _____ By: RL Application #: V-0038-25
Review Fee: \$375 Itemized Fee: \$205 Recording Fee: \$15 Total Fee: \$595
Paid: cash _____ check ✓ MuniPay: _____ Payment Date: 5/27/25

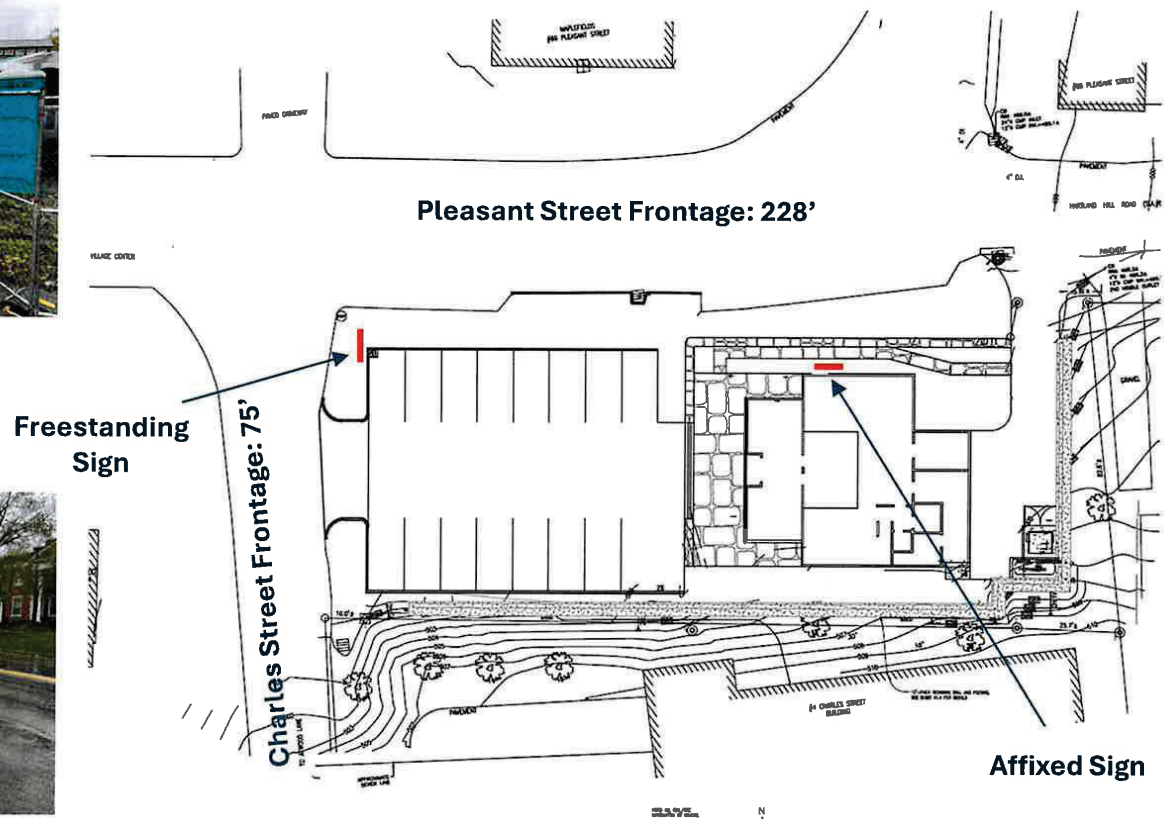


Affixed Building Sign
 4' Diameter, 12.5 ft²
 Bottom @ 4'6", & Top @ 8'6"
 Goose neck light above



Freestanding Sign
 4' x 5', 20 ft²
 Bottom @ 3'8", & Top @ 7'8"
 Straight neck light on each side





Woodstock Planning & Zoning Application

All applicants must be the owner, the owner's attorney, or authorized agent of property described herein. A person holding a binding agreement to purchase property may sign application by providing written proof of such agreement. If an agent or attorney will represent or speak on owner's behalf, owner must complete the agent portion of this application.

Applicant: John & Nancy Schullinger Phone: (503) 880-6676 (c) Email: Schullinger.krause@gmail.com

Address: PO BOX 255 462 City/Town: Woodstock State: VT Zip Code: 05091

Co-Applicant: _____ Phone: _____ Email: _____

Address: _____ City/Town: _____ State: _____ Zip Code: _____

Signature(s): John & Nancy Schullinger, Executors, Fiduciary

*What is the best way to contact you? Phone or Email Phone or email is best.

*What address would you like your Notice of Hearing/Permit mailed to? PO Box 462

Agent Authorization

(a representative speaking on behalf of the owner/applicant)

John & Nancy Schullinger, owner owner of property located at 22 Mountain Ave Woodstock, Vermont, hereby designate as my agent.

Name of Agent: Gary Moore Phone: 646-361-3597 Email: gary@angelamoore.com

Address: 50 MAIN ST. City/Town: WPT State: VT Zip Code: 05001

Agent may be accepted as though made by me personally, and I understand that I may be bound by an official decision made based upon such representation

Signature: _____

Parcel ID Number(s): 23.51.20 Address: 22 Mountain Ave Zoning District: R1 Overlay District: DR

1. MODIFY THREE DOGHOUSE DORMERS TO ONE DORMER WITH 3 WINDOWS.
2. REPLACE RIGHT REAR WINDOW WITH A WINDOW LONGER IN HEIGHT (APPROX 8").
3. REMOVE AND REPLACE CHIMNEY CAP WITH A COPPER CHIMNEY CAP.
4. REPLACE SUNROOM WINDOWS WITH LONGER ENERGY EFFICIENT WINDOWS (APPROX 12" LONGER).

Planning & Zoning Office Only

Village Design Review Hearing Date: 7/2 Village Development Review Hearing Date: 7/9

Town Development Review Hearing Date: _____ South Woodstock Review Hearing Date: _____

Planning Commission Hearing Date: _____ Conservation Commission Hearing Date: _____ Administrative: _____

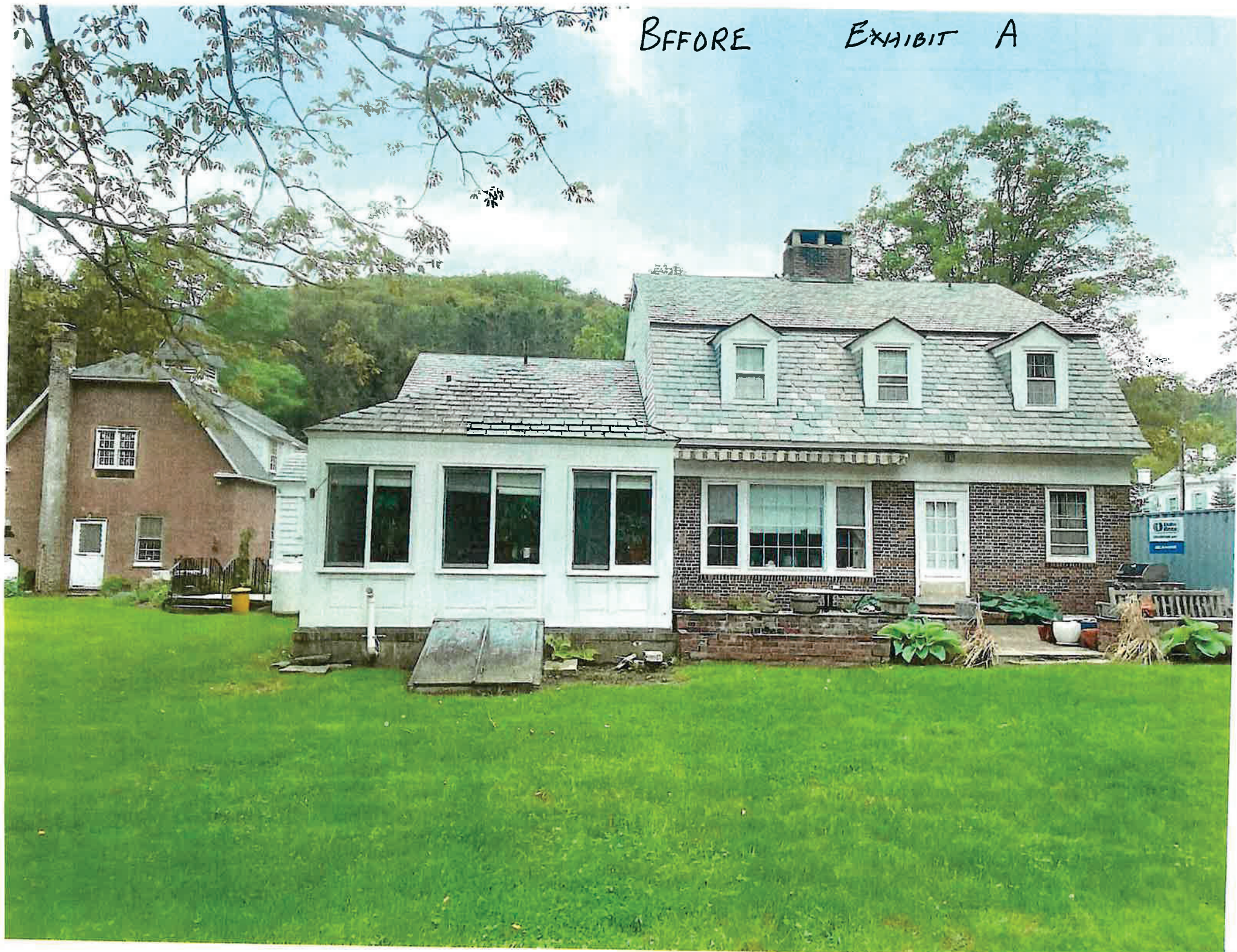
Date Recvd: 6/13 Date Complete: 6/24 By: EL Application #: V-0040-25

Review Fee: \$375 Itemized Fee: _____ Recording Fee: \$15 Total Fee: _____

Payment: cash _____ check _____ MuniPay: _____ Payment Date: _____

BEFORE

EXHIBIT A



AFTER EXHIBIT B



MEETING MINUTES
VILLAGE OF WOODSTOCK, VERMONT
PLANNING & ZONING DEPARTMENT
31 The Green
Woodstock, VT 05091

VILLAGE DEVELOPMENT REVIEW BOARD

The Village Development Review Board held a public meeting on June 11th, 2025, at 5:30pm to conduct the following business:

Members Present: Randy Mayhew, MaryAnne Flynn, and Wendy Spector
Public Present: Greta Calabrese, Edris Watson, Sudie Watson, Scott Smith, Eliza Laffin, Mike Purvis, William Ladd, and Doug Sonsalla
Staff Present: Stephanie Appelfeller and Emily Collins

Call to Order:

Randy Mayhew called the meeting to order at 5:30 PM.

Public Hearings:

- A. V-0036-25 – Rachel Weber**
Location: 1 Moore Place
Parcel ID: 20.52.03
Review: Design Review
Proposed Development: To install a heat pump, condenser units, and line-hide piping on the south and east facing facades.

Greta Calabrese, representing Rachel Weber through Ellaway Property Services, presented the application for 1 Moore Place. The proposed development involved installing a heat pump, condenser units, and line-hide piping on south and east facing facades. Greta Calabrese explained that the project aimed to efficiently heat and cool the older home located next to Billings Farm. The plan included two outdoor compressors to power six indoor units and line hide, a plastic cover similar to a rain gutter, to conceal intake and condensation pipes.

Greta Calabrese emphasized that none of the installations would be visible from Old River Road or Moore Place. The only visible part would be at the homeowner's driveway entrance on the east side. The compressors would be installed in a corner of the house hidden by a tree, making them barely visible even from the river. Greta Calabrese addressed concerns from the Village Design Advisory Committee about aligning the line hide with a gutter on the south side. She explained that the 3-inch-wide line hide couldn't be moved due to the unit's placement and moving it would result in an awkward 90-degree turn across the home. Greta Calabrese also

assured the board that all line hide would be painted to match the home's exterior, which was scheduled for repainting this summer.

Wendy Spector motioned to close testimony.

MaryAnne Flynn seconded the motion.

VOTE. 3-0. Approved.

MaryAnne Flynn motioned to approve the application as presented.

Wendy Spector seconded the motion.

VOTE. 3-0. Approved.

B. V-0031-25 – Amos & Ginger LLC

Location: 33 Central Street

Parcel ID: 23.56.08

Review: Design Review

Proposed Development: To bury a propane tank, relocate electric panel and meters, build a raised granite island with bollards, install a wooden trash enclosure fence, and construct an accessible ramp.

Doug Sonsalla presented the application for 33 Central Street. The proposed development includes burying a propane tank, relocating electric panel and meters, building a raised granite island with bollards, installing a wooden trash enclosure fence, and constructing an accessible ramp. Doug Sonsalla explained that they received a permit from the state fire marshal's office to place a restaurant on the first floor and a retail space in the basement and detailed the need for propane due to the Village's lack of three-phase electricity, making an electrical system financially unfeasible. The primary elements of the proposed development are necessary improvements to come into compliance with state building and fire safety code.

The propane tank location was adjusted to maintain a 10-foot setback from a water main line. The plan included four bollards to protect the tank, with a curved island and landscape top to soften its appearance. Doug Sonsalla described the accessible ramp, which would be split between the exterior and interior due to space constraints. The Village Design Advisory Committee (VDAC) recommendations were shared, including moving trash bins, covering vent pipes, and considering future shared trash facilities for the area. A site visit was conducted earlier that day with the VDAC, applicant, and abutters.

Doug Sonsalla addressed concerns about the ramp's materials, mentioning the use of pressure-treated wood with a 20-to-30-year lifespan, metal balusters, and traction control devices. Discussion ensued about trash container placement and screening, with Doug Sonsalla noting they were willing to work with neighbors to address visual impact concerns. Mike Purvis, the project architect, provided other updates from the recent site visit, including potential adjustments to the ramp placement and trash enclosure location to accommodate abutters' concerns. The board discussed the easement from the village for the propane tank location, for which Eliza Laffin pays an annual fee. There was consensus that this area of the Village should be considered with the possibility of it being converted into a courtyard space.

Edris Watson, an abutter, was present to share that she had concerns related to traffic and building access but would be content if the access to her building was not compromised.

Wendy Spector motioned to close testimony.

MaryAnne Flynn seconded the motion.

VOTE. 3-0. Approved.

MaryAnne Flynn motioned to approve the application as presented with moving the agreed upon equipment over by 6 inches.

Wendy Spector seconded the motion.

VOTE. 3-0. Approved.

Approval of Minutes - 05/14/25 and 05/28/25

MaryAnne Flynn motioned to approve the May 14 minutes as presented.

Randy Mayhew seconded the motion.

VOTE. 3-0. Approved.

Wendy Spector motioned to approve the May 28 minutes with the amendments to eliminate the word "overall" and to add "at any point" to the sentence about fence height on the Heinings' permit.

Randy Mayhew seconded the motion.

VOTE. 3-0. Approved

Other Business:

The Board discussed the merits of closed deliberations, even for applications that are not contentious.

The Village Conservancy's plans for enhancing the American Legion Parklet were discussed, including the installation of a bench and plantings. It was determined that such benches did not require permits as they were not considered structures in the same way as gazebos or fences.

Randy Mayhew inquired about the Planning Commission's process of reviewing and revising the Village zoning bylaws. It was confirmed that the planning commission meets on the first Wednesday of every month, and board members were encouraged to attend these meetings to provide input.

MaryAnne Flynn motioned to adjourn the meeting.

Wendy Spector seconded the motion.

VOTE. 3-0. Approved.

The meeting adjourned at 6:10 PM