

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