

MEETING MINUTES
MUNICIPALITY OF WOODSTOCK, VERMONT
WOODSTOCK PLANNING COMMISSION
31 The Green
Woodstock, VT 05091

The Woodstock Planning Commission held a public meeting at 6:00pm on Wednesday, March 5th, 2025, to discuss the following:

Members present: Ben Pauly (Chair), Matt Driscoll, Alex Mulley, Sarah Glasser Tucker, Mary Margaret Sloan, Brad Lawrence, and Meghan Landis.

Public present: Harry Falconer and Bryan Kovalick

Staff present: Stephanie Appelfeller, Mike Tuller, Molly Maxham, and Emily Collins

Administrative Tasks

1. **Call to Order** – Matt Driscoll called the meeting to order at 6:00pm. No adjustments were made to the agenda.

2. **Minutes:**

Ben Pauly motioned to approve 02/05/25 minutes as printed.

Brad Lawrence seconded.

Vote. 7-0. Approved.

3. **Public Comment: None**

4. **Municipal Planning Grant Vote:**

Harry Falconer explains that the Municipal Planning Grant (MPG) application is not complete, but it will be before the due date of March 31st. The board needs to vote on whether Ben Pauly should sign the application on behalf of the Planning Commission. Harry Falconer states that the MPG application will allow the alignment of the zoning bylaws with future land use mapping, and merge regulations for the Town and Village. Sarah Glasser Tucker requests that Harry Falconer share the application with the Planning Commission when completed, Ben Pauly agrees. The commission discusses the projects that could be pursued using the MPG.

Ben Pauly motioned to approve the signing and submittal of the application.

Matt Driscoll seconded.

Vote. 7-0. Approved.

5. **Continuation of Bylaw Analysis and Revision Recommendations:**

Harry Falconer walks through the bylaw redlines he has prepared, starting with changes to articles #1-3 since the last meeting. The changes include: amending the jurisdictional gaps in agriculture and forestry regulations, amending the loophole in bed and breakfast regulations,

including demolition in the definition of development and looking into including specific standards, and amending sign regulations to comply with a Supreme Court ruling.

Harry Falconer asked Molly Maxham to present the 3D model that she made showing the sizes of lots in four different districts and their setbacks to examine density and minimum lot area. Matt Driscoll notes that several of the districts look very similar. Molly Maxham explains that Residential Medium Density and Residential High Density have the same minimum lot size and setbacks. The Planning Commission discusses the density of lots with multiple dwelling units, and subdivision regulations. Laura Powell mentions that setbacks vary greatly across the village. The Planning Commission discusses the issue of spot zoning in Residential/Office, and Inn districts. The Planning Commission discusses the idea of maximum setbacks in Central Commercial to encourage businesses to be accessible to pedestrians and place parking behind buildings.

Harry Falconer begins discussion on overlay districts, specifically conservation and potential changes to steep slopes. Harry Falconer notes that it is safe to build on steep slopes with proper engineering, and that it can be done in conjunction with proper erosion control measures. Mary Margaret Sloan notes that someone could build a driveway in a flat area and still have their house on steep slopes. The Planning Commission also discusses Flood Hazard areas and changing requirements so that buildings must be two feet above base flood elevation instead of just one foot. Harry Falconer shares a slideshow on the Village Design Review Report from 1981 that established the Village Design Advisory Committee. It states that design review is advisory and applicants can only meet with them on a voluntary basis. Design review boards can be appointed to advise an appropriate municipal panel, such as the Village Development Review Board.

Matt Driscoll motioned to adjourn.

Meghan Landis seconded.

Vote. 7-0. Approved.

Planning Updates

No other business was heard. Harry Falconer will continue to work on the bylaw revisions. Harry Falconer will share the municipal planning grant application with the Planning Commission when completed.

The meeting was adjourned at 7:52pm.