

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,
February 4th, 2026, to discuss the following:

Members present: Sarah Glasser Tucker (Chair), Megan Landis, Benjamin Pauly, Alex Mulley and Laura Powell (ex officio).

Public present: Wendy Marrinan, Lisa Lawlor, Bryan Kovalick and Harry Falconer.

Staff present: Molly Maxham, Emily Collins, and Stephanie Appelfeller.

Administrative Tasks

1. Call to Order – Sarah Glasser Tucker called the meeting to order at 6:02 PM
2. Adjustments to Agenda – None.
3. Approve Minutes – 1/12/26

*Motion to approve minutes as written by Megan Landis, seconded by Benjamin Pauly.
Vote. 4-0. Approved.*

Business

1. Public Comment:

There was no public comment at this meeting.

2. Discussion regarding the possibility of modifying section 508 in the Town Bylaws.

Molly Maxham explained potential changes to the density regulations to expand affordable, multi-family housing in Woodstock. The current regulations require that the minimum lot area be multiplied by the number of units to determine allowable density. Molly Maxham suggested that after the first two units, that 1/6 of the minimum lot area is required for each additional unit.

Benjamin Pauly and Megan Landis both expressed concerns. Benjamin Pauly questioned how planned unit developments would be affected, and if changing the density regulations would be the right decision. Megan Landis questioned about lack of restrictions and the purpose of zoning districts, such as R5.

3. Continuation of Village bylaw analysis and revisions with Harry Falconer.

Updates from Harry Falconer

Harry Falconer explained that all requested changes have been incorporated into the new regulation draft. The new draft includes a use schedule and dimension requirement summary table. Harry Falconer suggests that the board should clarify whether explicitly listed uses are prohibited or conditional use. The board agrees that uses should be conditional if not listed or explicitly prohibited.

Harry Falconer also suggested having one minimum lot size and density requirement in all districts, like what is listed in the Commercial Light District section. The Conservation Overlay district section has new criteria that states that review is done by the Design Review Board.

Letter from Woodstock Village Board of Trustees

Sarah Glasser Tucker read a letter from the Board of Trustees that offered a recommendation regarding the future of design review within the development review process considering the dissolution of the Village Design Advisory Committee (VDAC). The Board of Trustees recommends that the regulations are amended to require that two out of five members of the Village Development Review Board (VDRB) have professional experience in architecture or historic preservation.

The board discussed whether they would take this recommendation into consideration. This would not be a merging of the boards but rather the creation of new criteria for new VDRB members. Stephanie Appelfeller sought legal advice on this matter and suggests that the potential criteria should not be a requirement. Benjamin Pauly expressed doubts about this recommendation and feels as if this could create more confusion but does see the potential benefits. Laura Powell explained that this recommendation would serve to streamline the current design review process.

Section 405: Design Review Overlay District

Harry Falconer explained changes to the VDAC and VDRB sections in the draft to show the current process to the board. The board aimed to make these sections as explicit as possible. The draft now has a "Expedited Review" section that would allow applicants to request an expedited Design Review from the Administrative Officers. Megan Landis expressed concern about allowing exterior changes to buildings with historic character and other criteria listed in this section.

The board agreed to make the expedited review criteria explicit in its requirements and discussed that material requirements were too restrictive. The board also noted the term "Character Defining" and decided that a definition should be added.

The board discussed the difference between historic preservation criteria and design review. Sarah Glasser Tucker noted an error in Section 404, Scenic Ridgeline Overlay District, which will be corrected in the next draft.

Action Items:

Molly Maxham will draft Town & Village density language for the next Planning Commission meeting.

The next meeting is set to take place on March 4, 2026, at 6 PM.

Other Business:

The meeting was adjourned at 8:02 PM.