

PUBLIC MEETING AGENDA

VILLAGE OF WOODSTOCK, VERMONT

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

VILLAGE DESIGN ADVISORY COMMITTEE

Wednesday, September 3rd, 2025, at 4:00 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: 4:00 PM

II. PUBLIC HEARINGS

A. V-0013-26 – Scott Smith

Location: 37 Central Street

Parcel ID: 20.52.41

Review Type: Design Review

Proposed Development: Install awnings on the front and side of the building, replace two windows on side, install heat pumps on the back of the building and run the heat pumps along the side, and remove two windows and install new door on the back.

B. V-0014-26 – Woodstock Resort Corp

Location: 4, 6, 10 Court Street

Parcel ID: 23.56.27

Review Type: Design Review

Proposed Development: Remove storm windows, replace wood single pane double hung windows with double pane aluminum clad with 2 over 2 simulated divided lights.

C. V-0015-26 – Woodstock Resort Corp

Location: 14 and 16 South Street

Parcel ID: 23.56.26/37

Review Type: Design Review

Proposed Development: Demolish two homes and convert to green space.

III. APPROVAL OF VDAC MINUTES – 09/03/25

IV. OTHER BUSINESS

V. ADJOURNMENT

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

<https://us02web.zoom.us/j/88648851165?pwd=SzJPWHJDTlNDK2ZVNXBydVArdytodz09>

Meeting ID: 886 4885 1165

Passcode: 345452



Woodstock, Vermont

The Shire Town of Windsor County

TOWN-VILLAGE MANAGER GOVERNMENT

Town Hall • P.O. Box 488 • Woodstock, Vermont 05091 • 802/457-3456

Planning & Zoning Application

Date: 08/14/2025

Applicant / Co-Applicant

Applicant Name: Scott Smith
Address: 4620 Cloudland Rd
City, State, Zip: Woodstock
Phone: 802-356-3110
Email: scott@37central.com

Co-Applicant: Kimberly Smith
Address: 4620 Cloudland Rd
City, State, Zip: Woodstock
Phone: 802-356-0668
Email: kim@37central.com

Agent

Authorized Agent:
Address:
City, State, Zip:

Phone:
Email:

Details

Contact Method: Email
Mail To: 37 Central Street, Woodstock
VT
Parcel ID: 20.52.41.000
Site Address: 20 Central St.

Zoning: CC
Overlay: DR
Project Cost: 40000.00
Habitable: 700.00
Non-Habitable: 4900.00

Project Description: Install awnings on the front side and Post Office side of the building. Replace a window that is boarded up and a window next to it that is in disrepair. Install Heat pumps on the back of the building and run the heat pumps on the Post Office side of the building. Remove two windows on the back side of the building and and put a new door on the right side of back of building

I do hereby certify that the information contained herein is true and correct.

Kimberly Smith
Name

08/14/2025
Date

Morgan Block (20 Central)
Fron side with Awning





Morgan Block (20 Central)
Post Office Side

NOTICE:IMPORTANT
Any and all designs, drawings, plans and/or specifications sent to you by Otter Creek Awnings ("OCA") are the intellectual property of OCA. You agree that you will not copy, transmit, publish, or otherwise use them in any manner.



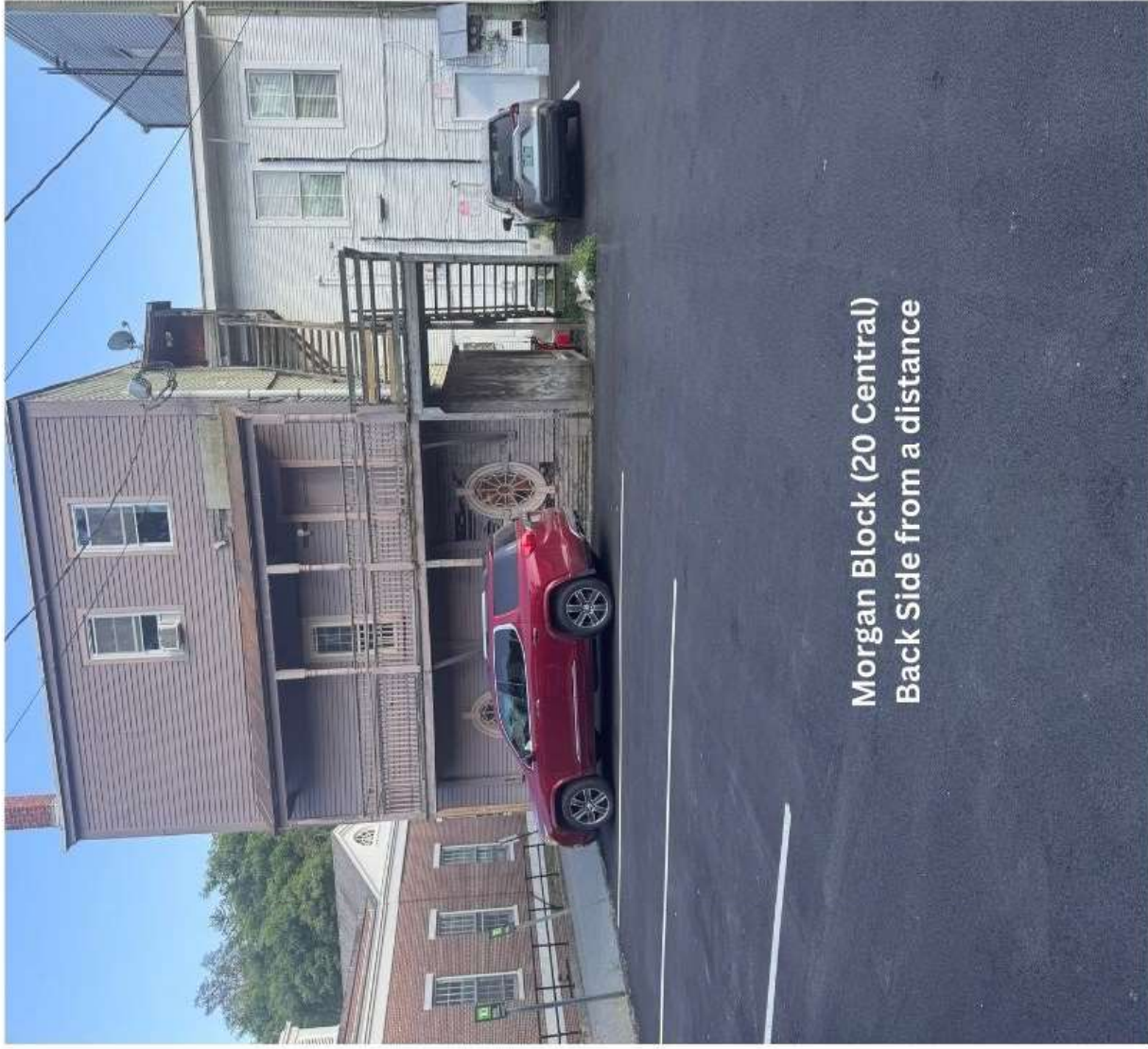
Morgan Block (20 Central)
Post Office Side



Morgan Block (20 Central)
Post Office Side
with changes

New Windows

Heat pump line



Morgan Block (20 Central)
Back Side from a distance

Morgan Block (20 Central)
Back Side



Morgan Block (20 Central)

Back Side

With Changes



Heat pumps



New Door



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: Woodstock Resort Corp Phone: 802-356-1370 Email: bhp@woodstockinn.com
Address: 9 Cross 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? 9 Cross Street

Agent Authorization

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

I, Bruce Grosbety owner of property located at 4, 6, 10 Court Street Woodstock, Vermont, hereby designate as my agent.
Name of Agent: Benjamin Pauly Phone: 802-356-1370 Email: bhp@gmail.com
Address: 9 Cross 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:  _____

Parcel ID Number(s): 23.56.27.000 Address: 4, 6, 10 Court Street Zoning District: Inn/C.C. Overlay District: Design Review

Proposal of project: _____

Remove storm windows, replace wood single pane double hung windows with double pane aluminum clad with 2 over 2 simulated divided Lights.

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

Village Design Review Hearing Date: _____ Village Development Review Hearing Date: _____
Town Development Review Hearing Date: _____ South Woodstock Review Hearing Date: _____
Planning Commission Hearing Date: _____ Conservation Commission Hearing Date: _____ Administrative: _____

Date Recvd: 8/18 Date Complete: 8/22 By: al Application #: V-0014-26
Review Fee: \$375 Itemized Fee: \$755 Recording Fee: \$15 Total Fee: \$1145
Paid: cash _____ check ☒ MuniPay: _____ Payment Date: 8/18



6 Court Street

To remove storm windows, replace all double hung wood windows with aluminum clad, and make all windows 2 over 2 with 5/8" simulated divided lights

Current windows are a majority of 2 over 2, with 6 windows being 6 over 6.





10 Court Street

To remove storm windows, replace all double hung wood windows with aluminum clad, and make all windows 2 over 2 with 5/8" simulated divided lights

Current windows are a mix of 2 over 2, 6 over 6, 6 over 2, and 2 over 1.



4 Court Street

To remove storm windows,
replace all double hung wood
windows with aluminum clad,
and make all windows 2 over 2
with 5/8" simulated divided
lights

Current windows are all 2 over
2.





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: Woodstock Resort Corp Phone: 802-356-1370 Email: bhp@woodstockinn.com
Address: 14 and 16 South 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? 9 Cross Street, Woodstock, VT

Agent Authorization

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

I, Bruce Grosbety owner of property located at 14 and 16 South St. Woodstock, Vermont, hereby designate as my agent.
Name of Agent: Ben Pauly Phone: 802-356-1370 Email: bhp@woodstockinn.com
Address: 9 Cross 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: 

Parcel ID Number(s): 23.56.26.000, 23.56.37.000 Address: 14 and 16 South Street Zoning District: Inn Overlay District: Design Review District
Proposal of project: _____

To remove the two homes in their entirety, fill in with soil, and convert to green space.

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

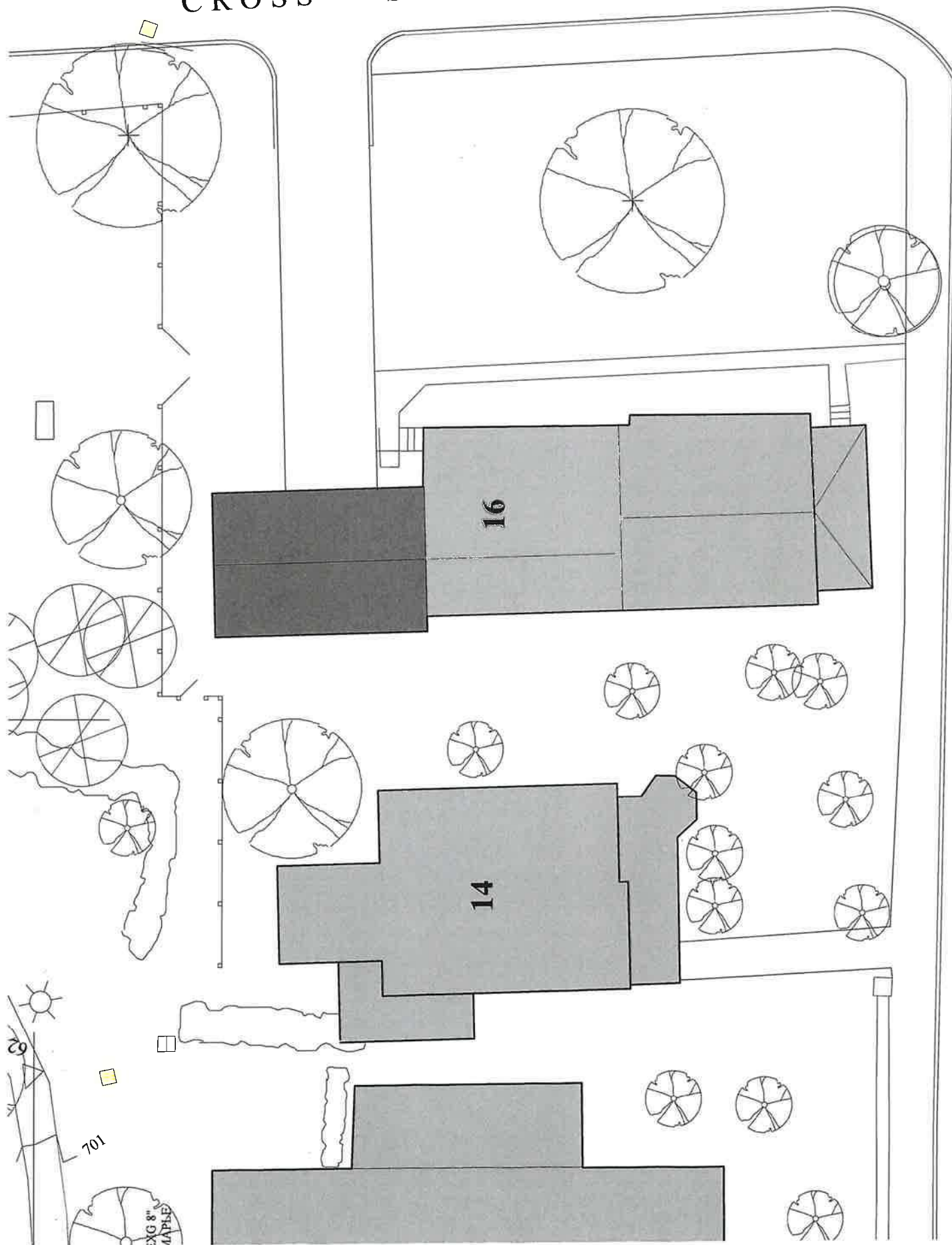
Village Design Review Hearing Date: _____ Village Development Review Hearing Date: _____
Town Development Review Hearing Date: _____ South Woodstock Review Hearing Date: _____
Planning Commission Hearing Date: _____ Conservation Commission Hearing Date: _____ Administrative: _____

Date Recvd: 8/18 Date Complete: 8/22 By: EL Application #: V-0015-26
Review Fee: \$375 Itemized Fee: \$475 Recording Fee: \$15 Total Fee: \$865
Paid: cash _____ check ☒ MuniPay: _____ Payment Date: 8/18

CROSS STREET

Existing Site Plan

SOUTH STREET





View east down Cross Street with 16 south on the left.



View west down cross street with 16 South on the right and elementary school straight ahead.





Site Map of Resort Property.

Street elevations along South Street. 14 on left, 16 on right



View north on South Street.



View South on South Street.

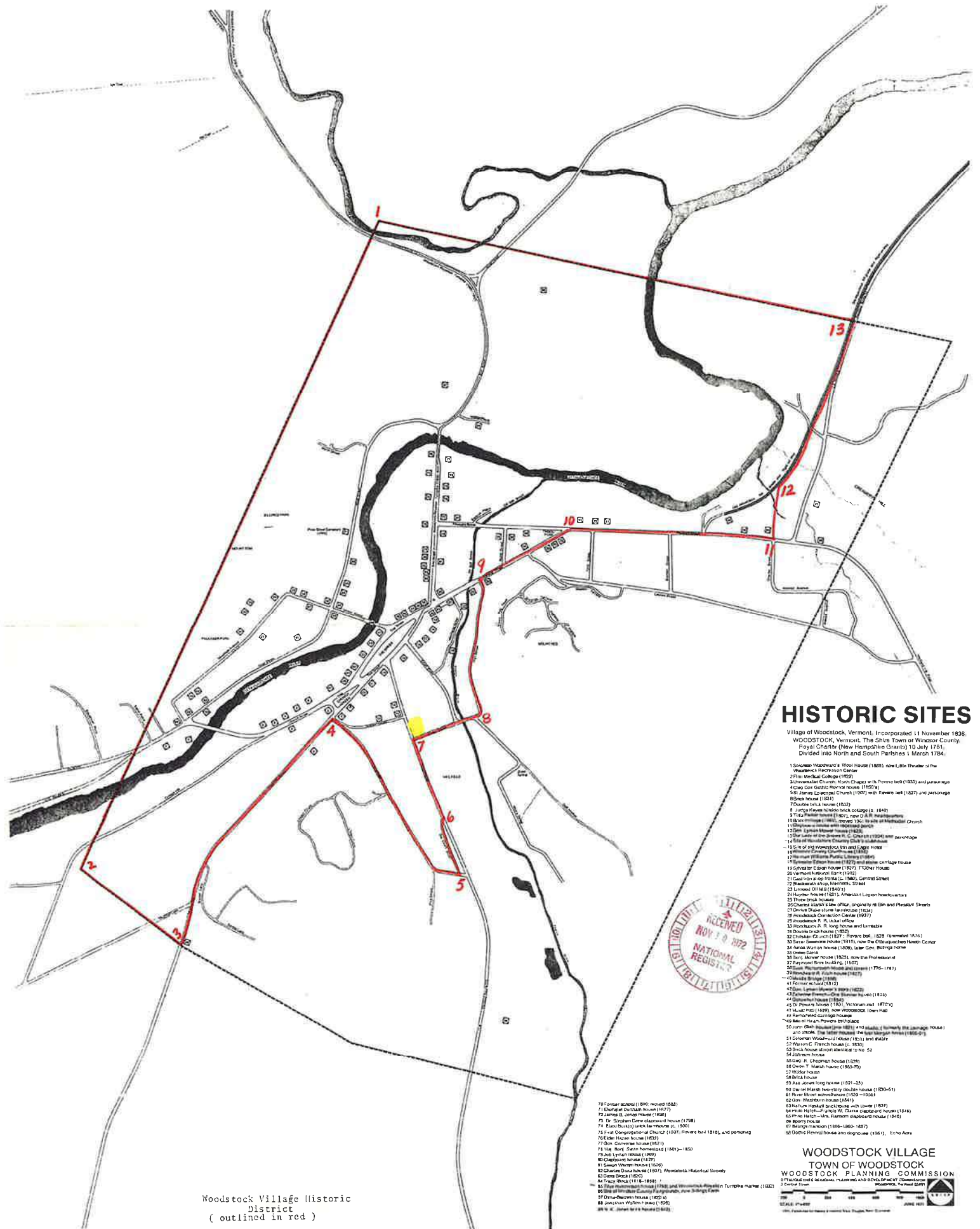


Cross Street Façade of 16 South



Satellite View





HISTORIC SITES

Village of Woodstock, Vermont, Incorporated 11 November 1936
 WOODSTOCK, Vermont, The Shire Town of Windsor County
 Royal Charter (New Hampshire Grants) 10 July 1761
 Divided into North and South Parishes 1 March 1784

- 1 Southern Woodstock's Wool House (1805), now Little Theater of the Woodstock Theatre Guild
- 2 17th Medical College (1822)
- 3 Universalist Church, Main Chapel with Thomas bell (1835) and parsonage
- 4 Old Dan Gothic Revival house (1850's)
- 5 St. James Episcopal Church (1907) with Towers bell (1827) and parsonage
- 6 Black house (1831)
- 7 Double brick house (1832)
- 8 Juniper Meadows historic brick cottage (c. 1840)
- 9 T.H. Parker house (1827), now Dr. R.R. Beal's parsonage
- 10 Brockmire house (1840), covered 1901 by site of Methodist Church
- 11 Longhouse, c. 1800, now home of Woodstock Church
- 12 Small Lyndon House (1825)
- 13 Old site of the Lyndon House, c. 1800, now site of the Lyndon House
- 14 Site of Woodstock Church (1807) and parsonage
- 15 Site of old Woodstock Inn and Eagle house
- 16 Woodstock Cemetery (1800)
- 17 Woodstock Cemetery (1807) and stone carriage house
- 18 Lyndon House (1827), TDH House
- 19 Vermont Historical Site (1902)
- 20 East view of old house (c. 1860), Central Street
- 21 Woodstock shop, Main Street, 1840
- 22 Lyndon House (1827), Lyndon House
- 23 Lyndon House (1827), Lyndon House
- 24 Lyndon House (1827), Lyndon House
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Woodstock Village Historic District
 (outlined in red)

WOODSTOCK VILLAGE
 TOWN OF WOODSTOCK
 WOODSTOCK PLANNING COMMISSION
 177 Main Street, Woodstock, Vermont 05091
 802-895-1234
 1000, Pioneer of the State of Vermont, New England
 JUNE 1971

PUBLIC MEETING MINUTES
VILLAGE OF WOODSTOCK, VERMONT
31 The Green
Woodstock, VT 05091
(802) 457-7515

VILLAGE DESIGN ADVISORY COMMITTEE
Wednesday, August 20, 2025, at 4:00 PM

Members Present: Ellen Soroka, Jack Rossi, and Larry Zeitlin

Staff Present: Molly Maxham and Stephanie Appelfeller

Public Present: Jim Pulver

Called to Order:

The meeting was called to order at 4:00 PM.

PUBLIC HEARINGS

A. V-0009-26 – Zilian LLC

Location: 26 Central Street

Parcel ID: 20.52.28

Proposed Development: Add illuminated signage for two retail spaces.

Jim Pulver, a representative for Zilian LLC, presented the proposal for illuminated signage at 26 Central Street. Jim Pulver brought detailed drawings showing the design of signs for two retail spaces: a wall-mounted sign and a post sign.

Jim Pulver explained that the sign plan was developed in accordance with sign regulations and calculations had been reviewed with staff. The wall sign would be mounted on the gable end of retail space 2, while the post sign would utilize an existing strong post with steel channels cast in concrete. The bottom of the wall-mounted sign would be positioned 9 feet above sidewalk level, and light fixtures would be mounted at approximately 7 feet 10 inches above the sidewalk. For the wall-mounted sign, there would be a 2 by 3 metal frame cantilevered off the building face. The post sign would be 3 by 3 feet, with the existing post being reclad. Both signs would be illuminated with light fixtures.

During discussion, committee members expressed concerns about night sky compliance, reminding everyone that lighting regulations require all light to be shielded and precisely focused on the sign to avoid illuminating the night sky. The committee was particularly concerned about the wall sign lighting, which would be mounted below the sign and pointing upward. While the applicant noted that the light beam would be limited to the sign area with 45-degree optics instead of 60-degree optics, the committee requested that if any light escapes to the sky, shields must be added to the fixtures to ensure compliance with regulations.

Vote 3-0. Approved.

B. V-0010-26 – Michael and Nancy Collins

Location: 4 Mountain Ave

Parcel ID: 23.52.07

Proposed Development: Renovate fence.

This item was discussed briefly, as the applicant was absent. There were no concerns.

APPROVAL OF VDAC MINUTES – 08/20/25

Vote 3-0. Approved.

Other Business: None.

Adjournment:

Meeting adjourned at 4:21 pm.