



*Woodstock, Vermont* *The Shire Town of Windsor County*

TOWN - VILLAGE MANAGER GOVERNMENT

Town Hall • P.O. Box 488 • Woodstock, Vermont 05091 • 802/457-3456  
**VILLAGE DEVELOPMENT REVIEW BOARD**

**DRAFT MINUTES**

**November 28, 2018**

- PRESENT:** Jane Soule, Wendy Spector, Keri Cole
- ABSENT:** Randy Mayhew, Elizabeth Daniels
- ALSO PRESENT:** Thalia Tringo, Andrew Zamore, Tambrey Vutech, Wendy Wright  
Marrinan, Meinhard Schubert, Isabelle Chicoine, Karim Houry, Tomoko  
Liquori, Susan Ford, Michael Brands

**I. CALL TO ORDER**

The meeting was called to order at 7:30 p.m.

**II. PUBLIC HEARINGS**

**A. Old Business**  
None

**B. New Business**

**1. V-3414-18 Trinca, LLC**

The application is for Conditional Use approval to create a Short Term Rental use. The property is located at 34 Mountain Avenue and zoned Residential Low Density / Design Review.

Ms. Tringo, future owner, presented the application.

The VDRB reviewed a floor plan, a site plan and the Short Term Rental Form.

Short Term Rental (STR) regulations do not allow the previous permit, V-3013-14 issued to Mark and Martina Alibrandi, to be transferred to a new owner. A new permit process is required, for the new property owner - Trinca, LLC.

There would be no change in use from current owner to the new owner.

The applicant stated she is aware of the STR standards.

The Town Planner noted a new State law, effective July 1, 2018, requires that all Short Term Rentals be registered with the State and that the registration number be attached to all advertising.



The previous owner, to receive approval from the State Fire Marshall's Office, installed numerous fire detection devices. There would be no change from current installation.

Mr. Schubert, an abutter to the east, asked why an application is required. He considers this to be a commercial use in a residential neighborhood. The home would be owned by a realty company.

Ms. Tringo responded, a new permit is required to be able to continue the STR. Although she is a realtor in Somerville, MA, the home is being purchased as a second home for her personal use. The STR rental income would help enable the purchase.

Mr. Schubert asked why she couldn't rent the home out as a long term rental (+30 days) instead.

Ms. Tringo desires to be able to visit often, whenever she can get away. A long term rental would not allow frequent visits on her part.

Mr. Schubert does not want to live next to a business, and therefore opposes the granting of the permit.

Ms. Marrinan, a neighbor, also has concerns with the alleged commercial use in her neighborhood. This is not a residential use and does not fit the neighborhood. The neighbors don't know who is in residence or for what period of time.

Ms. Spector explained STRs are allowed per current Zoning Regulations. If the request meets the standards as written, it has to be granted. A change in the zoning regulations could be requested from the Planning Commission.

Ms. Liquori, an abutter to the west, has issues with the current STR as clients have parked in the street where they should not park. She is not supportive of the application.

Ms. Tringo noted there is on-site parking for two side-by-side vehicles in the driveway.

Mr. Houry, owner of a neighboring bed and breakfast, asked how are permits enforced.

The Town Planner noted neighbors can report issues to the Planning and Zoning Office. If found to be out of compliance, enforcement action would start. The P&Z office also conducts monthly reviews of STR websites to monitor STR activity in the Village.

The Town Planner encouraged the neighbors to make their views on STRs known to the Planning Commission. This can be done either in person or by writing a letter. The PC is currently rewriting the Village Zoning Regulations and welcomes input on this subject.

The VDRB reviewed Sections 522 Short Term Rental and 710 Condition Use with the applicant.

Testimony was voted close.

**2. V-3415-18 El Kam Realty Company**

The application is for Conditional Use and Site Plan approval to create commercial parking lot. The property is located at 47-55 Central Street and zoned Central Commercial / Design Review.

Ms. Ford, attorney, presented the application.

The VDRB reviewed the site plan and a number of photographs.

The existing parking lot is to be converted to commercial parking. Due to the August fire that destroyed a building, the parking spaces are no longer used by the former tenants. Only one space for the Collective is currently allocated.

The intent is to rent out parking long term on a seasonal basis. Overnight parking or daily use would be targeted. Only one parking space per user would be rented out on a 24 hour period.

Prior to the fire, the parking spaces had been used as follows: 3 for the restaurant, 2 for the tenants, 3 for the Vermont Standard and 1 for the Collective.

A surveyor drew up the site plan, with 10 potential spaces. Additional parking was placed where two dumpsters for the restaurant had been located.

Chair Soule questioned the location of space #10 which is the northernmost. The space appears too close to parking space #2, directly east. This would make parking lot maneuvers difficult. She suggested the space be removed to avoid future conflict.

The VDRB and Town Planner agreed.

There would be no change in the size or location of the parking area. There would be no change in the surface treatment of the parking area, which is currently hard pack.

After the fire, the area of the former building was regraded to create a grassed lawn. There are large rocks placed along the north edge of the lawn creating a barrier between it and the parking spaces. The lot is accessed directly from High Street.

Ms. Spector asked if screening would be supplied along this edge to minimize the view of parked cars from Central Street. Screening would improve the aesthetic of the request. The VDRB and Town Planner agreed.

Screening from High Street is not an issue as the parking lot surface is located approximately 10' below the street.

Ms. Ford stated the owner asked that parking leases end in May as he wishes to assess the viability of replacing the destroyed building with a new one. It is too late in the season to plant screening. Next spring would be a better time to do this.

There would be no additional exterior lighting placed.

A small sign, similar to that of the Historical Society's parking lot on Elm Street would be placed. This would be achieved via an administrative permit at a later date.

Potential impacts to the Riparian and Flood Hazard areas were reviewed. As there will be no physical changes to the site, there would be no change to the current impacts on riparian and flood hazard areas.

A letter from Broker Campbell, State Flood Official, was read which noted compliance with the Flood Hazard regulations.

The VDRB read a letter from Steve Thomas, a High Street abutter. Mr. Thomas was concerned with potential lighting and signage.

The VDRB reviewed Sections 517 Off-Street Parking, 709 Site Plan Review and 710 Conditional Use with the applicant.

Testimony was voted close.

### **III. OTHER BUSINESS**

#### **A. Administrative Officer's Report**

The report was issued and discussed.

#### **B. Woodstock Inn**

A few weeks ago, the Town Planner met with Bob Pear, Priscilla Pannel and Corwin Sharp, neighbors of the Woodstock Inn, concerning noise issues resulting from the inn's summer outdoor weddings. The neighbors are concerned with increasing levels of noise. The past few years have been good years as noise levels have been kept in check, below 70 dbs. However this summer there has been a slight increase of the noise levels generated by the later weddings. They are concerned that if not kept in check noise levels would continue to escalate. The Town Planner will write a letter to Paul Ramsey at the Woodstock Inn to note these growing concerns.

### **IV. DELIBERATIONS**

#### **A. V-3414-18 Trinca, LLC**

*After discussion the following findings of fact were established:*

1. The VDRB reviewed a floor plan, a site plan and the Short Term Rental Form.

2. Short Term Rental (STR) regulations do not allow the previous permit, V-3013-14 issued to Mark and Martina Alibrandi, to be transferred to a new owner. A new permit process is required, for the new property owner - Trinca, LLC.
3. There would be no change in use from current owner to the new owner.
4. The applicant stated she is aware of the STR standards.
5. The Town Planner noted a new State law, effective July 1, 2018, requires that all Short Term Rentals be registered with the State and that the registration number be attached to all advertising.
6. The previous owner, to receive approval from the State Fire Marshall's Office, installed numerous fire detection devices. There would be no change from current installation.
7. There is on-site parking for two side-by-side vehicles in the driveway.
8. The VDRB reviewed Sections 522 Short Term Rental and 710 Condition Use with the applicant.

**After additional discussion, Ms. Cole moved with a second by Ms. Spector to approve the application as presented.**

**The motion passed with a 3-0 vote.**

**B. V-3415-18 El Kam Realty Company**

*After discussion the following findings of fact were established:*

1. The VDRB reviewed the site plan and a number of photographs.
2. The existing parking lot is to be converted to commercial parking. Due to the August fire that destroyed a building, the parking spaces are no longer used by the former tenants. Only one space for the Collective is currently allocated.
3. The intent is to rent out parking long term on a seasonal basis. Overnight parking or daily use would be targeted. Only one parking space per user would be rented out on a 24 hour period.
4. Prior to the fire, the parking spaces had been used as follows: 3 for the restaurant, 2 for the tenants, 3 for the Vermont Standard and 1 for the Collective.
5. A surveyor drew up the site plan, with 10 potential spaces. Additional parking was placed where two dumpsters for the restaurant had been located.
6. Chair Soule questioned the location of space #10 which is the northernmost. The space appears too close to parking space #2, directly east. This would make parking lot maneuvers difficult. She suggested the space be removed to avoid future conflict.
7. There would be no change in the size or location of the parking area. There would be no change in the surface treatment of the parking area, which is currently hard pack.
8. After the fire, the area of the former building was regraded to create a grassed lawn. There are large rocks placed along the north edge of the lawn creating a barrier between it and the parking spaces. The lot is accessed directly from High Street.

9. Ms. Spector asked if screening would be supplied along this edge to minimize the view of parked cars from Central Street. Screening would improve the aesthetic of the request.
10. Screening from High Street is not an issue as the parking lot surface is located approximately 10' below the street.
11. Ms. Ford stated the owner asked that parking leases end in May as he wishes to assess the viability of replacing the destroyed building with a new one. It is too late in the season to plant screening. Next spring would be a better time to do this.
12. There would be no additional exterior lighting placed.
13. A small sign, similar to that of the Historical Society's parking lot on Elm Street would be placed. This would be achieved via an administrative permit at a later date.
14. Potential impacts to the Riparian and Flood Hazard areas were reviewed. As there will be no physical changes to the site, there would be no change to the current impacts on riparian and flood hazard areas.
15. A letter from Mr. Broker-Campbell, State Flood Official, was read which noted compliance with the Flood Hazard regulations.
16. The VDRB reviewed Sections 517 Off-Street Parking, 709 Site Plan Review and 710 Conditional Use with the applicant.

**After additional discussion, Ms. Cole moved with a second by Ms. Spector to approve the application with the following conditions:**

1. **Parking space #10 shall be removed.**
2. **Should the rental use of the parking area continue after May 31, 2019, the parking area shall be screened. The VDRB shall review and approve a screening plan before planting.**

**The motion passed with a 3-0 vote.**

**V. APPROVAL OF MINUTES**

The October 24, 2018 minutes were approved as submitted.

Respectfully submitted,

**VI. ADJOURNMENT**

The meeting was adjourned at 8:30 p.m.

Michael E. Brands, AICP  
Town/Village Planner