

**VILLAGE DEVELOPMENT REVIEW BOARD  
WOODSTOCK TOWN HALL  
31 THE GREEN  
August 14, 2019  
DRAFT MINUTES**

MEMBERS PRESENT: Jane Soule, Randy Mayhew, Keri Cole  
MEMBERS ABSENT: Wendy Spector, Elizabeth Daniels  
OTHERS PRESENT: John King, Michael Brands

**I. CALL TO ORDER 7:30PM**

**II. PUBLIC HEARING**

**A. OLD BUSINESS None**

**B. NEW BUSINESS**

**1. V-3469-19 John & Karen King**

The application is for Conditional Use approval to use property as a Short Term Rental. The property is located at 25 Lincoln Street and zoned Residential High Density.

Mr. King presented the application.

The owner wishes to rent home out as a Short Term Rental.

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

The Fire Chief did a site visit and presented Mr. King with several items that would need upgrading to meet the State's Fire Code for Short Term Rentals.

Mr. King noted the handrails have not yet been installed.

Mr. King acknowledged that he has read and understands Section 525 Short Term Rentals.

The State Tax Office will be contacted to establish a tax registration number. This will be done before Certificate of Occupancy is issued.

Mr. Mayhew asked about lead abatement as the home is historic.

Mr. King noted all the windows have been changed.

The floor plan includes an attached apartment over the garage. The intent is to rent only the main house with its 4 bedrooms. The apartment has a renter in place until 11/1/19. The site plan shows numerous parking spaces plus a two garage car.

The VDRB reviewed Sections 525 Short Term Rental and 710 Conditional Use criteria with the applicant.

Testimony was voted close.

### **III. OTHER BUSINESS**

#### **A. V-3458-19 Mon Vert Café**

A photograph of the relocated heat pump condenser was shown to the VDRB. The unit was mounted below the northernmost window on the east side as agreed to at the last meeting. However the tubing was not lowered to the baseboard as requested. Owners have not yet amended the permit via a new application. The Town Planner will send a reminder to the owners.

#### **B. Atwood Avenue**

A front yard fence installation was reviewed. The owner placed a six foot tall fence between neighbor and himself on Atwood Avenue. Fences in front yards are limited to a four foot height. The front yard is difficult to determine on the parcel which is situated on the inside lot of a 90 degree corner. A photo and map were shown of the fence installation. The front yard is the area directly in front of a home when drawing a line across the front facade. The Town Planner will inform the owners that a waiver is available via a review by the VDRB.

### **IV. DELIBERATIONS**

#### **A. V-3469-19 John and Karen King**

After discussion the following findings of fact were established:

1. The VDRB reviewed the floor plan, site plan and Short Term Rental worksheet.
2. The Fire Chief did a site visit and presented Mr. King with several items that would need upgrading to meet the State's Fire Code for Short Term Rentals.
3. Mr. King acknowledge that he has read and understands Section 525 Short Term Rentals.
4. Mr. King would be the local manager.
5. The State Tax Office will be contacted to establish a tax registration number. This will be done before Certificate of Occupancy is issued.
6. The floor plan includes an attached apartment over the garage. The intent is to rent only the main house with its 4 bedrooms. The apartment has a renter in place until 11/1/19.

7. The site plan shows numerous parking spaces plus a two garage car.
8. The VDRB reviewed Sections 525 Short Term Rental and 710 Conditional Use criteria with the applicant.

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

The motion was approved with a 3-0 vote.

**IV. APPROVAL OF MINUTES**

The minutes of July 24, 2019 were approved as submitted.

**V. NEXT MEETING**

The next meeting of the VDRB will be August 28, 2019.

**VI. ADJOURNMENT**

The meeting was adjourned at 8:00 pm.

Respectfully submitted,

Michael E. Brands, AICP  
Town Planner