

**WOODSTOCK VILLAGE DEVELOPMENT REVIEW BOARD
CONFERENCE CALL
JUNE 10, 2020**

DRAFT MINUTES

MEMBERS PRESENT: Keri Cole, Randy Mayhew, Wendy Spector, Jane Soule

MEMBERS ABSENT: One Vacancy

OTHERS PRESENT: Neal Leitner, William Kerbin, Mimi Baird, Wendy Marrinan, Jim Sligar, Diana Sattelberger, Roger & Debra Amato, Dail Frates, Tom Hasson

I. OPENING OF MEETING

Chair Jane Soule called the meeting to order at 8:15 p.m.

Randy Mayhew had a procedural question before the board began the hearing. He referred to a letter from Linda Smiddy claiming that due process was not followed for several reasons. First, the minutes of the Village Design Review Board June 3, 2020 meeting have not, as of this writing, been posted on the Town website. In addition, her letter claimed that abutters to 35 River Street were initially informed that the hearing on this property by the Village Development Review Board was scheduled for June 24, 2020.

Town Planner Neal Leitner responded to the procedural concerns. He said the Notice of Public Hearing for the Village Development Review Board was always noticed for June 10th, 2020. He mentioned that he received a phone call challenging the notice since it does not notice application V-3536-20; Roger & Debra Amato; 35 River Street as a Conditional Use. He mentioned that he reviewed the Village Zoning Regulations and the application again after the call. He stated that Section 510 allows for a detached accessory apartment up to 900 square feet. The proposed 336 square foot addition to an existing 445 square foot detached apartment for a total of 781 square feet, which is under the maximum of 900 square feet. Furthermore, Section 304.C.3 states that a two-family dwelling requires an administrative permit, not a conditional use permit. Finally, Section 509 states that no more than two dwelling units are allowed per lot, either attached or detached, unless granted Conditional Use Approval for multi-family housing. Therefore, an expansion of an existing detached apartment unit under 900 square feet on a lot with a single-family house does not require Conditional Use Approval. Neal Leitner summarized that the Notice of Public Hearing for June 10th, 2020 was accurate in that it did not state Conditional Use Approval was being sought.

The town planner then addressed the issue regarding the posting of the minutes from the Design Review Board. Chapter 1 V.S.A Section 312(b) Per Act 92 allows for a 5-day extension of posting minutes from Public Meetings to 10 days. Therefore, while the minutes

have not been posted to the Town of Woodstock website yet, it has not been 10 days since the June 3rd Development Review Board meeting, so it is within the period enacted by Act 92.

The VDRB members agreed that the hearing does not violate the law. Randy Mayhew and Keri Cole discussed open transparency for members of the public and felt that since the minutes are not posted, that the application **V-3536-20** should be continued to the next meeting. Keri Cole made a motion to continue the item to the next VDRB meeting. Wendy seconded the motion.

Jane Soule asked for a vote to carry the item to the June 24th meeting.

Motion passed 4-0

Application **V-3536-20** was the only action item on the agenda.

II. APPLICATIONS

1. **V-3536-20**; Roger & Debra Amato, owner; Tom Hasson, agent; 35 River Street (Garage); Parcel #23.51.13; Zone: RLD/DR; To Construct 336 sq. ft. Bedroom Addition.
2. **V-3537-20**; Robert & Honoré Hager, owner/applicant; 22 The Green; Parcel #23.55.05.; Zone: RMD/DR; To Install Iron Railings on Front Steps. **<APPROVED AS DESIGN REVIEW MINOR APPLICATION>**
3. **V-3539-20**; Village of Woodstock, owner/applicant; 40 South Street, Vail Field; Parcel #23.56.53; Zone: COM/DR; To Repair Tennis & Basketball Courts & Fencing. **<APPROVED AS DESIGN REVIEW MINOR >**

III. APPROVAL OF MINUTES

Randy Mayhew moved to approve the minutes of February 26, 2020. Wendy Spector seconded the motion.

Motion passed 4-0

III. NEXT MEETING

The next meeting is scheduled for June 24, 2020.

IV. ADJOURNMENT

Randy Mayhew motioned to adjourn; it was seconded by Keri Cole.

Motion passed 4-0.

Meeting adjourned 9:15.

Respectfully Submitted,

Neal Leitner, Town Planner