

MEETING MINUTES
MUNICIPALITY OF WOODSTOCK, VERMONT
WOODSTOCK PLANNING COMMISSION
31 The Green
Woodstock, VT 05091

The Woodstock Planning Commission held a public meeting on Wednesday, June 7, 2023 to discuss the following:

Members present: Mary Margaret Sloan, Interim Chair, Frank Horneck, Nico Seldon, Nicole Green, and Brad Lawrence

Public present: None

Staff present: Steven Bauer and Stephanie Appelfeller

Administrative Tasks

1. Call to Order – Mary Margaret Sloan called the meeting to order at 7:05pm
2. Adjustments to Agenda – Mary Margaret Sloan suggested meeting in person quarterly, discuss at the end of the meeting.
3. Introduction of new Commissioner, Nicole Green (2024).
4. Approve Minutes –
 - (a) 5/3/2023

Frank Horneck moved to approve the minutes.

Mary Margaret Sloan seconded the motion.

VOTE: 4-0-1 (Nicole Green abstained)

Mary Margaret Sloan asked to edit the vote from 4/11/2023 meeting to Two Rivers, she did not vote no, it should be 5-0 so edit the April minutes.

Ongoing Business

1. Review and discuss the Commission's Rules of Procedure.

The Commission discussed the markups and changes Mary Margaret Sloan and Steven Bauer suggested. The commissioners agree that Steven Bauer will make the discussed changes to the Rules of Procedure and the Commission will vote on it at the next meeting.

2. Review the housing amendments and recommendations made by Twin Pines.

a. Twin Pines suggested parking requirements go from 2 spaces to 1 space per unit.

Nico Seldon does not support lowering the parking ratio as the greater area is not walkable. If it were to happen, suggests the need to specify the number of bedrooms in the unit. Frank Horneck questioned where other parking would be, and other members

suggested it would be street parking. Without a parking garage, there is no excess parking options in the town. Additionally, the winter parking ban would need to be considered.

Steven Bauer explained that the lower parking requirement does not prohibit property owners from providing more than one parking space per unit but does not require a potential residential developer to have more than one space per unit. S.100, signed into law on June 5, 2023 will require towns to lower their parking requirements to 1 parking space per unit area in areas served by Town water and sewer facilities and 1.5 spaces per unit for multifamily complexes.

Frank Horneck suggests that they should set aside time discuss at the next meeting.

b. Twin Pines suggested the Height limit goes from 35 to 40 feet as a variance for senior housing or affordable housing.

Mary Margaret Sloan raised a concern about raising the height requirements to 40 feet as a blanket but is open to it as a variance, particularly for affordable housing and senior housing. The commission all agree.

c. Twin Pines suggested increasing the density waiver from 50% to 100% for affordable housing developments.

Steven Bauer mentions the Planned Unit Development in Section 312 A3 states that density of an underlying district may be increased by 25% or up to 50% for an affordable housing development if judgement of DRB and site conditions can support that development.

The commission states they agree with that change.

3. Elect Officers

Mary Margaret Sloan suggested making Chair a rotating role so all members have a chance for leadership. Steven Bauer indicated that could be added to the bylaws. Frank agreed that a one- or two-year rotation of Chair is a good idea. Nico Seldon suggested one year. Nicole Green suggested 2 years may be more appropriate. The Board will revisit this topic at the next meeting to allow Laura Powell time to express whether she has interest in a specific role.

4. Develop a list of future Commission priorities.

Mary Margaret Sloan suggested updating the Energy Chapter once the State finishes its modeling and Steven Bauer agrees.

Steven Bauer mentioned that the Design Review District in Woodstock and South Woodstock regulations are subjective and suggested creating a subcommittee to create a form-based code may help.

Identify Action Items (what we each need to do before next meeting)

Steven Bauer will provide housing amendments and amendments to Planning Commission bylaws as discussed. All will consider if a one- or two-year term is more appropriate for officers.

Other Business

Mary Margaret Sloan and Frank Horneck suggested meeting in person as a group quarterly. September 6th meeting can be arranged in person.

Motion to adjourn by Nico Seldon.
The motion was seconded by Frank Horneck.
Meeting adjourned at 8:43pm.