

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, April 3, 2024, to discuss the following:

Members present: Benjamin Pauly (Chair), Matt Driscoll, Brad Lawrence, and Nicole Green

Public present: Steve Fulkerson

Staff present: Steven Bauer, Director P&Z, Stephanie Appelfeller

Administrative Tasks

1. Call to Order at 7:08pm
2. Adjustments to Agenda - None
3. Annual Meeting and Reorganization of the Commission
 - (a) Roll call of Commissioners – Ben Pauly explained the timelines for appointments.
 - (b) Review the Rules of Procedure – No questions from the Commissioners.
 - (c) Election of Officers Nominations for chair
 - a. Nicole Green nominated Ben Pauly for Chair of Planning Commission
Brad Lawrence seconded the motion.
Vote: 4-0. All approved.
 - b. Brad Lawrence nominated Matt Driscoll for Clerk of Planning Commission.
Nicole Green seconded the motion.
Vote: 4-0. All Approved.
4. Approve Minutes
 - (a) 3/25/2024 – Steven Bauer said it should be 44 days and not 60 days in petition period and asked to put a corrected comment in the minutes.
Ben Pauly made a motion for the change.
Nicole Green seconded the motion.
Vote. 4-0. All approved.

Brad Lawrence motioned to approve minutes as amended.
Nicole Green second the motion.
Vote. 4-0. All approved.

Ongoing Business

1. Short-term rental timeline of upcoming meetings –

Steven Bauer provided update that on March 27, 2024, Ben and Steven presented the update to the trustees and selectboard. They received comments and questions from

the boards today and will present answers to Trustees on Tuesday 4/9/24 at 6:30pm and to the Selectboard on 4/16/24 at 6pm. The Joint meeting vote is planned for 4/24/24.

New Business

1. Introduction to Master Planning – Steven Bauer explained a Master Plan provides long term policy framework that can be prioritized and broken into shorter strategic plans. It develops a unified community wide vision.

Why now? – It has been over 30 years since overhaul, it is part of the plan to address things that are up and coming. Get community input and map out development to match their desires.

Timeline – He estimates it will take 18-24 months, roughly Spring 2026. Kickoff meeting in May 2024.

2. Introduction to H.687 – An act relating to community resilience and biodiversity protection through land use, as passed by the House on 3/28/2024.

The Act could have a big influence on development in the state. The process is currently set up as 1-acre or 10-acre towns. Being approved as Teir 1A would exempt towns from Act 250 review process as it will be done at the local level. To be approved for Teir 1A Area status there are 11 criteria. Steven indicated Woodstock does not have all of these in place yet.

1. Approved municipal plan (Master Plan)
2. Flood hazard planning
3. Flood hazard and river corridor bylaws
4. Capital budget program
5. Permanent zoning and subdivision bylaws
6. Urban form bylaws
7. Historic Preservation bylaws
8. Wildlife habitat planning bylaws
9. Adequate water and wastewater capacity
10. Adequate municipal staff
11. Approved regional plan

The State will start accepting applications on January 1, 2027. Teir 1A is just for the village, within half mile radius of Village Designation center.

What does PC need to compile before the May meeting? – Chart of how bylaws fall and how to connect people's skills with each board and divide the workflow. Also think through timelines and goals.

Steve Fulkerson mentioned this will be a massive effort and will need to be broken down into smaller subsets to collect information. What are the assets/infrastructure of Woodstock? Need to consider existing capacity of water and sewer and how does that inform the community on what's possible. Ben replied that the master plan can help make it clear on how to get the most value out of the community's assets.

Steve Fulkerson asked if there is a current land use plan? Steven Bauer said there is a future land use map, but it matches current land use map and needs redrawn as not overhauled since 1989.

Steven Bauer asked before the May meeting the Planning Commission to review other town's master plans and get ideas of possible missions and goals.

Adjournment

Motion: by Ben Pauly to adjourn.

VOTE: 4-0. Approved.

Meeting adjourned 8:15pm