

**PUBLIC MEETING MINUTES**  
VILLAGE OF WOODSTOCK, VERMONT  
31 The Green  
Woodstock, VT 05091  
(802) 457-7515

VILLAGE DESIGN ADVISORY COMMITTEE  
Wednesday, June 5, 2024, at 4:00 PM

**Members Present:** Jack Rossi, Ellen Soroka, Bev Humpstone (Vice Chair)

**Staff Present:** Stephanie Appelfeller

**Public Present:** Michael Ricci, Karen Shea, Gail Devine, Brenda Blakeman

**Called to Order:**

The meeting was called to order at 4:01 PM.

**PUBLIC HEARINGS**

**A. V-0058-24 – Karen Shea & Michael Ricci**

Location: 13 Church Street

Parcel ID: 23.52.27

Proposed Development: To replace the rear window with a larger 124" x 51.5" window.

Karen Shea and Michael Ricci explained that the proposed window has four panes and the center two will slide and two ends are stationary. The current window is 81" x 41". The new window will be centered with the adjacent window. The windows in front of home are 6 over 1 lite and the new window will match that style. Beverly suggested removing the shutters on the proposed window and all shutters on back of home. The Committee recommended the applicant return to a meeting if they decide to remove all shutters.

**VOTE: 3-0.** Approved with no shutters and as minor design review as not visible to passing public.

Karen mentioned the retaining wall across Church Street has fallen and asked that the town fix and add plantings.

**B. V-0054-24 – Village of Woodstock**

Location: 40 South Street

Parcel ID: 23.56.53

Proposed Development: To place a 10' x 12' prefabricated shed in the flood hazard area (AE).

Gail Devine mentioned a computer image has been generated to show a rendering of the shed. They will also add plantings not shown in the image. Ellen and Bev asked about the alternative shed design options mentioned at the on-site meeting and Gail responded they chose not to

provide other options. Gail indicated the approval to purchase the shed occurred several years ago and the shed has recently been purchased. She will present the current design to the VDRB on 6/12/24.

The Village Design Advisory Committee recommended the Village Development Review Board should find that the proposed shed does not conform to the following design criteria:

- Proportion. The shed's features do not reasonably match the features of the neighboring buildings.
- Roof. The roof shape is not compatible with the buildings in the immediate area. We would recommend that the roof slope should match the pavilion.
- Materials. The proposed siding does not match the buildings in the immediate area. We would recommend a natural finish or horizontal siding to match dugouts.

**C. V-0057-24 – Brenda Blakeman**

Location: 42 Central Street

Parcel ID: 21.51.42

Proposed Development: To replace garage door and add portico over front entrance.

Brenda Blakeman explained she would like to replace the existing garage door with an insulated garage door. She also plans to add a roof over the Central Street entrance as rain and snow are ruining the door. Brenda indicated there is enough room to build a roof over the door and will not get rid of the half circle. Ellen is concerned the peak of portico will not fit as presented in the example and does not want the half circle removed. Beverly requested a measured drawing showing where it will tie into roofline. Brenda agreed to provide more detailed measurements.

The applicant will return to the next Village Design Advisory meeting on June 19, 2024, with a drawing detailing the measurements of the proposed portico.

**Other Business:** None

**Approval of Minutes:** 5/15/24 & 5/23/24

**Vote. 3-0.** All approved.

**Adjournment:**

Meeting adjourned at 4:29pm.