

**MEETING MINUTES**  
VILLAGE OF WOODSTOCK, VERMONT  
PLANNING & ZONING DEPARTMENT  
31 The Green  
Woodstock, VT 05091

VILLAGE DEVELOPMENT REVIEW BOARD

The Village Development Review Board held a public meeting on March 27, 2024, at 7:30pm to conduct the following business:

Members Present: Randy Mayhew, Vice Chair, Mary Ann Flynn, Keri Cole  
Public Present: Steve Hiller, Ben Nickerson  
Staff Present: Steven Bauer and Stephanie Appelfeller

**Call to Order:**

Randy Mayhew called the meeting to order at 7:39 PM.

Adjustments to Agenda: None.

**Public Hearings:**

**V-0038-24:** Daniel & Cheryl Ball  
Location: 39 South Street  
Parcel ID: 23.55.22  
Review Type: Design Review Approval  
Proposed Development: To construct a 26' x 21' addition with first floor garage and second floor office, remove and replace two existing windows.

Ben Nickerson explained that the existing house needs a garage, and the owner would also like a space above the garage for a home office. The proposed garage will be built into the side of the hill. The driveway is shared via easement with the neighbor. Randy Mayhew asked if cars will need to back onto South Street or change curb cuts and they said no, traffic patterns will stay the same.

Randy Mayhew asked about the placement of windows recommended by the Design Advisory Committee. Ben Nickerson presented the revised elevation showing the windows now spaced similar to existing house and the rectangular window on south end of home. Keri Cole inquired about exterior lighting and Ben said lighting will be added to the garage but will be downlight and no glare. Garage doors will not have windows.

Keri Cole motioned to close testimony.

Randy Mayhew seconded the motion.

**VOTE: All Approved 3-0. Testimony Closed.**

Keri Cole motioned to approve as presented.

Mary Ann Flynn seconded the motion.

**VOTE: All Approved 3-0.**

**Approval of Minutes: 3/13/24**

Keri Cole motioned to accept the 3/13/24 minutes as printed.

Mary Ann Flynn seconded the motion.

**VOTE: 3-0 Approved.**

**Other Business:**

None

**Adjournment:**

Keri Cole motioned to adjourn the meeting.

Mary Ann Flynn seconded the motion.

**VOTE: 3-0 Approved.**

**Meeting adjourned at 7:51 PM.**