

**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 June 26, 2024, at 7:30pm  
to conduct the following business:

Members Present: Jane Soule (Chair), Randy Mayhew (Vice Chair), Mary Ann Flynn, Keri Cole

Public Present: Chris Galipeau, Jarret Adams

Staff Present: Steven Bauer and Stephanie Appelfeller

**Call to Order:**

Jane Soule called the meeting to order at 7:29 PM.

Adjustments to Agenda: None.

**Public Hearings:**

**A. V-0059-24 – RL Vallee, Inc.**

Location: 435 Woodstock Road

Parcel ID: 21.51.39

Review: Design Review and Conditional Use Approval (Riparian Buffer)

Proposed Development: To expand dumpster pad, add screening and replace retaining wall and guard rail.

Chris Galipeau presented the application and explained the existing wood guard rail along the parking area is having stabilization and safety issues. They plan to restabilize the bank with a retaining wall and also expand the dumpster pad. Randy Mayhew asked about setbacks and Steven Bauer responded the dumpster pad and fence do not count toward the setback. Mary Ann Flynn asked how many feet the retaining wall will be from the river. Steven said the site is in the riparian buffer due to an unnamed stream that crosses through the property in a culvert. Chris explained the parking lot is falling down the bank and plan to keep the new wall as close to parking lot as possible.

Randy Mayhew moved to close testimony

Mary Ann Flynn seconded the motion.

**VOTE. Testimony Closed. 4-0.**

Randy Mayhew motioned to approve as presented. The application met criteria under §403 A1 e-f and was found to be appropriate.

Keri Cole seconded the motion.

**VOTE. Approved. 4-0.**

**B. V-0061-24 – Adams Family Inn, LLC**

Location: 41 Pleasant Street

Parcel ID: 21.52.18

Review: Design Review and Conditional Use Approval

Proposed Development: To replace 104 linear feet of 8-foot-high fence.

Jarret Adams explained they are replacing the fence between the inn and grocery store. It was 8 feet tall, and the new fence will also be 8 foot high. They are replacing it with a fence that looks exactly like the prior fence.

The Board reviewed Section 513 regarding fences. The application did not go through Design Review Committee as there was no quorum at the last meeting. Mary Ann questioned if the good side of the fence must be facing the neighbor and Steven said it is not required as it was replaced for maintenance and looks like the prior fence. The new fence has been constructed and this is an after the fact permit. Steven measured the new fence, and it is 8'6" but there is no height restriction in the regulations.

Mary Ann Flynn motioned to close testimony.

Randy Mayhew seconded the motion.

**VOTE. Testimony Closed. 4-0.**

Mary Ann Flynn moved to accept the application as presented.

Keri Cole seconded the motion.

**VOTE. Approved. 4-0.**

**Approval of Minutes:** 6/12/2024

**VOTE. Minutes approved. 3-0-1.** (Randy Mayhew abstained)

**Other Business:**

Steven Bauer presented the goals of the department and planning in Woodstock.

**Adjournment**

Mary Ann Flynn motioned to adjourn the meeting.

Vote: 3-0. Meeting Adjourned.

**The meeting adjourned at 8:29 PM**