

**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 July 10, 2024, at 7:30pm to conduct the following business:

Members Present: Jane Soule (Chair), Randy Mayhew (Vice Chair), Mary Ann Flynn  
Public Present: Cara Kettenbach, Sean Glasscock, Eric Nesbitt  
Staff Present: Steven Bauer and Stephanie Appelfeller

**Call to Order:**

Jane Soule called the meeting to order at 7:37 PM.

Adjustments to Agenda: None.

**Public Hearings:**

- A. V-0057-24 – Brenda Blakeman**  
Location: 42 Central Street  
Parcel ID: 21.51.42  
Review: Design Review Approval and Waiver to Setback  
Proposed Development: To replace garage door and request a waiver to setback to construct portico entrance.

The applicant was not present for the meeting. The Board did not have questions regarding the application.

Randy Mayhew moved to close testimony  
Mary Ann Flynn seconded the motion.

**VOTE. Testimony Closed. 3-0.**

Randy Mayhew motioned to approve with the Design Advisory Committee's recommendations.

Mary Ann Flynn seconded the motion.

**VOTE. Approved. 3-0.**

**B. V-0062-24 – Green Mountain Storage**

Location: 35 A Pleasant Street

Parcel ID: 21.52.16

Review: Design Review Approval and Waiver to Setback

Proposed Development: To replace existing door, bay window and roof.

Cara Kettenbach presented that she will be adding two double doors at the front entrance. She will remove the existing eave above the door, take off bay window and add a window that looks like the other windows. Randy asked plans for snow drop? She will not be adding anything due to the pitch of the roof and the door is setback. No changes to the parking. She agreed to add shutters for new window, based on Mary Anne's suggestion. The canopy awning will come off. Roof will be replaced with a shingle similar to what is currently there. The building will be painted white.

Eric Nesbitt is an abutter and he asked about the plan for parking lot. Cara said eventually it will be repaved. The dirt pile was from an environmental group checking the contents of the under ground tank that will eventually be removed.

Mary Ann Flynn moved to close testimony

Randy Mayhew seconded the motion.

**VOTE. Testimony Closed. 3-0.**

Mary Ann Flynn motioned to approve as presented.

Randy Mayhew seconded the motion.

**VOTE. Approved. 3-0.**

**C. V-0063-24 – Geoff and Oliva Martin**

Location: 51 River Street

Parcel ID: 23.51.26

Review: Design Review Approval

Proposed Development: To convert existing attached shed into screened porch.

The new porch will not be visible from the roadway. Sean Glasscock presented that the existing shed will be replaced with a porch. They will structurally make it stronger and add screening. Using existing footprint and will add concrete piers to stabilize.

Randy Mayhew moved to close testimony

Mary Ann Flynn seconded the motion.

**VOTE. Testimony Closed. 3-0.**

Mary Ann Flynn motioned to approve as presented.

Randy Mayhew seconded the motion.

**VOTE. Approved. 3-0.**

**Approval of Minutes: 6/26/2024**

**VOTE. Minutes approved. 3-0.**

**Adjournment**

Mary Ann Flynn motioned to adjourn the meeting.

Randy Mayhew seconded the motion.

Vote: 3-0. Meeting Adjourned.

**The meeting adjourned at 7:59 PM**

DRAFT