

MEETING MINUTES
TOWN OF WOODSTOCK, VERMONT
TOWN DEVELOPMENT REVIEW BOARD
31 The Green
Woodstock, VT 05091

The Town Development Review Board held a public meeting on December 18th, 2024 at 4:00PM to conduct the following business:

Members present: Wade Treadway (Chair), Alan Willard, & Ernie Fernandez.

Public present: Chris Ambrose, Jon Harrington, Jennifer Carbone, Chuck Searle, Charles Schaller, & Andrew Winter.

Staff present: Mike Tuller & Molly Maxham.

Administrative Tasks:

Call to Order: Wade Treadway called the meeting to order at 4:09 PM.

Adjustments to Agenda: None

Public Hearings:

The Town Development Review Board received testimony on the following proposed developments:

A. T-0018-25: Helen Cicirello

Parcel ID: 07.01.46.018

Location: Deerbrook Way

Review Type: Conditional Use Approval

Proposal: To construct a single-household dwelling with 3052 SF of heated space and an attached breezeway and garage, 589 SF and 773 SF respectively within the steep slopes overlay district.

Wade Treadway introduces the first application, T-0018-25. Chris Ambrose comes up to present. Chris Ambrose states that the design of the house was intended to work with the contours of the house. Chris Ambrose notes that the wastewater permits are all set and that the proposed driveway is modified from the existing driveway to meet grade requirements and improve the overall quality. Wade Treadway asks about the condition of the current driveway. Chris Ambrose notes that there is no erosion on the current driveway. Chris Ambrose also explains that they will be installing a couple of culverts along the new driveway which will be approximately 600-700 feet long. Wade Treadway goes through the Conditional Use question criteria confirming proper wastewater systems are in place and that the character of the area will not be adversely affected.

Alan Willard asks if any part of the driveway will exceed the 12% grade. Chris Ambrose explains that the current driveway does, but the proposed driveway includes an additional switchback that keeps the grade under 10%.

Alan Willard moved to close testimony.

Seconded by Ernie Fernandez.

Vote: 3-0. Testimony closed.

B. T-0021-25: Jennifer Carbone

Parcel ID: 02.01.11

Location: Austin Road

Review Type: Conditional Use Approval

Proposal: To construct a 4-bedroom house with a 1200' driveway access that crosses designated wetlands and steep slopes.

Wade Treadway introduces the second application, T-0021-25. Jon Harrington, the Civil Engineer for the applicant comes up to present the application. Molly Maxham shows Jon Harrington how to share his screen. Jon Harrington explains that the project involves creating a 1,125-foot-long driveway to access a single-family home. Jon Harrington states that the project had a wetlands consultant who worked with the state to get the project permitted and that they only needed to get a permit because part of the driveway intersects with the wetland buffer at an existing access point on the property. Jon Harrington explains that they dug test pits along the driveway which indicated excellent drainage in most areas. Jon Harrington also explains that the grades meet requirements, and the driveway is over 500 feet from the protected scenic ridgeline. Jon Harrington states that there are culverts every 100-150 feet going up the hill, along with other measures to prevent erosion. Jon Harrington explains that they have received permits for wetlands, wastewater, and a moderate risk permit as the project disturbs more than an acre of land. The moderate risk permit compels the contractor to take measures against erosion.

Jennifer Carbone says that they intend to have the contractor follow the plans exactly to ensure compliance with all necessary measures and that they will have Jon Harrington check in with the contractor as necessary. Wade Treadway explains that the application was supposed to be heard by the Conservation Commission, but due to a lack of quorum it was passed on to the Town Development Review Board without their input. Jon Harrington explains that the driveway meets EMS requirements. Wade Treadway goes through the Conditional Use question criteria, with Jon Harrington and Jennifer Carbone confirming that the project meets criteria including: minimum lot size, parking, and renewable energy.

Chuck Searle, an abutter to the Carbone property asked about groundwater leeching impacts on neighbors. Jon Harrington confirms that the driveway meets setback requirements and is downhill from the well in question. Charles Schaller, another abutter, spoke in support of the project.

Alan Willard motioned to close testimony.

Wade Treadway seconded.
Vote: 3-0. Testimony closed.

C. T-0026-25: Kathleen Dolan.

Parcel ID: 03.02.49

Location: 40 Deer Ridge Way

Review Type: Conditional Use Approval

Proposal: To demolish existing 2,600 square foot single family house and replace with new smaller house on the same foundation footprint. New house will be 1,600 sq. ft.

Wade Treadway introduces the next application, T-0026-25. Andrew Winter, the Executive Director of Twin Pines Housing was present to speak on the project. Andrew Winter shared a slideshow presentation on the project. The project involves removing the existing 2,600 square foot house which is in poor condition and replacing it with a new modular home to create affordable housing in the community. Andrew Winter explains that the project needs to be reviewed because the property is only 1.73 acres in a five-acre residential zone. The property was donated to Twin Pines Housing by Kathleen Dolan for an affordable housing project. Andrew Winter explains that the house will be one story with three bedrooms. Andrew Winter explains that the house will be priced around \$250,000-275,000 when completed. The finished house will be 1,254 square feet. It will have septic and a well. The project is partially funded by the Vermont Housing and Conservation board. The property will have a full foundation. Wade Treadway went through the Conditional Use question criteria and Andrew Winter confirmed that the property was compliant beyond the minimum lot size nonconformity which will not be increased by the proposed project.

Alan Willard motioned to close testimony.
Wade Treadway seconded.
Vote: 3-0. Testimony closed.

Deliberations:

The board entered closed deliberations.

A. Approval of Minutes: 11/26/24

Alan Willard motioned to approve minutes as printed.
Wade Treadway seconded the motion.
VOTE: 3-0. Approved.

Other Business: None.

Adjournment:

Wade Treadway motioned to adjourn the meeting.

Alan Willard seconded the motion. (5:17pm)

VOTE: 3-0. Approved.

DRAFT