

PUBLIC MEETING AGENDA

VILLAGE OF WOODSTOCK, VERMONT

31 The Green
Woodstock, VT 05091
(802) 457-7515

VILLAGE DESIGN ADVISORY COMMITTEE

Wednesday, May 7, 2025, at 4:00 PM

The Meeting will be held in person and via Zoom [CLICK HERE TO JOIN](#).

The login information is at the bottom of this agenda.

I. CALL TO ORDER: 4:00 PM

II. PUBLIC HEARINGS

A. V-0028-25 – Katharine Meyer

Location: 18 Mountain Ave

Parcel ID: 23.51.15

Proposed Development: To install a 22"x11" wall lantern over the garage door with a 17" extension over the eave with 4 60-watt incandescent bulbs.

B. V-0029-25 – Heather Wishik

Location: 13 River Street

Parcel ID: 20.51.16

Proposed Development: To replace front door with new door and replace back door with new window and repave driveway to install heated driveway.

C. V-0031-25 – Amos & Ginger LLC

Location: 33 Central Street

Parcel ID: 23.56.08

Proposed Development: To bury a propane tank, relocate electric panel and meters, build a raised granite island with bollards, install a wooden trash enclosure fence, and construct an accessible ramp.

III. OTHER BUSINESS –

IV. APPROVAL OF MINUTES – 04/16/25

V. ADJOURNMENT

This is a hybrid meeting, both in-person and on Zoom.

<https://us02web.zoom.us/j/88648851165?pwd=SzJPWHJDTINDK2ZVNXBvdVArdytodz09>

Meeting ID: 886 4885 1165

Passcode: 345452

Woodstock Planning & Zoning Application

All applicants must be the owner, the owner's attorney, or authorized agent of property described herein. A person holding a binding agreement to purchase property may sign application by providing written proof of such agreement. If an agent or attorney will represent or speak on owner's behalf, owner must complete the agent portion of this application.

Applicant: Katharine Meyer Phone: (781) 424-5823 Email: Katharinegould04@gmail.com
Address: 18 Mountain Ave City/Town: Woodstock State: VT Zip Code: 05091
Co-Applicant: Jeff Meyer Phone: (518) 569-8520 Email: jeffmeyer0@gmail.com
Address: " City/Town: " State: " Zip Code: "
Signature(s): Katharine Meyer Jeff R. Meyer
*What is the best way to contact you? Phone or Email phone
*What address would you like your Notice of Hearing/Permit mailed to? 18 Mountain Ave

Agent Authorization

(a representative speaking on behalf of the owner/applicant)

I, _____ owner of property located at _____ Woodstock, Vermont, hereby designate as my agent.

Name of Agent: _____ Phone: _____ Email: _____

Address: _____ City/Town: _____ State: _____ Zip Code: _____

Agent may be accepted as though made by me personally, and I understand that I may be bound by an official decision made based upon such representation

Signature: _____

Parcel ID Number(s): 23.51.15 Address: 18 Mountain Ave Zoning District: R2D Overlay District: DR

Proposal of project: Install one aluminum/bronzed colonial wall lantern, centered over garage door, where there is no lighting; 22" tall x 11" wide; 17" extension, over eave; 4 60 watt incandescent bulbs = 3200 lumens; can do just 2 or 3 bulbs for 1600-2400 lumens; will be visible from street

----- Planning & Zoning Office Only -----

Village Design Review Hearing Date: 5/7/25 Village Development Review Hearing Date: 5/14/25

Town Development Review Hearing Date: _____ South Woodstock Review Hearing Date: _____

Planning Commission Hearing Date: _____ Conservation Commission Hearing Date: _____ Administrative: _____

Date Recvd: 4/9/25 Date Complete: 4/9/25 By: al Application #: V-0028-25

Review Fee: \$375 Itemized Fee: \$105 Recording Fee: \$15 Total Fee: \$495.00

Paid: cash _____ check ☒ MuniPay: _____ Payment Date: 4/9/25



< Wall Mount

Trellis Large Outdoor Wall Lantern with Scrolls



Your Selection:

Socket Type:



houseofantiquehardware.com



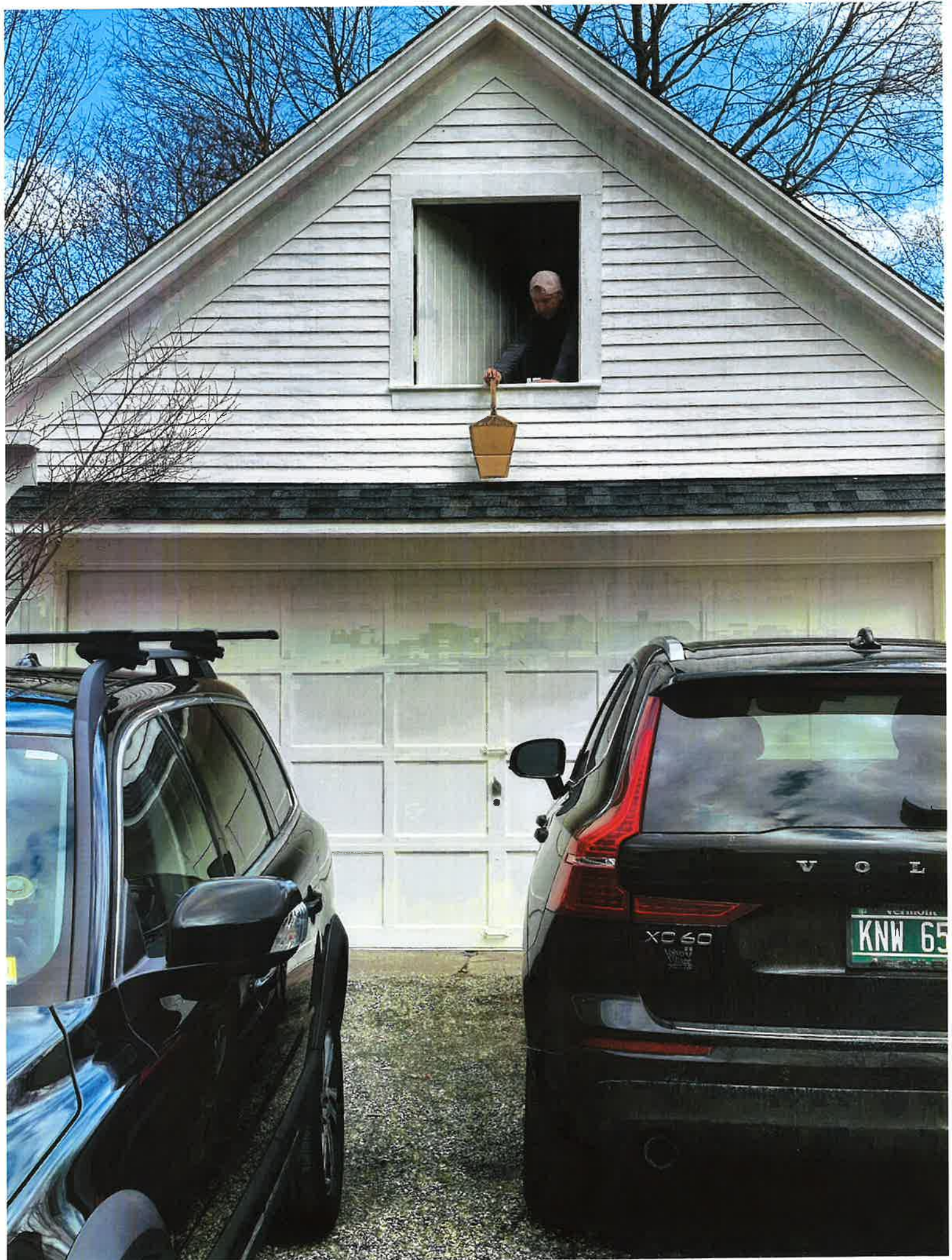
[< Back](#)

- Aluminum Construction
- Regency Bronze Finish
- Four Candelabra-Base Sockets Rated for 60W Each
- Inspired by Traditional Design
- UL Listed For Wet Locations

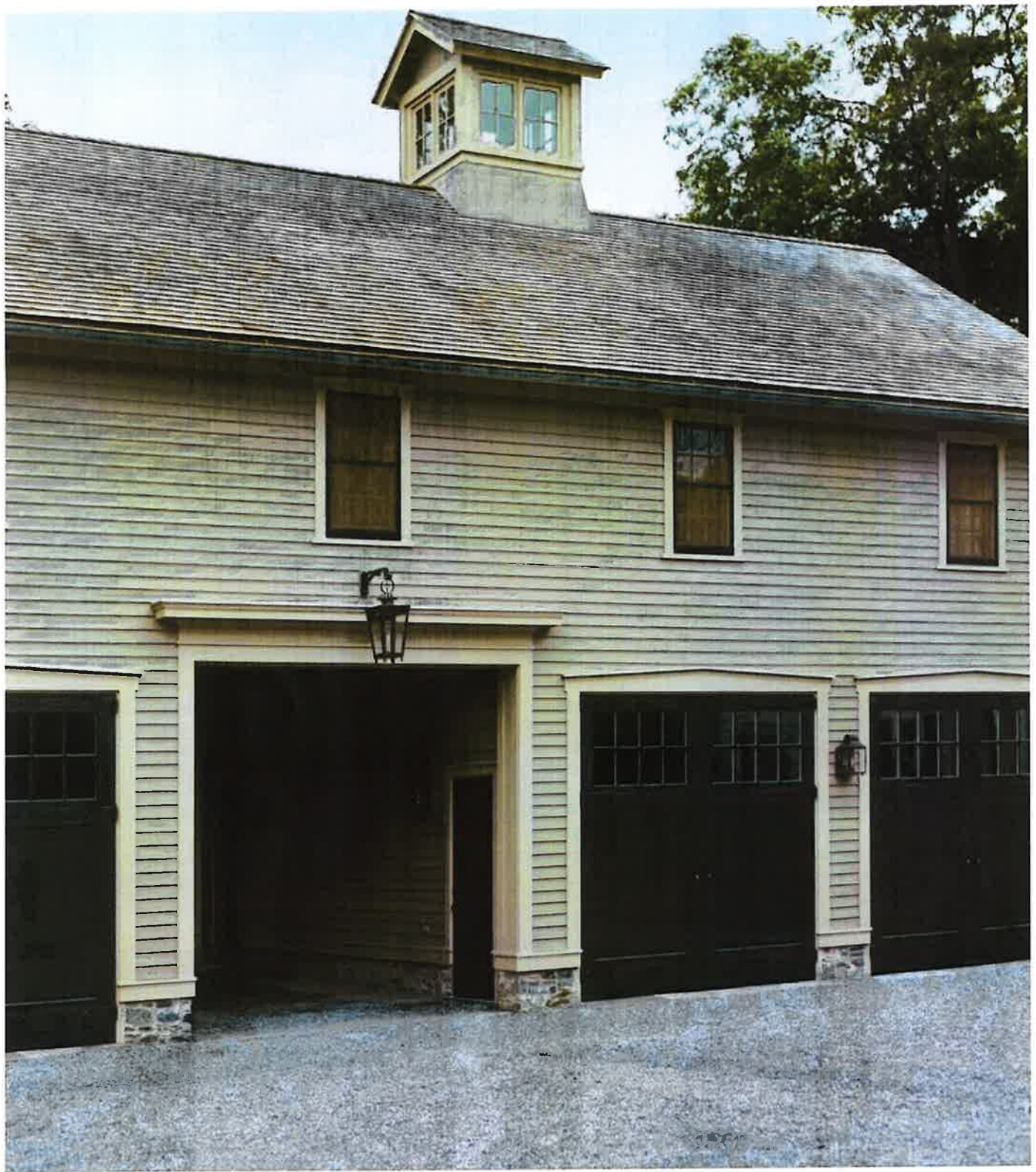
The Trellis Large Outdoor Wall Lantern with Scrolls brings European style to your exterior. This classic design is constructed of weather-resistant aluminum and features clear seedy-glass panels and a rich, regency-bronze finish. An elegant scroll arm, cast loop finial, and rivet detail add to its authentic look.

Dimensions: 22 1/4" H x 11" W. Projection: 16 1/2".
Backplate: 10" H x 4 1/2" W. HCWO: 8" (Height from Center of Wall Opening). Lighting: 4 candelabra base sockets rated for 60W each.
Safety rating: wet location

Style:	Colonial / Romantic
Item Sold As:	Fixture Complete with Glass
Usually Ships In:	3 to 6 Business Days
Warranty:	5 Year Warranty
Included Hardware:	All Necessary Mounting







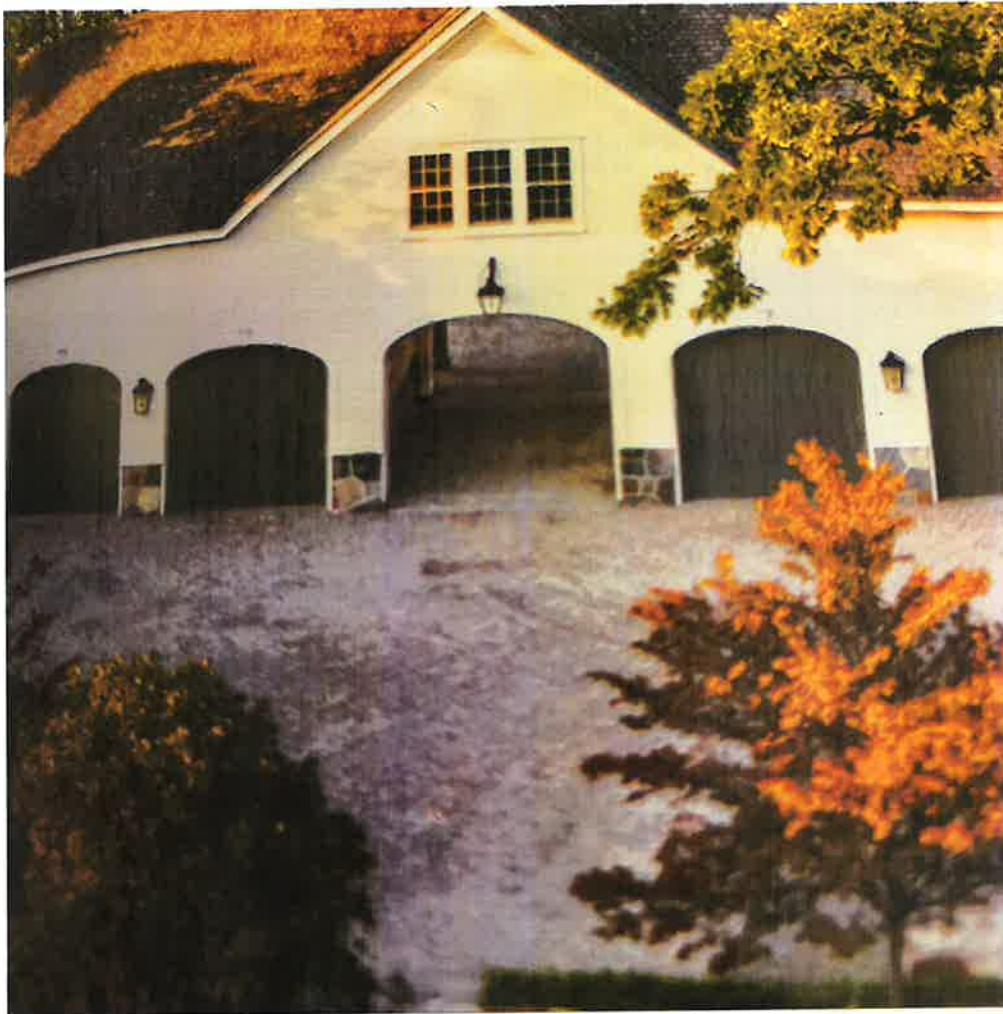
precedents for style + placement

SCHAFER BUCCELLATO ARCHITECTS

— ARCHITECTURE & DESIGN —



Precedents for style + placement



Woodstock Planning & Zoning Application

All applicants must be the owner, the owner's attorney, or authorized agent of property described herein. A person holding a binding agreement to purchase property may sign application by providing written proof of such agreement. If an agent or attorney will represent or speak on owner's behalf, owner must complete the agent portion of this application.

Applicant: Susan Donegan Phone: 508-685-8414 Email: doneganesq@gmail.com
Address: 13 River Street City/Town: Woodstock State: VT Zip Code: 05091
Co-Applicant: Heather Wishik Phone: 508-685-6886 Email: hrwptown@gmail.com
Address: 13 River Street City/Town: Woodstock State: VT Zip Code: 05091
Signature(s): Heather R. Wishik Susan L. Donegan
*What is the best way to contact you? Phone or Email Heather Wishik phone or email
*What address would you like your Notice of Hearing/Permit mailed to? 13 River Street, Woodstock, VT 05091

Agent Authorization

(a representative speaking on behalf of the owner/applicant)

I, _____ owner of property located at _____ Woodstock, Vermont, hereby designate as my agent.
Name of Agent: _____ Phone: _____ Email: _____
Address: _____ City/Town: _____ State: _____ Zip Code: _____
Agent may be accepted as though made by me personally, and I understand that I may be bound by an official decision made based upon such representation
Signature: _____

Parcel ID Number(s): 20.51.16 Address: 13 River Street Zoning District: RMD Overlay District: DRD
Proposal of project: See attached. front door & back door
conversion to window
and repave driveway and install heated driveway

----- Planning & Zoning Office Only -----

Village Design Review Hearing Date: 5/7/25 Village Development Review Hearing Date: 5/14/25
Town Development Review Hearing Date: _____ South Woodstock Review Hearing Date: _____
Planning Commission Hearing Date: _____ Conservation Commission Hearing Date: _____ Administrative: _____

Date Recvd: 4/10/25 Date Complete: 4/10/25 By: el Application #: V-0029-25
Review Fee: \$375 Itemized Fee: \$153.75 Recording Fee: \$15 Total Fee: \$543.75
Paid: cash _____ check ☒ MuniPay: _____ Payment Date: 4/10/25

FY25 Zoning Permit Fees (Effective July 1, 2023)

GENERAL REVIEW FEES

- Administrative Review: \$125
- Minor Village Design Review: \$200
- Village Development Review Board Hearing: \$350
- Village Design & Development Review Hearing: \$375
- Conservation Commission & Village Development Review Hearing: \$375
- Town Development Review Board: \$375
- Conservation Commission Pre-Application Consultation (non-binding): \$125
- Conservation Commission & Town Development Review Hearing: \$400
- So. Woodstock Design & Town Development Review Hearing: \$375
- Advertising fee (Review Boards): \$15 (base fee) + \$15 per abutter. **\$75**
- Regulatory Amendment Draft for Planning Commission Review: \$500
- Recording Fee-This fee is a State of VT mandatory fee that must be paid in addition to Administrative or Board Fees for all applications: \$15

RESIDENTIAL CONSTRUCTION FEES

- New One-, two-, three-, and multi-household buildings: See charts*
- Residential Additions and Alterations to Habitable Structures:
 - \$6.50 per \$1,000 estimated project cost (\$100 minimum)Examples:
 - Conversion of garage into a bedroom
 - Addition of a bathroom
 - Interior kitchen/bathroom/structural renovations
- Residential Additions and Alterations to Non-habitable Structures:
 - \$3.50 per \$1,000 estimated project cost (\$50 minimum)Examples:
 - Addition/expansion of deck/porch/gazebo/patio
 - Construction of a barn/garage**\$78.75**

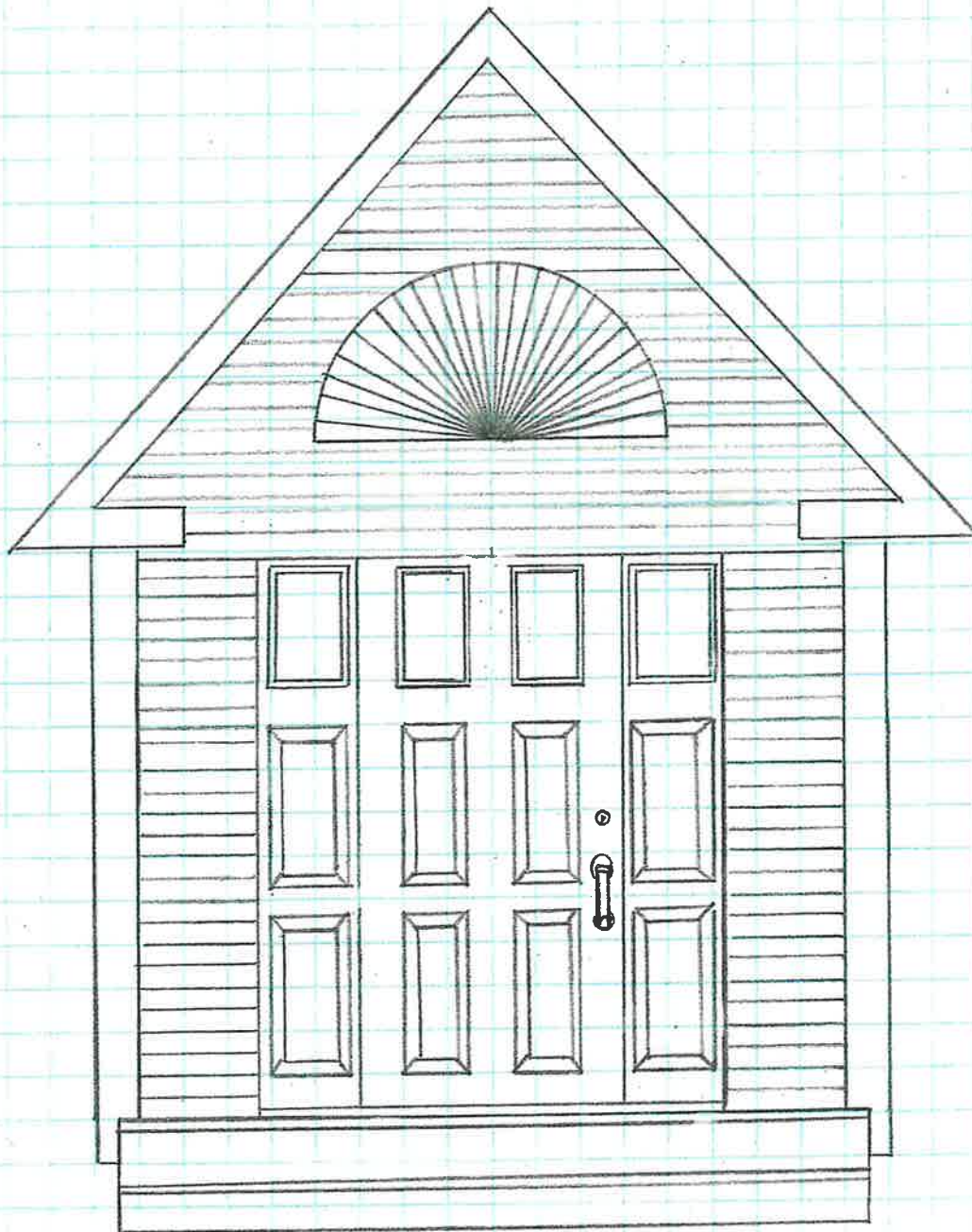
COMMERCIAL / INDUSTRIAL FEES

- New Commercial Construction: \$10 per \$1,000 estimated project cost (\$300 minimum)
- Commercial Additions and Alterations: \$8.50 per \$1,000 estimated project cost (\$200 minimum)
- Conversion to Hotel/Inn/Bed & Breakfast: \$450 per Guest Room
- Conversion from Residential to Commercial: \$550

Donegan/Wishik Proposal of Project:

- 1) For energy efficiency and safety replace existing uninsulated front door with a similar insulated door of the same size and color. Replace existing single pane glass side panels on each side of door with double pane upper glass and solid wood lower panels, painted the same black. ~\$13,500
- 2) Replace rear door, right side of house, with a window the same size as the adjacent kitchen windows, in order to permit addition of a walk-in shower in the existing first floor bathroom, so that someone unable to climb stairs can age in place. ~\$9,000
- 3) Replace existing paved driveway on the same footprint with a heated paved driveway to simplify winter maintenance (both the roof at 13 River and the roof at 11 River dump onto the 13 River driveway causing ice buildup frequently).

Jordan Garrow
1776 Construction
04/03/2025
Wishik (Front Door)



13 River St. Existing Door

80"

36" wide door

72"



13 River St. New Door



Customer Quote

Quote: 5009795
Date: 04/01/25
Page: 1

BETHEL MILLS INC-B-BPD
40 MARSH MEADOW RD
PO BOX 61

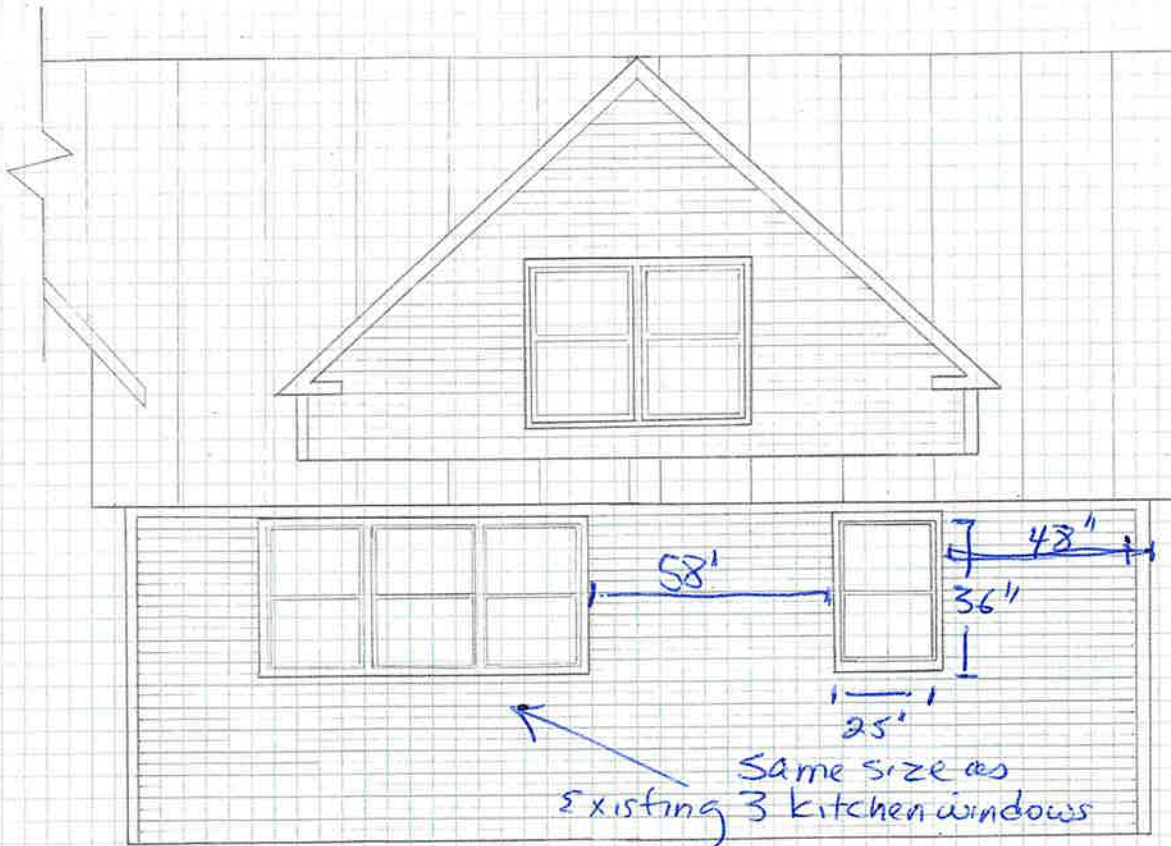
BETHEL VT 05032
(802)234-9951

Reference:				
Quantity	UOM	Item/Description	Price/UOM	Amount
1.0000	EA	EXT SU EXTERIOR DOOR UNIT FIBERGLASS DOOR, SMOOTH PRO CRAFTSMAN, SGL W/2 SDLTS, FINISH DR & SDLTS & FRAME, CONT SILL, POST, STAT-LH-STAT, IS, 3-0, 6-8 HGT, SPC866LE, APP 2VLT SDL (2W1H), 7/8 FLAT SDL, NO SHELF, 1-0 SDLT, SPC820LE, PVC SIDELIGHT STOPS, PVC SIDELIGHT STOPS, SGL BORE & 218 DBLT BORE, PREP JAMB FOR DBLT, SQUARE RADIUS HINGE, ANT BRASS HINGE, 4-9/16, COMP PRMD FRM/WHCAP POST, BRONZE COMPRESSION WS, WHITE OAK SILL, NO CASING, 3-1/2 HORNS, DOOR & SDLTS DIFF COLORS, PAINT DR 2 SIDES 1 COLOR, PAINT, CURRANT, PAINT SDLT 2 SDS 1 COLOR, PAINT, BLACK, PAINT FRAME EXT & INT, BLACK, CLEAR COAT SILL		



13 River St. Rear Right Facade

Jordan Garraw
1776 Construction
04/04/2025
Wishok. (Rear Changes)



13 River St. Rear Right Facade




SOLD BY:

40 Marsh Meadow Road, Bethel, VT
05032

SOLD TO:

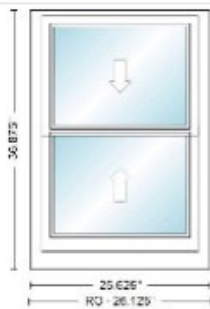
CREATED DATE
4/1/2025

LATEST UPDATE
4/1/2025

OWNER
Matt Madden

Abbreviated Quote Report - Customer Pricing

QUOTE NAME	PROJECT NAME	QUOTE NUMBER	CUSTOMER PO#	TRADE ID
1776	WISHIK	7299835		

ORDER NOTES:
DELIVERY NOTES:


Item	Qty	Operation	Location	Unit Price	Ext. Price
100	1	AA	None Assigned		

RO Size: 26 1/8" x 36 7/8"

Unit Size: 25 5/8" x 36 7/8"

TW20210, Unit, 400 Series Double-Hung, Equal Sash, Installation Flange, Black Exterior Frame, Black Exterior Sash/Panel, Pine w/White - Painted Interior Frame, Pine w/White - Painted Interior Sash/Panel, AA, Dual Pane Low-E4 Standard Argon Fill Stainless Glass / Grille Spacer, Traditional, 1 Sash Locks Black, WhiteJamb Liner, Black, Full Screen, Aluminum

Optional Lock Hardware 1: TW Traditional Black PN:9069434

Insect Screen 1: 400 Series Double-Hung, TW20210 Full Screen Aluminum Black PN:9128714

Unit #	U-Factor	SHGC	ENERGY STAR	Clear Opening/Unit #	Width	Height	Area (Sq. Ft)
A1	0.3	0.31	NO	A1	21.8750	13.7500	2.10000

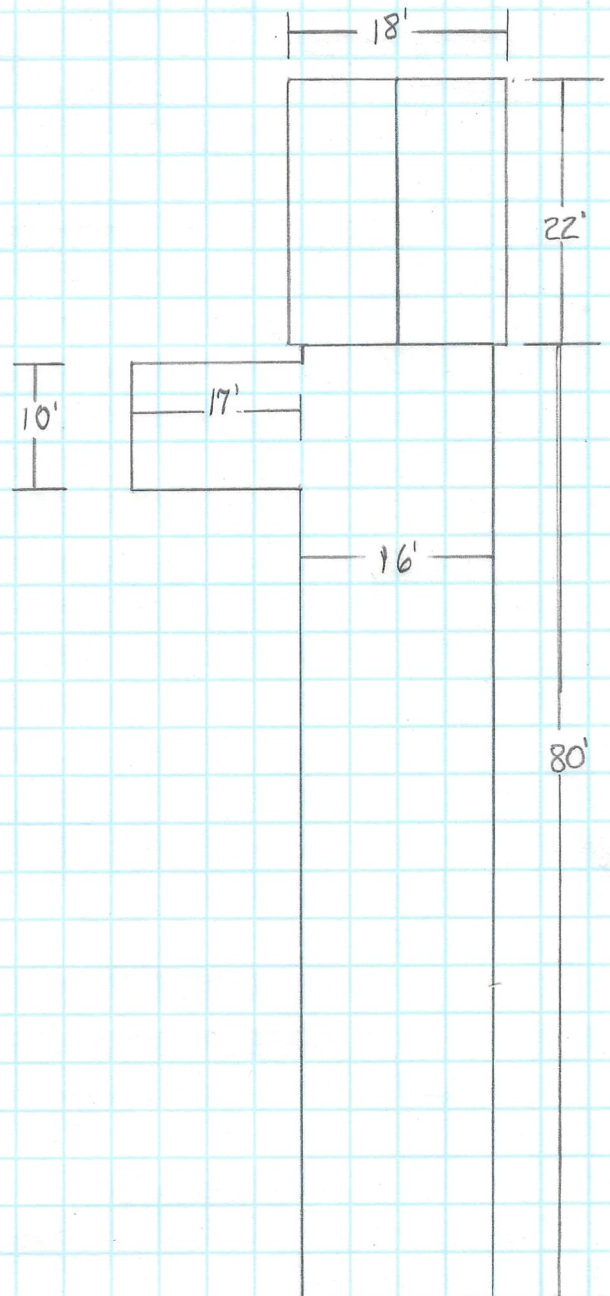
13 River St.
Existing driveway



Expect digging to a depth of 9".



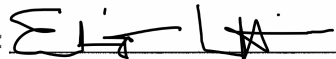
Jordan Garrow
1776 Construction
04/14/2025
Wishik Driveway



13 River St, Woodstock VT 05091

Woodstock Planning & Zoning Application

All applicants must be the owner, the owner's attorney, or authorized agent of property described herein. A person holding a binding agreement to purchase property may sign application by providing written proof of such agreement. If an agent or attorney will represent or speak on owner's behalf, owner must complete the agent portion of this application.

Applicant: Eliza Laffin Phone: 415-819-3319 Email: elizalaffin@gmail.com
Address: 33 Central Street City/Town: Woodstock State: VT Zip Code: 05091
Co-Applicant: _____ Phone: _____ Email: _____
Address: _____ City/Town: _____ State: _____ Zip Code: _____
Signature(s): 

*What is the best way to contact you? Phone or Email Email

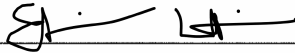

*What address would you like your Notice of Hearing/Permit mailed to? Same as above

Agent Authorization

(a representative speaking on behalf of the owner/applicant)

I, Eliza Laffin owner of property located at 33 Central Street Woodstock, Vermont, hereby designate as my agent.
Name of Agent: Doug Sonsalla Phone: 802-275-5110 Email: dougs@studionexusarch.com
Address: 46 S. Main St. City/Town: White River Junction State: VT Zip Code: 05001

Agent may be accepted as though made by me personally, and I understand that I may be bound by an official decision made based upon such representation

Signature:  4/18/25  4/18/25
Eliza Laffin, Owner Douglas J. Sonsalla, Agent

Parcel ID Number(s): 23.56.08.000 Address: 33 Central Street Zoning District: Central Commercial Overlay District: _____

Proposal of project: _____

Buried propane tank, see attached for a description of the work.

To bury a propane tank, relocate electric panel and meters, build a raised granite island with bollards, install a wooden trash enclosure fence, and construct an accessible ramp.

----- Planning & Zoning Office Only -----

Village Design Review Hearing Date: 05/07/25 Village Development Review Hearing Date: 05/14/25

Town Development Review Hearing Date: _____ South Woodstock Review Hearing Date: _____

Planning Commission Hearing Date: _____ Conservation Commission Hearing Date: _____ Administrative: _____

Date Recvd: 04/18/25 Date Complete: 04/21/25 By: EC Application #: V-0031-25

Review Fee: \$375 Itemized Fee: \$290 Recording Fee: \$15 Total Fee: \$680

Paid: cash _____ check _____ MuniPay: _____ Payment Date: _____

33 Central, Woodstock Vt - Zoning Application

April 18, 2025

Description of Work

A permit from the State Fire Marshal has been granted to address comments from previous Fire Marshal reports and Life Safety and accessibility issues sufficient for the owner to safely and responsibly operate a restaurant on the first floor, rent out the basement mercantile area and continue use of the apartments on the second and third floors.

The project team met with the Village Trustees and has been granted approval to place a buried propane tank in an unused portion of the parking lot behind the building. The space will be leased from the Town and an easement granted for the restaurant.

The following information was prepared for and presented to the Village Trustees.

We are hoping to open a much-needed restaurant in the Village—in this case a pizza restaurant in the space once occupied by the Mountain Creamery. The building and the restaurant are and will be locally owned and operated.

Recent code changes have presented challenges in meeting the clearance requirements for locating exterior propane tanks to provide gas for cooking equipment in the proposed pizza restaurant at 33 Central. When the Mountain Creamery occupied the space, the electrical panel and meters were in the basement while the propane tanks were located outside and just behind the building – at the time the meters and tanks were sufficiently separated.

New codes require the existing electric panel and meters to be relocated to the outside of the building. The only viable location available is at the back of the building. Additionally, all venting and propane tanks must be ten feet from the new electrical panel.

A recent survey indicates the property line is six feet off the rear of the building. This area will be used for an accessible ramp into restaurant, which is a code requirement when updating buildings to accommodate patrons with accessibility needs. With the required ramp, there is no space remaining on the owner's property to legally place the propane tank given the code restrictions and setbacks.

Can the equipment be run using electricity?

The only profitable way to utilize electric pizza ovens is with a three-phase service. Using two-phase electric to run two pizza decks would make a pizza restaurant

economically unfeasible due to the high rates and inefficiency of two-phase service – i.e. it doesn't pencil out and will not be a sustainable business model.

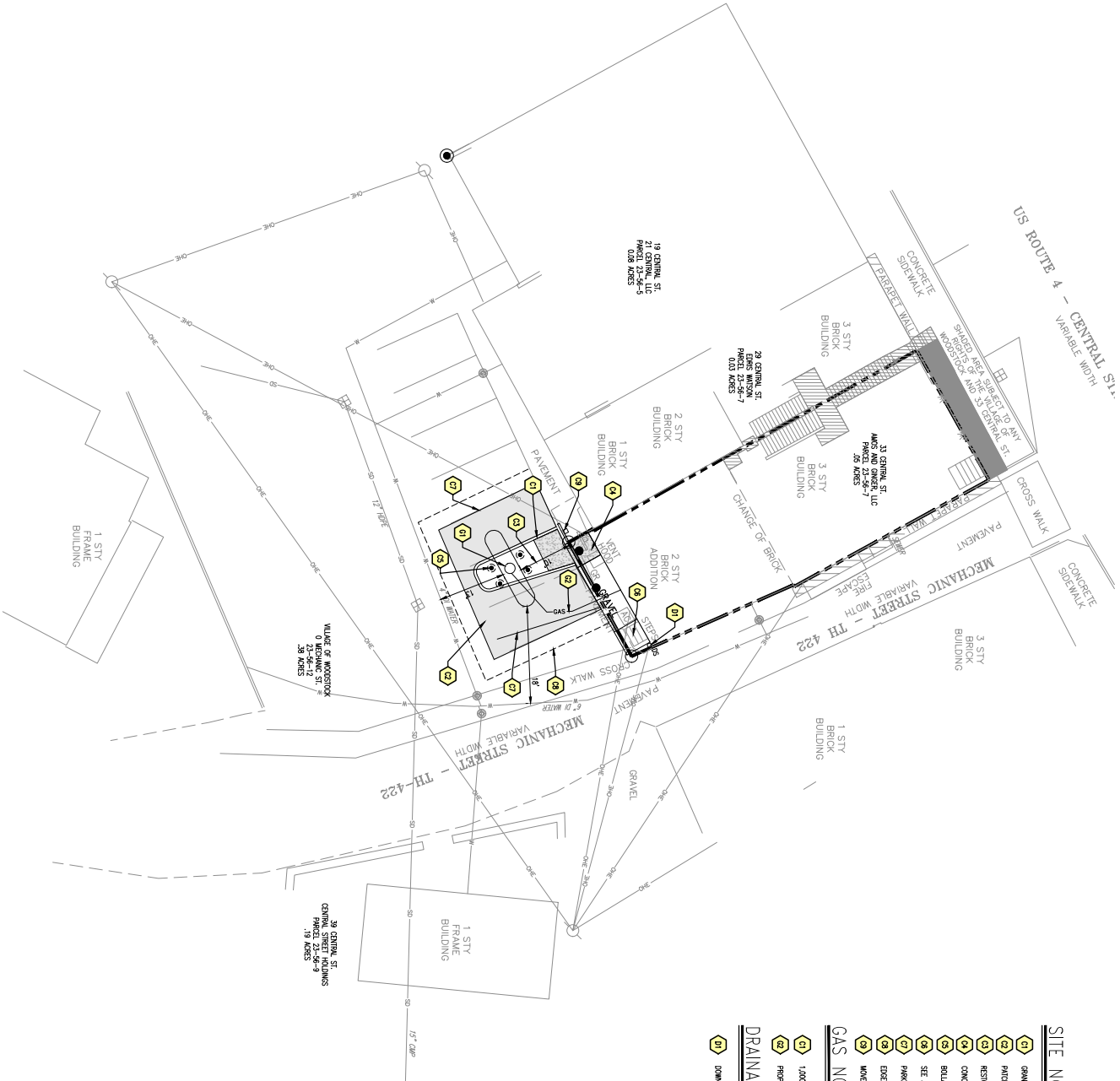
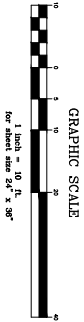
Additionally, the three-phase system that is available is antiquated and not compatible with current standards. If 33 Central were to have new, modern three-phase installed, the entire existing three-phase system would require replacement in each building where it currently is provided—an expense that this single project cannot financially bear.

The architect, civil engineer, and LP supplier reviewed four potential locations for the tank and determined that the location behind the building was the most suitable, which was the option presented and approved by the Village Trustees.

The propane tank will utilize the small unused, non parking space, paint-defined wedge of pavement at the east side of the parking lot adjacent to the paint-defined walkway that runs through the alley to the visitor's center, which was used for a dumpster in the past. By shifting this wedge shaped space to the west by 18' or two parking spaces, it provide sufficient space to accommodate a 1,000 gallon buried propane tank while maintaining recommended clearances to buildings and underground water pipes.

A raised island will be made of sloped granite curbing, which will elevate the grade approximately six inches, with the buried propane tank and fill cover centered in the island, and protected by concrete filled steel pipe bollards to protect the infill area.

The raised island will be landscaped with mulch/grass and day lilies and a trash enclosure fence for a tidy appearance.

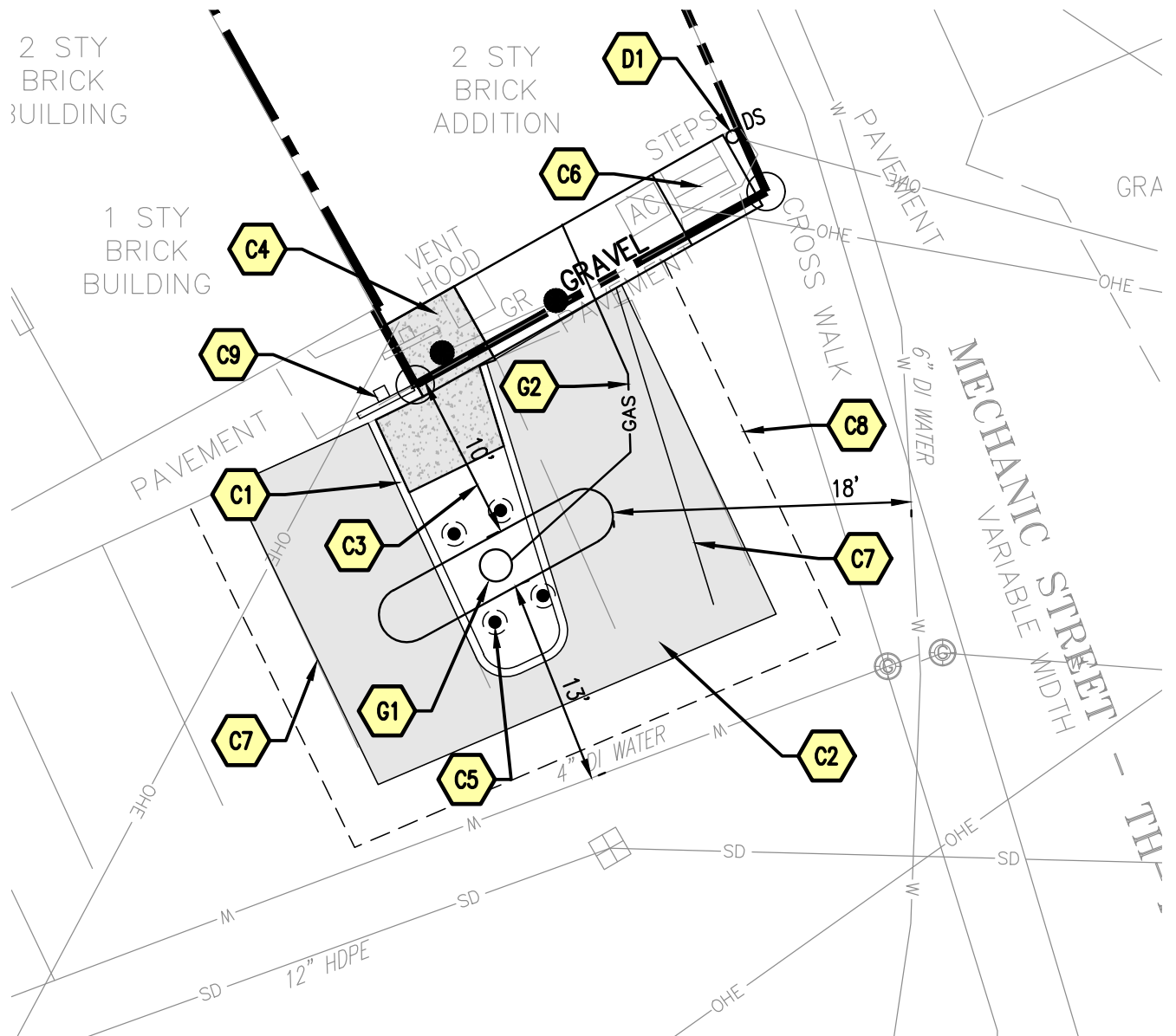


SITE NOTES

- C1 GRANITE CURB
 - C2 PITCH PAVEMENT
 - C3 RESTORE WITH 6" OF TOPSOIL AND GRASS
 - C4 CONCRETE LEVEL, LANDING PAD AND ACCESS WALK
 - C5 BUILT-UP WITH DRY COVER (TPO)
 - C6 SEE ARCHITECTURAL AND STRUCTURAL PLANS FOR RAUP, UPPER LANDING AND BUILDING
 - C7 PARKING SPACE LINE
 - C8 EDGE OF 1" DEPTH OF COLD WALL (SEE XEWA)
 - C9 MAKE PARKING SIGN
- GAS NOTES**
- C1 1,000 GALLON BURIED PROPANE TANK, COORDINATE INSTALLATION WITH GAS COMPANY.
 - C2 PROPANE LINE, COORDINATE INSTALLATION WITH GAS COMPANY.

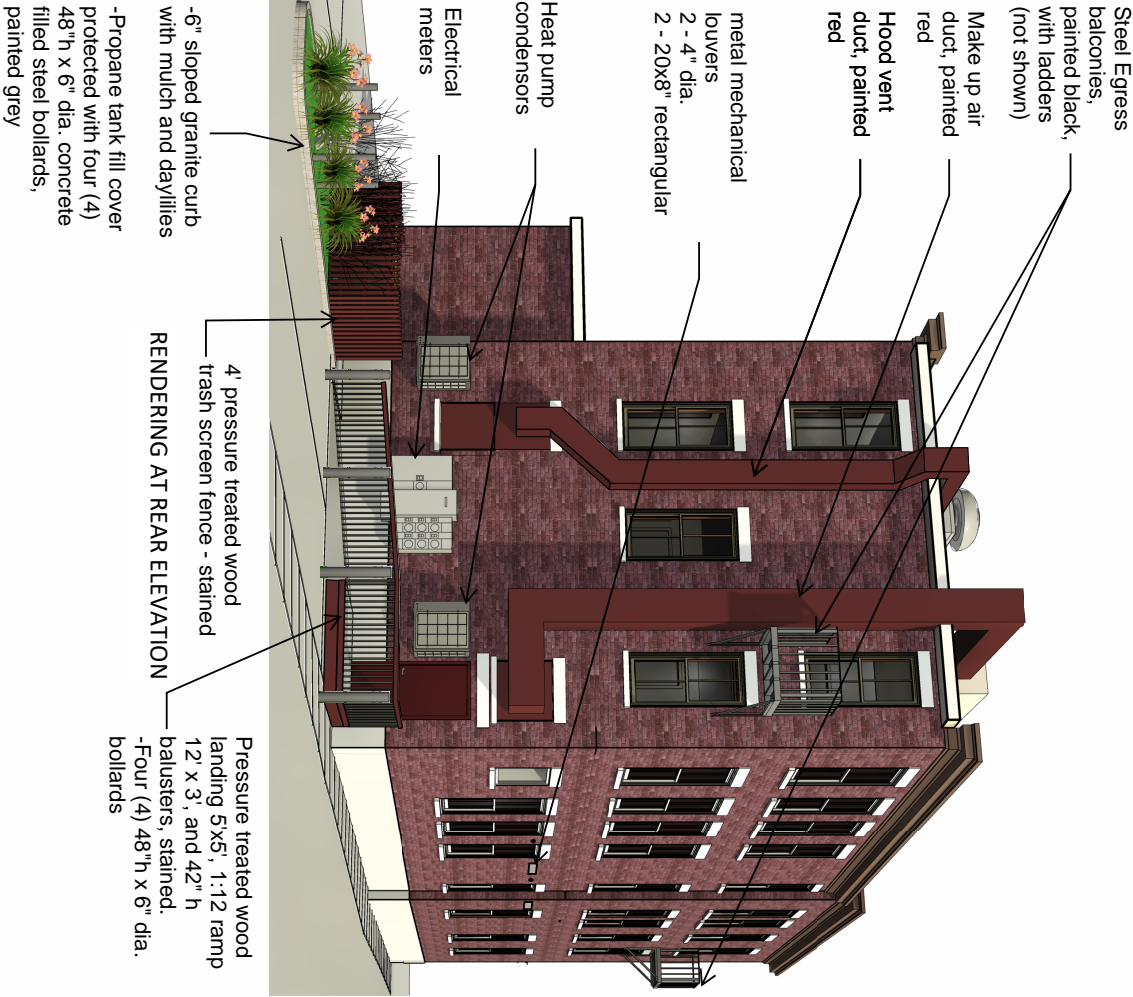
DRAINAGE NOTES

- C1 DOWNSPOUT





PHOTOGRAPH OF EXISTING CONDITION



Red Apron Pizzeria

EXISTING CONDITIONS & PROPOSED

SK-1



STUDIO NEXUS
ARCHITECTS + PLANNERS
PO Box 275, White River Junction VT 05001
802.275.5110 | www.studionexusarch.com

April 18, 2025

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

VILLAGE DESIGN ADVISORY COMMITTEE
Wednesday, April 16, 2025, at 4:00 PM

Members Present: Ellen Phillips Soroka, Jack Rossi, and Beverly Humpstone

Staff Present: Stephanie Appelfeller and Emily Collins

Public Present: Will Hurd, Jim Pulver, Kim Gaines, and Frank Horneck

Called to Order:

The meeting was called to order at 4:05 PM.

PUBLIC HEARINGS

A. V-0024-25 – Woodstock Investments LLC

Location: 6 Central Street

Parcel ID: 20.52.38.000

Proposed Development: To install a new awning.

Will Hurd presented his proposal for a new awning at Echo Market. There will be two shades in sage green. The Board had no concerns.

Jack Rossi motioned to approve the application as presented.

Seconded by Ellen Phillips Soroka.

Vote 3-0. Approved.

B. V-0026-25 – Zilian LLC

Location: 26 Central Street

Parcel ID: 20.52.28

Proposed Development: To amend V-0006-25 to expand deck an additional 200 sq ft, add three windows, add guardrail, and remove balcony from design.

Jim Pulver of Breadloaf presented an updated proposal for the property's renovation. The new rendering is at the same base flood elevation but depicts changes to the exterior. Jim Pulver described the changes of extending the deck, removing stairs to the basement, keeping a window on west elevation, moving two windows to eastern elevation, adding a guardrail, and no longer adding a loft and balcony. The floor plan includes two retail spaces with two bathrooms and an apartment upstairs. The Board inquired about flood safety and Jim Pulver clarified that the proposal goes above the required elevation.

Ellen Phillips Soroka motioned to approve the application as presented.

Seconded by Beverly Humpstone.

Vote 3-0. Approved.

C. V-0027-25 – Frank Horneck

Location: 39 River Street

Parcel ID: 23.51.18.000

Proposed Development: To replace existing fence with a different type to match the other existing fence.

Frank Horneck presented his proposal for a new fence. Frank Horneck described that he would like to continue a cedar fence for continuity with his neighbors and replace an old picket fence. The Board had no concerns.

Beverly Humpstone motioned to approve the application as presented.

Seconded by Jack Rossi.

Vote 3-0. Approved.

APPROVAL OF MINUTES – 03/05/25

Jack Rossi motioned to approve the minutes as presented.

Seconded by Ellen Phillips Soroka.

Vote 3-0. Approved.

Other Business: None.

Adjournment:

Meeting adjourned at 4:35 pm.