



Certified Local Government Program

2025 CLG Grant Application

**FFY 2025 grant funding provided by the
National Park Service/Historic Preservation Fund**

Grant Period: October 1, 2024 – September 30, 2027

**Vermont Certified Local Government Program
2025 Grant Application Form**

Application Deadline: On or before 4:30 PM, Monday, December 16, 2024.

What to Submit: All application materials must be submitted prior to the application deadline. A complete application consists of the following items, in the following electronic formats:

- Application Form, signed by the applicant, the Chair of the CLG Commission, and the Chief Elected Local Official (or designee). Submit a scanned PDF of the complete application with all signatures.
- Proposed Budget Form, signed by the Chief Elected Local Official (or designee). Submit the following:
 - a scanned PDF of the signed Proposed Budget Form, and
 - an MS Word version of the Proposed Budget Form.
- Any supporting materials, such as photographs, reports, assessments, etc. that support and inform the proposed project. Submit these materials as PDFs.

How to Submit the Application: Please submit all the above items as attachments to an email message, identified as follows:

Email Subject Line: *[Woodstock Village HPC] – 2025 CLG Grant Application*

Attachments: *[Woodstock Village HPC] – Application Form (PDF)*
[Woodstock Village HPC] – Proposed Budget Form (PDF & Word)
[Woodstock Village HPC] – Supporting Materials (PDF)

Where to Submit: All application materials should be submitted electronically via email to Lindsay.Pacheco@vermont.gov

**If you have any questions about the application process, please contact
Laura V. Trieschmann at 802-505-3579 or laura.trieschmann@vermont.gov**

**Vermont Certified Local Government Program
2025 Grant Application Form**

To complete this Grant Application, simply click in the gray text boxes and type your responses. Please keep your responses as concise as possible and specific to the proposed project.

Name of CLG Community: Woodstock Village H P C

Name of CLG Coordinator: Phillip W. Neuberg, FAA **Telephone:** (571) 536- 9254
Email: neuberg.phillip@gmail.com

Mailing Address: Woodstock Village HPC, 31 The Green, Woodstock, VT 05091

Name of Municipal Treasurer: Charles Degener, III **Telephone:** 802-457-3611
Email: clerk@townofwoodstock.org

Project Name: Woodstock Village Design Guidelines

Will this project be administered by a designated third party? Yes or No

If yes, name of organization: Not Applicable

Project Category: Please check the appropriate category below and provide the requested information as indicated or on a separate page.

Priority I Projects

Top priority in the selection of projects and award of grant funds is given to Priority I projects.

- Survey Project.** *Please describe in Project Summary:*
 - purpose of the project;
 - area to be surveyed (indicate on map);
 - estimated number of properties to be surveyed;
 - estimated number of acres to be surveyed;
 - status of completion of town-wide or city-wide survey; and
 - plans for completion of survey.

- National Register Project.** *Please describe in Project Summary:*
 - purpose of the project;
 - building or historic district to be nominated (indicate on map);
 - property type or theme for Multiple Property nomination;
 - for a historic district, the number of contributing properties within the district;
 - status of completion of town-wide or city-wide survey;
 - plans for completion of survey; and
 - status of survey through the National Register process.

- Preservation Planning Project.** *Please describe in Project Summary:*
 - purpose of the project;
 - area to be covered by the plan (describe and indicate on map);
 - status of completion of town-wide or city-wide survey, and plans for completion of survey; and
 - status of survey through the National Register process.

- Information and Education Project.** *Please describe in Project Summary:*
 - purpose of the project;
 - audience, methods and products;
 - status of completion of town-wide or city-wide survey, and plans for completion of survey;
 - status of survey through the National Register process; and
 - status of historic preservation planning.

- Pre-Development Project.** *Please describe in Project Summary:*
 - purpose of the project;
 - property or area to be covered by the plan (describe and indicate on map);
 - scope of work and products;
 - status of completion of town-wide or city-wide survey, and plans for completion of survey;
 - status of survey through the National Register process; and
 - status of historic preservation planning.

Priority II Projects

Awarded only if grant funds remain after all Priority I projects have been selected.

- Development Project.** *Please describe in Project Summary:*
 - purpose of the project;
 - property or area to be covered by the plan (describe and indicate on map);
 - scope of work and products;
 - status of completion of town-wide or city-wide survey, and plans for completion of survey;
 - status of survey through the National Register process; and
 - status of historic preservation planning.
 - Please include a location map showing the footprint of the building, the parcel boundaries, and any areas of possible ground disturbance resulting from the project.

Project Summary (please address the items noted in the Project Category selected above):

Renowned worldwide as one of the best preserved early New England Villages, the historic fabric and setting of Woodstock Village are quintessential to its social meaning, visual character and regional economic value. Woodstock has essentially been curated over the years through careful and informed planning and zoning. As our community grows, we are encouraging smart growth involving high densities and compact settlement patterns, necessitating careful attention to building design as a means of developing public support and ensuring that new development enhances community character and heritage. Public Education and Design Guidelines are a must to ensure the ongoing vitality of Woodstock Village.

Woodstock Village was first listed as a National Register Historic District (NRHD) in 1973, fifty plus years ago; and resurveyed and appropriately amended in 2021. The Woodstock Village NRHD includes over 550 buildings, 11 structures, 6 contributing sites and 8 objects set within about 408 acres located in the northeast portion of the Town of Woodstock. From the National Register of Historic Places nomination and listing: "The village is in the relatively fertile intervale where the Barnard Brook flows into the Ottauquechee River from the north and the Kedron Brook flows into it from the south. It is surrounded by forested hills, with the highest nearby

peaks being Mount Tom (1,340 ft amsl) to the northwest and Mount Peg (1,080 ft amsl) to the southeast.”

The current Woodstock Village Zoning Regulations address policies and procedures for proposed changes to properties (rehabilitation, new construction, and demolition), and includes a “Design Review District” within the Village that was mapped decades ago and amended along the way. This “Design Review District” includes properties fronting Rte 4 and extending northward up Elm Street to the Ottaquechee River and southbound along Rte 106 (South Woodstock Road) nearly to the Village boundary. Many village properties sit outside these boundaries and while they are fully visible from within the “Design Review District” they are not currently governed by the Design Review District Map. Due to steep topographical rises along the southern edge of the Village center, where it abuts Mount Peg, and the northern edge where it abuts Mt. Tom, many historic properties are within the pedestrian’s viewshed. A further complicating matter is that the “Design Review District” and the NRHD boundaries do NOT align.

This project, through the aid of a consultant*, is intended to result in the development, drafting and public notice for new Design Guidelines for the Village, and includes goals to

- Align the boundaries of the “Design Review District” with the current amended NRHP Historic District
- Gather input from the Municipal Manager and staff, Director of Planning and Zoning, additional professional staff, the Design Review Board, the Planning Commission, elected officials and the residents to develop design guidelines for proposed property changes. (Note that concurrent with this discreet effort to revise the Village Design Guidelines, the Town Planner and the Selectboard will be working with Two Rivers - Ottauquechee Regional Commission to update the current Zoning Ordinances.)

The new Design Guidelines would also help provide

- A basis for making fair permitting decisions
- Consistency in design review
- Incentives for investment
- Property value enhancement
- A tool for education and preservation
- Protection of Woodstock Village as an attractive destination
- A useful component as Woodstock revises Zoning Ordinances and updates its Town Plan.

Consisting of written and graphic information in a printed, book format, the guidelines will be key support materials for administering design review and may be used to advantage by commissions, boards, and applicants alike in the review process.

*It is anticipated that the CLG grant, if awarded, would pay the professional fee of a preservation planning consultant to assist with the development of these guidelines.

Please Answer the Following Questions:

1. How will the public be informed about the purpose of this project and the value of historic preservation? (note: public information and education is a required component of *all* CLG grant projects)

The VHPC will use the following media to promote various phases of the project:

- *A link of the Town Website to more detailed information about the grant, the schedule, and POCs*
- *An announcement on the website of the Preservation Trust of Vermont*
- *A notice in the Vermont Standard, a weekly local newspaper serving the Upper Valley*
- *Advance Warnings, in accord with state laws, for each public meeting involving the development of the Guidelines*
- *A meeting at the Woodstock History Center given likely membership interest in this topic*

Because the Guidelines will be developed in draft format, there will be ample opportunity for public input. The Woodstock Village HPC would welcome input from the VT SHPO to the extent staff time is available.

2. Describe the impact that this project will have on historic resources. Will it be significant and long lasting?

Preserving the character of the Woodstock Village is ever more important in our exponentially fast-paced world. With the right historic preservation tools, residents can be assured that the beauty, uniqueness and historic authenticity of the Village that drew them or keeps them here can be perpetuated into the future. This is particularly important in a small village that is challenged by both the benefits and dangers of ever greater tourism, new second homeowners, shifting economics, and changing demographics. Often historic communities have found that the philosophical principles in The Secretary of Interior's Standards for the Treatment of Historic Properties have been proven to be important in the successful administration of historic districts. Sometimes they are cited within a preservation ordinance as part of the design review criteria. Sometimes they are referenced in the ordinance as the required basis for development of a local design guideline. The VHPC is envisioning Design Guidelines that will be used for:

- A. new construction within the Historic Design Review District*
- B. existing alterations to Historic District properties*
- C. identifying which innocuous property improvements (in-kind repair, reroofing, etc.) do NOT require design review*

3. Does this project focus on disaster preparation, mitigation, and resilience? If yes, please explain how.

Yes -or- No

If yes, please describe:

4. Describe the project schedule assuming starting date of **May 2025** and completion date of **August 1, 2027**. List dates for subcontracting with consultants, on-site meetings, delivery of draft products, such as survey and National Register forms, and public meetings, as applicable. All products, including a final project report and auditable financial documentation, are due by the completion date.

DATE	Task/Product Completed
1/23/2025	SHPO notifies applicants of grant awards
5/2025	Executed Grant Agreement
<i>6/30/2025</i>	<i>Consultant contract award made</i>
<i>11/11/2025</i>	<i>Woodstock Village Trustees Public Meeting: Field Work and Draft Report (July-Nov)</i>
12/1/2025	First Progress Report Due
<i>3/10/2026</i>	<i>Woodstock Village Trustee Public Meeting: Public Information and Input Winter and Spring 2026</i>
4/1/2026	Second Progress Report Due
<i>11/10/2026</i>	<i>Woodstock Village Trustee Public Meeting: Final Draft for Comment</i>
12/1/2026	Third Progress Report Due
<i>12/31/2026</i>	<i>Final Guidelines made available to Woodstock Village HPC</i>
4/1/2027	Fourth Progress Report Due
<i>4/13/2027</i>	<i>Woodstock Village Trustee Public Meeting: present Final Guidelines</i>
8/1/2027	Completion Date: Deadline to submit final project report, final product, and request reimbursement
9/30/2027	Deadline for SHPO to process payment requests and disburse grant funds

5. Who will participate in the project and what will they do? Relate the personnel listed in the budget (CLG staff and commissioners, consultants, volunteers) to their role in completing the project.

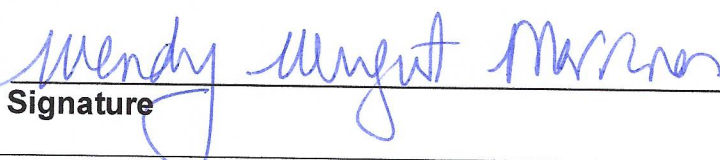
(Volunteer) **Village Historic Preservation Commission Chair:** coordinate with consultant
 (Volunteer) **Village Historic Preservation Vice-Chair:** review drafts, collate comments
 (Volunteer) **Village Historic Preservation Secretary:** keep notes for progress reports
 (Grant) **Contracted Preservation Consultant:** draft, review, and present Design Guidelines
 (Village Staff) **Municipal Manager:** approve agendas and attend Village Trustee Meetings
 (Village Staff) **Chief of Staff:** Coordinate availability of staff
 (Village Staff) **Director of Planning and Zoning:** advisory role regarding Village
 (Village Staff) **Assistant to the Boards and Commissions:** warn meetings and agendas
 (Volunteer) **Village Trustees (Board of 5, governing body of CLG):** approve updates

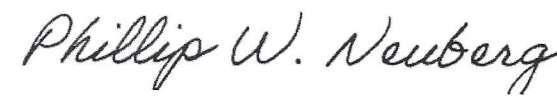
6. What are the dates of the local government's fiscal year? **July 1 to June 30**

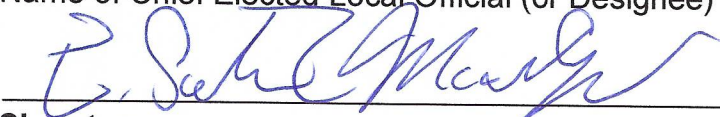
7. If applicable, what are the dates of the designated third-party administrator's fiscal year?
 to _____ or not applicable

Signatures: After completing the application, print it out and have each of the three signatories sign and date this page. Then scan the complete application as a PDF and email it as an attachment along with the other required application materials.

THIS APPLICATION IS NOT COMPLETE UNTIL ALL REQUIRED SIGNATURES ARE ENTERED BELOW:

<u>Wendy Wright Marrinan</u> Name of person preparing this application	<u>VHPC Secretary</u> Title
 Signature	<u>12/12/2024</u> Date

<u>Phillip W. Neuberg, FAIA</u> Name of CLG Commission Chair	
 Signature	<u>12/03/2024</u> Date

<u>Seton McIlroy</u> Name of Chief Elected Local Official (or Designee)	<u>Chair, Village Trustees</u> Title
 Signature	<u>12/12/2024</u> Date

Name of CLG Community: [Woodstock Village HPC, Woodstock, VT](#)

Name of CLG Project: [Development of Design Review and Historic District Design Guidelines](#)

Federal Share: \$35,748.00+ Local Share: \$23,832 (cash & in-kind match) = Total Project Amount: \$59,580

*Note: the Federal Share cannot exceed 60% of the total project amount, and the Local Share must be at least 40% of the total project amount. *hours estimated cover period of performance of 18 months as defined by the State*

CASH EXPENDITURES 1 (expenses to be reimbursed by the grant)				
Salaried Employees	# Hours & Rate	Proposed	Actual	Variance
Mike Tuller, AICP, Director, Planning and Zoning	80 x \$45/hr	3,600.00		
Stephanie Appelfeller, Woodstock Chief of Staff	24 x \$55/hr	1,320.00		
Eric Duffy, Woodstock Town Manager	12 x \$69/hr	828.00		
Total Cash Expenditures for Salaried Employees	\$5748.00			

CASH EXPENDITURES 2 (expenses to be reimbursed by the grant)				
Contracted Services	Description of Services	Proposed	Actual	Variance
<i>Vendor</i>				
Preservation Planning Firm	Estimated cost of services and deliverables (see The application for details)	\$30,000.00		
Total Cash Expenditures for Contracted Services				

CASH EXPENDITURES 3 (expenses to be reimbursed by the grant)				
Other Expenses	Description of Costs	Proposed	Actual	Variance
<i>Vendor</i>				

Total Cash Expenditures for Operating Services		\$35,748.00		
IN-KIND EXPENDITURES 1 (services to serve as match for the grant)				
Donated Time	# Hours & Rate	Proposed	Actual	Variance
<i>Name</i>				
Phillip Neuberg, HPC Chair	Senior Historic Architect - \$85/hr. x 120	\$10,200.00		
Wendy Wright Marrinan, HPC member	HP Sect \$55/hr. x 96	\$5,280.00		
Isabelle Bradley, HPC Member	HP PR \$55/hr. x 96	\$5,280.00		
Total In-Kind Expenditures for Donated Time		\$20,760.00		

IN-KIND EXPENDITURES 2 (services to serve as match for the grant)				
Donated Services	Description of Costs	Proposed	Actual	Variance
<i>Vendor</i>				
Printer	Various publications – donated printing services	\$1,472.00		
Town Web Hosting	Various Announcements for project education	\$800.00		
Woodstock Historical Society	Learning- public info sessions	\$800.00		
Total Cash Expenditures for Donated Services		\$3,072.00		

LOCAL CASH MATCH (cash to serve as match for the grant)				
Cash Match	Description of Match	Proposed	Actual	Variance
<i>Source</i>				

	Proposed	Actual	Variance
Total of All Cash & In-Kind Expenditures	\$59,580		

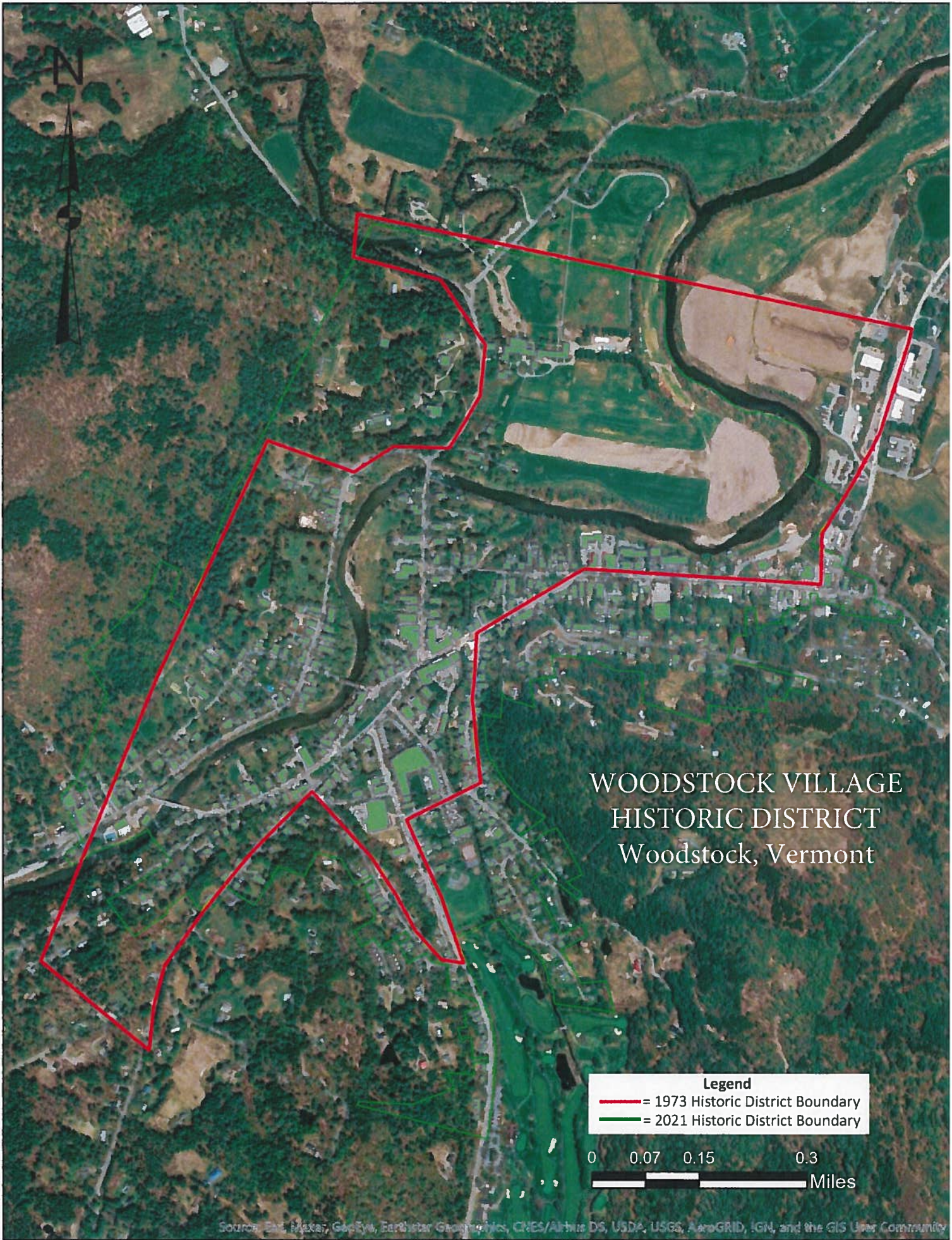
Certification: *I certify that the matching share proposed for this project does not include funding from other Federal sources, and that these funds are not being used as match against any other Federal grant application.*

E. Seton L. McAlroy

Chief Elected Local Official or Designee

12/24/2024

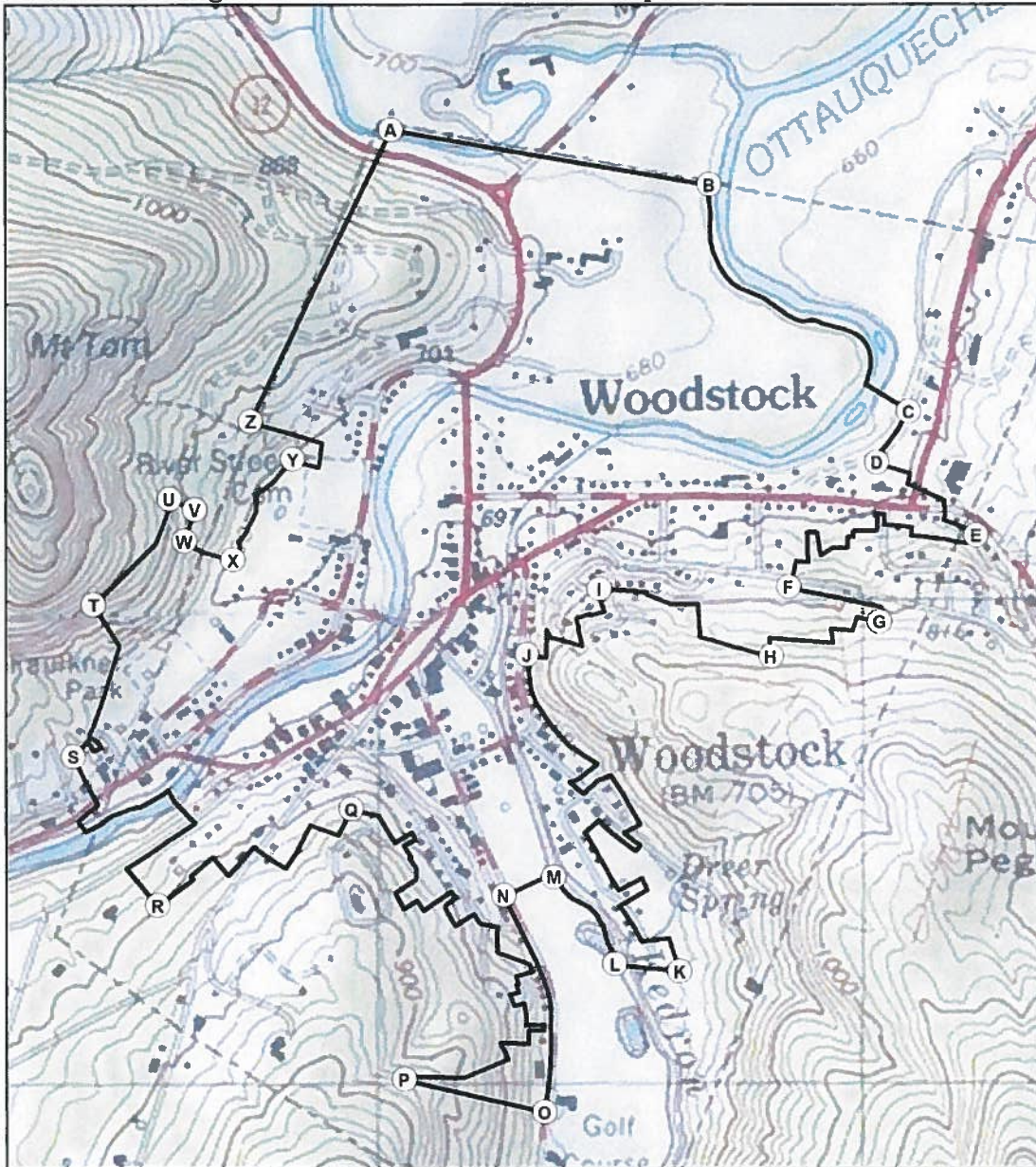
Date



Woodstock Village Historic District
 Name of Property

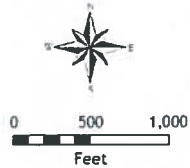
Windsor County, VT
 County and State

Woodstock Village Historic District Coordinate Map



**Woodstock Village
 National Register
 Historic District**

	Latitude	Longitude	Latitude	Longitude	Latitude	Longitude		
A	43.633899	-72.519843	K	43.618056	-72.513125	U	43.627148	-72.525727
B	43.632696	-72.511740	L	43.618231	-72.514773	V	43.626941	-72.525184
C	43.628363	-72.506814	M	43.619885	-72.516266	W	43.626360	-72.525469
D	43.627438	-72.507675	N	43.619568	-72.517555	X	43.625987	-72.524237
E	43.626024	-72.505174	O	43.615509	-72.516673	Y	43.627826	-72.522627
F	43.625160	-72.510001	P	43.616197	-72.520254	Z	43.628549	-72.523686
G	43.624465	-72.507729	Q	43.621270	-72.521393			
H	43.623875	-72.510506	R	43.619586	-72.526444			
I	43.625228	-72.514874	S	43.622409	-72.528496			
J	43.624044	-72.516769	T	43.625224	-72.527861			



**Woodstock Village Historic District
National Register Nomination
Photographs**



Photo 1.



Photo 2.

**Woodstock Village Historic District
National Register Nomination
Photographs**



Photo 3.



Photo 4.

**Woodstock Village Historic District
National Register Nomination
Photographs**



Photo 5.



Photo 6.

**Woodstock Village Historic District
National Register Nomination
Photographs**



Photo 7.



Photo 8.

**Woodstock Village Historic District
National Register Nomination
Photographs**



Photo 9.



Photo 10.

**Woodstock Village Historic District
National Register Nomination
Photographs**



Photo 11.



Photo 12.

**Woodstock Village Historic District
National Register Nomination
Photographs**



Photo 13.



Photo 14.

**Woodstock Village Historic District
National Register Nomination
Photographs**



Photo 15.



Photo 16.

**Woodstock Village Historic District
National Register Nomination
Photographs**



Photo 17.



Photo 18.

**Woodstock Village Historic District
National Register Nomination
Photographs**



Photo 19.



Photo 20.

**Woodstock Village Historic District
National Register Nomination
Photographs**



Photo 21.



Photo 22.

**Woodstock Village Historic District
National Register Nomination
Photographs**



Photo 23.



Photo 24.

**Woodstock Village Historic District
National Register Nomination
Photographs**



Photo 25.



Photo 26.

**Woodstock Village Historic District
National Register Nomination
Photographs**



Photo 27.



Photo 28.

**Woodstock Village Historic District
National Register Nomination
Photographs**



Photo 29.



Photo 30.

**Woodstock Village Historic District
National Register Nomination
Photographs**



Photo 31.



Photo 32.

**Woodstock Village Historic District
National Register Nomination
Photographs**



Photo 33.



Photo 34.

**Woodstock Village Historic District
National Register Nomination
Photographs**



Photo 35.



Photo 36.

**Woodstock Village Historic District
National Register Nomination
Photographs**



Photo 37.



Photo 38.

**Woodstock Village Historic District
National Register Nomination
Photographs**



Photo 39.



Photo 40.

**Woodstock Village Historic District
National Register Nomination
Photographs**



Photo 41.



Photo 42.

**Woodstock Village Historic District
National Register Nomination
Photographs**



Photo 43.



Photo 44.

**Woodstock Village Historic District
National Register Nomination
Photographs**



Photo 45.



Photo 46.

**Woodstock Village Historic District
National Register Nomination
Photographs**



Photo 47.



Photo 48.

**Woodstock Village Historic District
National Register Nomination
Photographs**



Photo 49.



Photo 50.

**Woodstock Village Historic District
National Register Nomination
Photographs**



Photo 51.



Photo 52.

**Woodstock Village Historic District
National Register Nomination
Photographs**



Photo 53.



Photo 54.

**Woodstock Village Historic District
National Register Nomination
Photographs**



Photo 55.



Photo 56.

**Woodstock Village Historic District
National Register Nomination
Photographs**



Photo 57.