

Woodstock Planning & Zoning Commission

MONTHLY BUSINESS MEETING

Thursday, February 15, 2024

7:30 PM

WOODSTOCK TOWN HALL, MEETING ROOM 1 & VIRTUAL via Zoom

The state statute currently allows for in person meetings unless quorum or more requests virtual meetings. Because of virtual attendance, this meeting is being recorded. This procedure has been reviewed and approved by Town Attorney Richard Roberts.

1. **Call to Order**- Chairman Jeffrey Marcotte called meeting to order at 7:31 pm
 - a. Roll Call- Noted for record: Quorum
Members Present- Jeffrey Marcotte (Chair), Joe Polulech, Joseph Adiletta, Aaron Farbo, Dwight Ryniewicz, Syd Blodgett, Mark Blackmer, John Day, David Morse
Members Present via Zoom - none
Members Absent- Doug Porter, Dean Gould, Timothy Young
Others Present- Delia Fey (Town Planner), Cameron James (Assistant Planner), Laura & Ray Curley, Pete Parent, Dario Ciovacco, Dana Chapman, Norma Jean Nilo, Sharri Potter, Brad Favreau, Jessica Weaver Boose, Sianna Goodall, several other members of the public and Recording Secretary Amy Monahan.
Public attendance via Zoom: Paul & Diane Miller, Chris Sanford
 - b. Designation of Alternates: Dwight Ryniewicz and John Day were seated
 - c. Pledge of Allegiance: Jeffrey Marcotte led the Pledge of Allegiance
2. **Chair's Report**
 - a. Chairman Jeffrey Marcotte thanked the public for their participation in the town business and thanked all staff and commissioners for all the work done.
3. **Citizens' Comments**
 - a. None
4. **Meeting Minutes**
 - a. February 8, 2024
 - i. Joe Adiletta made a ***Motion** to approve the February 8, 2024 Meeting Minutes as presented. ***Seconded** by Mark Blackmer. ***The motion passed unanimously.**

***Motion** made by David Morse to move Appointment of Zoning Enforcement Officer forward on Agenda prior to Public Hearing. ***Seconded** by Aaron Farbo. ***The motion passed unanimously.**
5. **Public Hearing**
 - a. #SP565-07-05M Woodstock Academy – 150 Rt 169 (map 6395 block 64 lot 11) Special Permit Modification for construction of 4 tennis courts to replace soccer fields at WA South Campus
 - i. Jeffrey Marcotte opened the public hearing at 7:45 pm. It was noted for the record that the Legal Notices for this hearing were published in The Villager Newspaper on February 2, 2024 and February 9, 2024.

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- ii. David Morse recused himself from this agenda item (#SP565-07-05M Woodstock Academy – 150 Rt 169 (map 6395 block 64 lot 11) Special Permit Modification for construction of 4 tennis courts to replace soccer fields at WA South Campus).
- iii. Pete Parent is representing the applicant. He reviewed the project location and scope. The existing grass soccer field would be replaced with 4 new tennis courts and area for temporary bleachers and shade structure. The volume of existing drainage swale would be increased to accommodate for the new impervious area and drain into existing drainage system.
- iv. It was noted that no materials used in the project will contain pfas chemical.
- v. It was noted that no lighting is planned for the tennis court project. The bleachers and shade structure are moveable for winter storage. No sound system is included in the application/permit.
- vi. Design professionals questions were addressed. Pete Parent does believe that the turf can handle the erosion stress but is willing to put together a report about the topic if requested. There is no cross section available at this time as the courts design depends on funding (asphalt and concrete cross sections differ; final funds available will determine which type of court will be constructed).
- vii. Delia Fey recommends making suggested changes from Design Professional Review and resubmit the updated documents and erosion bond.
- viii. Joe Adiletta made a ***Motion** to close public hearing #SP565-07-05M Woodstock Academy – 150 Rt 169 (map 6395 block 64 lot 11) Special Permit Modification for construction of 4 tennis courts to replace soccer fields at WA South Campus. ***Seconded** by Mark Blackmer. ***The motion passed** with one abstention (Morse).

6. Old Business

- a. #SP565-07-05M Woodstock Academy – 150 Rt 169 (map 6395 block 64 lot 11) Special Permit Modification for construction of 4 tennis courts to replace soccer fields at WA South Campus
 - i. Joe Adiletta made ***Motion** to accept application #SP565-07-05M Woodstock Academy – 150 Rt 169 (map 6395 block 64 lot 11) Special Permit Modification for construction of 4 tennis courts to replace soccer fields at WA South Campus with noted conditions. ***Seconded** by John Day. ***The motion passed** with one abstention (Morse).
 - 1. Complete updated drawings and erosion control plan are submitted
 - 2. Submit a revised E&S bond amount
 - 3. No lighting or Public Announcement System will be included with this permit
 - 4. Portable bleacher and shade structure must remain as described in application

7. Public Hearing

- a. #SP661-01-24 Dario Ciovacco, 170 Joy Rd (map 7278 block 32 lot 06C) – Activity on a Scenic Road for driveway relocation
 - i. Jeffrey Marcotte opened the public hearing at 8:00 pm. . It was noted for the record that the Legal Notices for this hearing were published in The Villager Newspaper on February 2, 2024 and February 9, 2024.
 - ii. The request is for a new 12' new driveway to be installed on a scenic road. Delia Fey has notified the Highway Forman and noted that a driveway permit is needed for this application. The legal notice sign is posted on site for this application.
 - iii. The existing original driveway will be kept on the property. Pictures of the site were reviewed for the record.
 - iv. Delia Fey noted that all new driveways need driveway permits in the Town of Woodstock. Input from the Highway Foreman is needed before approval of this application.

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- v. David Morse made ***Motion** to continue public hearing until March 21, 2024 at 7:45 pm.
***Seconded** by Mark Blackmer. ***The motion passed unanimously.**

8. Old Business

- a. #SP661-01-24 Dario Ciovacco, 170 Joy Rd (map 7278 block 32 lot 06C) – Activity on a Scenic Road for driveway relocation
 - i. No action at this time.

9. New Business

- a. None

10. Review of Home Occupation Permit Applications

- a. None

11. Non-Residential Zoning Permits

- a. None

12. Plan of Conservation & Development Update

- a. No updates at this time. Jeffrey Marcotte will follow up with First Selectmen.

13. Zoning Enforcement Officer and Land Use Department

- a. Appointment of Dan Malo as ZEO starting March 4th
 - i. It was noted that total hours for position will be total hours agreed upon at hiring less the contracted hours for Wetlands Agent.
 - ii. Joe Adiletta made a ***Motion** to appoint Dan Malo as Zoning Enforcement Officer for the Town of Woodstock effective March 4, 2024. ***Seconded** by David Morse. ***The motion passed unanimously.**

14. ZEO Reports

- a. Office- No discussion
- b. Permits- No discussion
- c. Enforcement- No discussion

15. Budget Review & Bills

- a. None

16. Citizens' Comments

- a. Sharri Potter and Norma Jean Nilo noted a situation at Brookside Lane on Roseland Park Road. The town should know that the apartment complex has been purchased by a realty company out of Brooklyn New York that is trying to force out residents. She found the Affordable Housing Plan on the Town Website and noticed that her complex was in that plan. She wants to encourage that the Town of Woodstock to work hard to keep the attainable housing available in the Town of Woodstock. She is here to advocate for the Just Cause Law.
 - i. Delia Fey requested their contact information to assist by sending them information and other options to pursue.
- b. Jessica Weaver Boose asked if it was any option for the town to legally keep what affordable housing exists.
 - i. Delia noted that all properties in our town are privately owned and not deed restricted so there is no way to control the existing attainable housing.

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- c. Laura Curley noted that short term rentals are taking away from long term rental opportunities.

17. Correspondence

- a. The Commission has been sent information about the upcoming Connecticut Federation of Planning and Zoning Agencies Annual Conference on March 28, 2024. Any commission member who plans to attend needs to register and relay registration information to the Land Use Office.
- b. A reminder that the Annual Legal Training will be held at the next Planning & Zoning Meeting on March 7, 2024 at 7:30 pm March 7th. Please email questions you have for the Town Attorney to Delia Fey.

18. Adjournment

- a. Mark Blackmer made a ***Motion** to adjourn. ***Seconded** by David Morse. ***The motion passed unanimously**. The meeting adjourned at 8:51 pm.

*Respectfully submitted by Amy Monahan, Recording Secretary. DISCLAIMER: These minutes have not yet been approved by the Planning & Zoning Commission. Please refer to next month's meeting for approval/amendments.