

WOODSTOCK PLANNING & ZONING COMMISSION
REGULAR MEETING
Thursday, January 21, 2021 – 7:30 PM
ZOOM Online

In accordance with Governor Lamont's Executive Orders and social distancing guidelines recommended by the CDC in response to COVID-19, members of the Planning & Zoning Commission participated in the meeting via ZOOM online.

MINUTES

I. MONTHLY MEETING AT 7:30 PM:

a) **Call to Order:** Jeffrey Gordon called the meeting to order at 7:32 pm.

b) **Roll Call:**

Members Present: Jeffrey Gordon, Frederick Rich, Jeffrey Marcotte, Joseph Adiletta, David Morse, Mark Blackmer, Gail Dickinson, Timothy Young, Syd Blodgett

Alternates Present: Dwight Ryniewicz, Doug Porter

Absent: Nancy Fraser

Noted for Record: Quorum

Others Present: Tina Lajoie, Delia Fey, Members of the Public

Jeffrey Marcotte led the Pledge of Allegiance.

II. MEETING RULES AND GUIDELINES: Chairman Gordon briefly reviewed the rules and regulations associated with the Governor's Executive Orders relative to conducting meetings via Zoom Online during COVID-19.

III. DESIGNATION OF ALTERNATES: None.

IV. CHAIR'S REPORT: Chairman Gordon thanked the Commissioners and staff for their ongoing work with the Planning & Zoning Commission. A Planning meeting is scheduled for February 4, 2021. Dr. Gordon stated one item for discussion is the Strategic Plan, which will be distributed to Commissioners prior to the meeting. The legal training meeting is scheduled for Thursday, March 4, 2021. He requested Commissioners forward any questions/comments they may have for this meeting prior to the date. The CT Bar Association's Land Use Law Program is scheduled for Saturday, March 6, 2021. Members wishing to attend should contact the Planning & Zoning Office to register.

V. CITIZENS' COMMENTS: None.

VI. MEETING MINUTES:

a) December 17, 2020 Regular Meeting

Motion was made by Gail Dickinson, and **Seconded** by David Morse, to **Approve** the December 17, 2020 Regular Meeting minutes as presented. David Morse **Abstained**. **The motion passed.**

VII. PRELIMINARY DISCUSSION: None.

VIII. NON-RESIDENTIAL ZONING PERMIT:

a) YMCA Camp Woodstock (Applicant: Holly Dearborn) – 42 Camp Road – Montessori school location in dining hall

Doug Porter recused himself from this agenda item. NDDH provided a response to this application indicating there was no action required by the local health department at this time.

Motion was made by Joseph Adiletta, and **Seconded** by Timothy Young, to **Approve** the YMCA Camp Woodstock (Applicant: Holly Dearborn) – 42 Camp Road – Montessori school location in dining hall. **The motion passed unanimously.**

IX. NEW BUSINESS:

- a) SP-96-04-M – GED Enterprise, LLC dba Bradford Standing Seam – 130 Brockway Road – Modification to a Special Permit

Chairman Gordon stated this application requires the scheduling of a public hearing.

Motion was made by Gail Dickinson, and **Seconded** by Mark Blackmer, to **Schedule** a public hearing for Thursday, February 18, 2021, at 7:45 pm for SP-96-04-M – GED Enterprise, LLC dba Bradford Standing Seam – 130 Brockway Road – Modification to a Special Permit. **The motion passed unanimously.**

X. OLD BUSINESS:

- a) 645-10-29 – Center Road LLC – 3 Lot Subdivision – Map 5126, Block 23, Lot 11

Chairman Gordon stated this application was tabled at the previous meeting.

Motion was made by Timothy Young, and **Seconded** by David Morse, to **Untable** Application 645-10-29 – Center Road LLC – 3 Lot Subdivision – Map 5126, Block 23, Lot 11. **The motion passed unanimously.**

Chairman Gordon stated the applicant's representative has requested an extension, which was distributed to Commissioners prior to the meeting. Dr. Gordon stated February 23, 2021 is the last date to review this application relative to the C.G.S. timeline. Discussion ensued regarding automatic default and other rules relating to the C.G.S. and an applicable extra time per the Governor's executive orders, with Chairman Gordon noting that the executive orders expire on February 9, 2021, unless extended.

Doug Porter suggested Atty. Roberts be consulted to better understand the extension request process. It was suggested this agenda item be scheduled for February 4, 2021.

Motion was made by Joseph Adiletta, and **Seconded** by David Morse, to **Accept** the Extension for 33 days for application 645-10-29 – Center Road LLC – 3 Lot Subdivision – Map 5126, Block 23, Lot 11. **The motion passed unanimously.**

Motion was made by Gail Dickinson, and **Seconded** by Mark Blackmer, to **Table** application 645-10-29 – Center Road LLC – 3 Lot Subdivision – Map 5126, Block 23, Lot 11 to the February 4, 2021 meeting. **The motion passed unanimously.**

XI. ZEO REPORTS:

- a) Office Update:
 - i. Permits: The ZEO Report was included in the meeting packets.
 - ii. Enforcement: Ms. Lajoie stated she has been working on some enforcement issues, some of which were included in the report.

XII. CITIZENS' COMMENTS: None.

XIII. BUDGET REVIEW AND BILLS: There were no bills to review. The FY 2021-22 budget request was submitted to the Board of Finance.

XIV. CORRESPONDENCE: None.

XV. ADJOURNMENT: Motion was made by Frederick Rich, and **Seconded** by Timothy Young, to adjourn. **The motion passed unanimously.** The meeting adjourned at 8:06 pm.

The recording of this meeting can be found here: <https://youtu.be/-tGeRg3V07o>

Respectfully submitted by Cynthia Brown, Recording Secretary. **DISCLAIMER:** These minutes have not yet been approved by the PZC. Please refer to next month's minutes for approval/amendments.