

**WOODSTOCK PLANNING & ZONING COMMISSION**  
**REGULAR MEETING**  
**Thursday, March 18, 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 7:34 pm.
- b) Roll Call:
  - Members Present: Jeffrey Gordon, Jeffrey Marcotte, Joseph Adiletta, Mark Blackmer, Syd Blodgett, David Morse
  - Alternates Present: Dwight Ryniewicz, Doug Porter, Nancy Fraser
  - Absent: Timothy Young, Gail Dickinson
  - Noted for Record: Quorum
  - Others Present: Delia Fey, Atty. Rich Roberts, Emily Hebert, Members of the Public
- c) Pledge of Allegiance: 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:** Nancy Fraser, Doug Porter, and Dwight Ryniewicz were seated.

**IV. CHAIR'S REPORT:** Chairman Gordon thanked the Commissioners and staff for their ongoing work with the Planning & Zoning Commission. He noted that April 1, 2021 is the next meeting of the Commission and is designated as a Planning Meeting. Dr. Gordon attended a virtual legislative hearing, and information on the proposed legislation can be found on the CT General Assembly website. Chairman Gordon received a letter of resignation from Frederick Rich from the Planning & Zoning Commission. Chairman Gordon thanked Mr. Rich for his many years of community service. Dr. Gordon explained the process the Commission will follow as a result of this vacancy.

Commissioner Dickinson joined the meeting. Therefore, Doug Porter was no longer seated as an alternate.

**V. CITIZENS' COMMENTS:** None.

**VI. MEETING MINUTES:**

- a) February 18, 2021 Regular Meeting

**Motion** was made by Joseph Adiletta, and **Seconded** by Gail Dickinson, to **Approve** the February 18, 2021 Regular Meeting minutes as presented. David Morse **Abstained**. **The motion passed.**

- b) March 4, 2021 Special Meeting: The March 4, 2021 meeting minutes did not make the meeting packets. The minutes will be included on the next agenda.

**VII. PRELIMINARY DISCUSSION:** None.

**VIII. NON-RESIDENTIAL ZONING PERMIT:** None.

**IX. PUBLIC HEARING – 7:45 pm:**

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

Chairman Gordon reported that the applicants have requested to withdraw their application. Therefore, the public hearing was not opened and agenda item X was no longer required.

**X. OLD BUSINESS:**

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

**XI. ZEO REPORTS:**

- a) Office Update: The ZEO Report was included in the meeting packets. There were no questions from Commissioners.
- b) Permits: Ms. Lajoie stated she is working on several permit applications.
- c) Enforcement: Ms. Lajoie is in the process of working with Rogers Corporation regarding lighting. Sherwood's Restaurant has submitted a zoning permit application for the April meeting for proposed outdoor seating.

Ms. Lajoie noted she will be transitioning out of her positions as ZEO and WEO on July 1, 2021 and is working with the First Selectman's Office to ensure a smooth transition. Dr. Gordon stated he will update the Commission as information becomes available.

**XII. BUDGET REVIEW AND BILLS:** There were no bills to review.

**XIII. CORRESPONDENCE:** None.

**XIV. ADJOURNMENT:** Motion was made by David Morse, and **Seconded** by Gail Dickinson, to **Adjourn. The motion passed unanimously.** The meeting adjourned at 7:52 pm.

The recording of this meeting can be found here: <https://youtu.be/UeecnfW3ys4>

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.