

# Woodstock Planning & Zoning Commission

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## REGULAR MEETING

Thursday, December 2, 2021

7:30 PM

WOODSTOCK TOWN HALL, MEETING ROOM 1

*The state statute currently allows for in person meetings unless quorum or more requests virtual meetings. Doug Porter has chosen to attend this meeting virtually. 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: Jeffrey Gordon called meeting to order at 7:31 pm

#### a. Roll Call- *Noted for record: Quorum*

Members Present- Jeffrey Gordon (Chair), Jeffrey Marcotte, Joseph Adiletta, Dean Gould (Alternate), Joe Polulech, Syd Blodgett, Nancy Fraser (Attended via Zoom)

Members Absent- Mark Blackmer, Doug Porter, David Morse, Timothy Young, Dwight Ryniewicz (Alternate),

Others Present- Ashley Stephens (ZEO), Delia Fey (Town Planner), Recording Secretary Amy Monahan, Member of the public Paul Miller

#### b. Designation of Alternates: Dean Gould was seated

#### c. Pledge of Allegiance: Jeffery Marcotte lead the Pledge of Allegiance

### 2. Chair's Report

- a. Thank you to all staff and commissioners for all the hard work that takes place between meetings.
- b. There has been a request to consider picking up meeting packets at the Town Hall instead of having them mailed. This request due to issues with the USPS deliveries and to reduce commission costs. Packets are done on Thursdays and can be picked up on Mondays. Please let Ashley know if you can pick up your packets so she can leave them in the lobby for you.
- c. There has been a request by the Town Hall to consider starting commission meetings at an earlier time. After discussion, the commission decided to leave meeting start time at 7:30 pm.
- d. The commission will have the annual budget discussion at our next meeting.

### 3. Public Hearing

- a. Proposed Text Amendment for the Purpose of Updating Accessory Apartment Zoning Regulations; Article IV.A and Article IV.B.2a – continued
  - i. The updated draft from previous discussions was distributed to the commission for review.
  - ii. All three lake districts still want to have the option to have Accessory Apartments at this time.

# Woodstock Planning & Zoning Commission

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- iii. The commission decided to use 1000 square feet or 50% of the home, whichever is less as maximum area for Accessory Apartments.
- iv. Minor updates were made to the draft in the wording of the document for better clarification to the reader. "Shall be" was changed to "not be greater than" in multiple locations of the text.
- v. Joe Adiletta made a **\*Motion** to close the public hearing on Proposed Text Amendment for the Purpose of Updating Accessory Apartment Zoning Regulations; Article IV.A and Article IV.B.2a. **\*Seconded** by Jeff Marcotte. **\*The motion unanimously passed** with Joe Polulech recused from the topic at hand.

## 4. Old Business

- a. Proposed Text Amendment for the Purpose of Updating Accessory Apartment Zoning Regulations; Article IV.A and Article IV.B.2a
  - i. Joe Adiletta made a **\*Motion** to approve as presented the Proposed Text Amendment for the Purpose of Updating Accessory Apartment Zoning Regulations; Article IV.A and Article IV.B.2a, setting an effective date of December 27, 2021. **\*Seconded** by Dean Gould. **\*The motion unanimously passed** with Joe Polulech recused from the topic at hand.
- b. Proposed Updates To The Land Use Fee Ordinance
  - i. The proposed updates were previously approved by the Planning & Zoning Commission in February of 2018 and sent to the Board of Selectmen. The updates clarified the mechanics of reimbursements and the wording was changed by Delia Fey and Rich Roberts to make better understood.
  - ii. Joe Adiletta requested that the vote on proposed updates take place at the next meeting to give commission members a chance to review the documents. There were no objections to this request.
- c. Updates To The Town's Affordable Housing Plan
  - i. PA 21-29 Regulations require all towns to have an affordable housing plan. Currently the deadline to submit the plan is June 1<sup>st</sup>, but that is expected to be pushed back due to the lack of the commission report with the rules for the affordable housing plans.
  - ii. The commission does need to start working on the affordable housing plan for the Town of Woodstock. Proposals will be needed to decide who the Town of Woodstock will contract with to update the POCD. Proposals will be provided for the next meeting for discussion.
- d. Updates To The Zoning Regulations For Agriculture
  - i. Paul Miller presented the following concerns to the commission
    - 1. Special Permits are not Ag friendly due to the costs and process
    - 2. The farming environment has changed and farmers now have to be creative in order to get income to keep farming

## Woodstock Planning & Zoning Commission

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3. Woodstock should be overly friendly towards farms to keep its scenic quality especially since 90% of open fields are maintained by dairy farms
4. Digesters may soon be required and regulated on a federal level and zoning needs to be flexible to meet upcoming changes. He suggested that commissioners visit the digester at Fort Hill Farms
- ii. The commission is currently discussing the different options for permitting including but not limited to special permits and welcomes all input from the Ag community.

### 5. Adjournment

**\*Motion** was made by Dean Gould and **Seconded** by Joe Adiletta to adjourn. **The motion passed unanimously.** The meeting adjourned at 9:42 pm.

Respectfully submitted by Amy Monahan, Recording Secretary.

DISCLAIMER: These minutes have not yet been approved by the PZC. Please refer to next month's minutes for approval/amendments.