

Woodstock Planning & Zoning Commission

REGULAR MEETING

Thursday, May 19, 2022

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.

Recording of this meeting can be viewed at: <https://youtu.be/VcuATjxgZSk>

1. Call to Order- Chairman Jeffrey Gordon called meeting to order at 7:33 pm

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

Members Present- Jeffrey Gordon (Chair), Joseph Adiletta, Joe Polulech, Dean Gould, Jeffery Marcotte,

Members Present via Zoom - Dwight Ryniewicz, Doug Porter, Syd Blodgett, Nancy Fraser

Members Absent- David Morse, Mark Blackmer, Timothy Young

Others Present- Delia Fey (Town Planner), Ashley Stephens (ZEO), Andrew Gadwaw, Robert Chang, Paul Cloutier, Diane Miller (Virtual), Emilie Hebert (Virtual) and Recording Secretary Amy Monahan

b. Designation of Alternates: Doug Porter and Dwight Ryniewicz were seated. Dean Gould was seated before adjournment as Doug Porter had left the meeting.

c. Pledge of Allegiance: Jeffery Marcotte led the Pledge of Allegiance

2. Chair's Report

a. Thank you to staff and commissioners for all the work you do between meetings and for attending the extra special meetings.

b. The House has signed a bill allowing for continuation of virtual meetings allowing our commission to continue without changes to the current meeting set up.

c. Reminder that the next meeting is the annual training meeting scheduled for June 2, 2022 at 7:30 pm. Any topics of concern should be emailed to Ashley Stephens this week.

3. Citizens Comments

a. None

4. Meeting Minutes

a. April 21, 2022- Special Meeting

- i. Joe Adiletta made a ***Motion** to approve the April 21, 2022- Special Meeting Minutes as presented. ***Seconded** by Jeffery Gordon. ***The motion passed unanimously.**

5. Non- Residential Zoning Permits

a. 20 Rte 169- Supreme Sheds & Barns- Andrew Gadwaw

- i. Ashley Stephens reviewed the current application documents and information including square footage currently used for the business and letter from property owner and updated map with

Woodstock Planning & Zoning Commission

proposed work area marked on site plan. Ashley has no concerns from the Zoning Enforcement perspective with this application.

- ii. Andrew Gadwaw is present per request of the commission to modify the non-residential zoning permit for Supreme Sheds & Barns approved on December 17, 2020. He desires to be able to build sheds on the property and deliver them to customers in addition to showcase and sell them on site.
- iii. It was noted that the previous special permit for the property has been voided as the mylars were never filed to the town and the previous applicant did not move forward with plans.
- iv. Joe Adiletta stated that manufacturing is not permitted in the community district according to regulations and he feels that a special permit is required for any manufacturing at this location.
 1. Jeffery Gordon stated that the decision was made a previous meeting on April 21, 2022 to modify the nonresidential permit for this business. It was also stated that the Town Attorney had been contacted in reference to this permit for advice on type of permit required.
 2. Delia Fey confirmed that previous discussion did lead to the decision of modification of nonresidential permit for Supreme Sheds and that is why the applicant is present in front of the commission at this time.
 3. Ashley Stephens shared her recollection of previous discussions where the commission found nonresidential permit included several different commercial applications such as business for profit and that is how the commission decided to modify the current permit.
 4. Joe Addiletta referred to the original permit restricting the building of sheds to only the display models on site. The original permit did not allow for manufacture of sheds to be sold to customers. He feels that manufacturing beyond the permanent display models is a different use than in the nonresidential permit scope.
- v. Joe Adiletta made a ***Motion** to deny the application 20 Rte 169- Supreme Sheds & Barns- Andrew Gadwaw because a special permit application is needed according to Article 2, Section b.3.a. ***Seconded** by Joe Polulech. After discussion, this ***motion was withdrawn**.
 1. Dwight Ryniewicz stated for the record that the application clearly states to build and deliver sheds under description of business.
 2. Nancy Fraser is concerned about the possibility of this applicant being treated differently than others due to the previous special permit application for this property
 - a. Syd Blodgett stated that treatment of applicants should be based solely on regulations, not circumstances.
 3. Doug Porter pointed out that it was stated before approval of original permit that building sheds would take place on site. His concern is if the building of sheds has exceeded the original area allowed on permit, not if building is allowed at the location. He would like to see building operations contained within a specified contained area.
 4. Joe Polulech noted that application form had special permit checked as permit type. This was filled out by property owner (who previously applied for special permit) and business owner is looking to modify nonresidential permit. Ashley confirmed that this is a modification of nonresidential permit application.

Woodstock Planning & Zoning Commission

5. Andrew Gadwaw stated he is not looking to expand to build a larger number of sheds on site. He just wants to be able to build sheds keeping the number of sheds on site at any time within the number allowed on permit.
6. Jeffery Gordon again referenced the minutes from April 21, 2022 stating the agreement of the commission to move forward with modification of nonresidential permit. Joe Adiletta again stated that manufacturing is different than displaying on site. Jeff Gordon noted that in December of 2020, Andrew Gadwaw stated that sheds built on site would be display models, not sale models for original permit.
7. Jeffery Marcotte stated that he thought that council had been obtained by Town Attorney and a decision was made to modify nonresidential permit at the April Meeting.
 - a. Jeffery Gordon proposed to table application and get clarification from Attorney Rich Roberts for the next meeting pertaining to the type of permit that should be granted for the proposed operations on this site.
 - b. Joe Adiletta agrees with this approach in order to clarify how the commission should handle this situation pertaining to manufacturing.
 - c. Ashley asked what specific additional clarification is desired. Joe Adiletta referenced Article 3 Section B.3.k in terms of manufacturing operations in community district.
- vi. Joe Adiletta made a ***Motion** to table the application 20 Rte 169- Supreme Sheds & Barns- Andrew Gadwaw to the June 16 2022 meeting in order to obtain advice from the Town Attorney to determine correct type of zoning permit for proposed. ***Seconded** by Joe Polulech. ***The motion passed unanimously.**
 1. It was decided by the commission that the applicant is allowed to continue operations allowed in the original permit until further notice.

6. Old Business

- a. None

7. New Business

- a. None

8. Preliminary Discussion

- a. Echo Farm- Robert Chang- discussion of a special permit for items sold beyond agricultural items
 - i. Jeffery Gordon stated for the record that preliminary discussions will not result in any decisions, there will be no votes and the conversations are non-binding.
 - ii. Robert Chang came before the commission to inquire about selling nonagricultural items such as crafts, reusable bags and candles in his newly expanded facility at Echo Farm. He shared the current business and plans to expand into the new building onsite. He was looking for types of products allowed and guidelines around them being defined as agricultural and nonagricultural.
 - iii. Jeffery Gordon stated that he commission is returning focus to updating Agricultural regulations in order to determine what is agricultural and what is not. He noted that his farm related items are allowed and the commission will be discussing how to regulate items not from his farm in the near future.

Woodstock Planning & Zoning Commission

- iv. Joe Adiletta noted that operations described are both agricultural and retail. The combination of these uses would require a special permit under current regulations.
- v. The commission is also discussing the special permit process and possible changes to that permit at future planning meetings. This would create better guidelines for future operations.
- vi. Delia Fey noted that home occupations have been retail in the past and that depending on the size of retail planned, they may be able to operate with a home occupation permit.
 - 1. The home occupation would be able to take place in the barn for nonagricultural sales as long as it does not exceed the size allowed under home occupation regulations. Parking would be the only challenge under this permit as farms have not parking regulations and home occupations limits parking.
- b. Paul Cloutier- Cloutier Construction & Remodeling- discussion about state property for sale across from 1 West Rod and uses for it
 - i. Paul Cloutier is a local builder who is considering purchasing the old state property at West Road to be used as a storage site for his tools and construction materials. His idea is to use conex boxes on site for storage and include an aesthetic fencing around the property. His concerns are if that would work within town regulations due to the size and shape of the property.
 - ii. After discussing plans for the site and setback regulations in town, it was found that his plans would not fit on that site.

9. ZEO Reports

- a. Office- Topics for Annual Training
 - i. Any topics for discussion at the annual training session should be emailed to Ashley Stephens as soon as possible.
- b. Permits
 - i. Permits granted have been sent to commissioners for review.
- c. Enforcement
 - i. Nothing to report at this time.

10. Budget Review & Bills

- a. The budget has been provided to the commissioners for their review.

11. Correspondence

- a. Wireless Telecommunication Facility updates at 225 Prospect St, 350 Route 198 and 156 Lebanon Hill Rd
 - i. Letters of notification for work on the above sites have been received.

12. Adjournment

- a. Joe Adiletta made a ***Motion** to adjourn. ***Seconded** by Jeffery Marcotte. ***The motion passed unanimously.** The meeting adjourned at 9:52 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.