

Woodstock Planning & Zoning Commission

MONTHLY BUSINESS MEETING

Thursday, July 21, 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.

A recording of this meeting can be viewed at: <https://youtu.be/B-ea21PUoS8>

1. Call to Order- Chairman Jeffrey Gordon called meeting to order at 7:40 pm

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

Members Present- Jeffrey Gordon (Chair), Joseph Adiletta, Joe Polulech, Dean Gould, Timothy Young, Mark Blackmer, David Morse, Syd Blodgett, Dwight Ryniewicz

Members Present via Zoom - Doug Porter

Members Absent- Jeffery Marcotte, Nancy Fraser

Others Present- Delia Fey (Town Planner), Several Members of the Public including Chandler Paquette, Jason & Jamie Beausoleil, Paul Archer, Bill Harris, Matt Frederick, Dave Koons, Gail Beausoleil, William Rewinski, and Recording Secretary Amy Monahan

b. Designation of Alternates: Dean Gould and Dwight Ryniewicz were seated.

c. Pledge of Allegiance: Dwight Ryniewicz led the Pledge of Allegiance

2. Chair's Report

a. Thank you to staff and commissioners for all the work at meetings and for what you do between meetings.

b. The Town Zoning Enforcement Officer, Ashely Stephens is no longer with us as Tuesday was her last day.

3. Citizen's Comments

a. None

4. Meeting Minutes

a. June 16, 2022 Monthly Business Meeting

i. Joe Adiletta made a ***Motion** to approve as presented. ***Seconded** by Joe Polulech. ***The motion passed unanimously.**

b. July 7, 2022 Special Meeting

i. David Morse made a ***Motion** to approve as presented. ***Seconded** by Joe Adiletta. ***The motion passed** with 3 abstentions (Blackmer, Morse & Young).

5. Non-Residential Zoning Permits

a. None

6. Old Business

a. 630-08-01- David Morse- Hibbard Road- 2 lot subdivision- about development on the lot

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- i. This subdivision was approved in 2018 without house plans. In order to complete the building process, the house plans must be approved. NDDH approval has been granted. Note for the record: David Morse is recused from this agenda item.
- ii. It was confirmed that NDDH approval was the only missing information needed for this subdivision approval.
- iii. Joe Adiletta made a ***Motion** to approve 630-08-01- David Morse- Hibbard Road- 2 lot subdivision- about development on the lot. ***Seconded** by Timothy Young. ***The motion passed unanimously.**
- b. 654-22-06- BLH Properties- 170 Lyon Hill Rd – 3 Lot subdivision
 - i. The application is complete and fees have been paid. This is minor subdivision that was tabled from last month for corrections on plans and IWWA approval. The revised plans have been received as well as all required documents for subdivision.
 - ii. Paul Archer and Bill Harris are present to represent this project. Paul reviewed changes made to plan and summarized the project. This is an 11-acre property with an existing home as one of the 3 divided lots. A neighbor has purchased a ¼ acre parcel (labelled parcel A) from the property and the property line has been adjusted. Two passing zones have been added to the driveway as well as a French drain that was requested by IWWA. There have been grading changes made to collect water from driveway before it reaches the stonewall. The driveway has been moved 35 feet to the South as requested by a neighbor to improve safety and line of site concerns. The new sight line is over 100 feet longer than required.
 - iii. Jeff Gordon noted a miscalculation on erosion sediment control bond and verified that the contingency percentage required is 15%. The bond for this project is currently 10% and must be adjusted. Jeff also noted that the property owner consent form was questioned at last meeting and that consent is need on final forms. The process for sight line determination was explained by Paul Archer at Jeff Gordon's request. Jeff Gordon raised the possibility of engineer review as there is a question of calculated sight line by highway foreman. Paul Archer used a photo and location of utility poles to show approximate 300-foot distance.
 - iv. Jeff Gordon suggested a site walk for this location to better understand the property and concerns. Paul Archer offered to stake the driveway for the commissioners. Joe Polulech is in favor of a site walk with staked driveway. Joe Adiletta feels that engineered review would be better determination of sight lines than any made at a sight walk. David Morse and Syd Blodgett agree that engineered review would be sufficient and site walk is not required for sight line concerns.
 - 1. Joe Adiletta made a ***Motion** to have Design Professionals review this plan for driveway sight line concerns including assessment of road speed limit. ***Seconded** by David Morse. ***The motion passed unanimously.**
 - v. Jeff Gordon noted that a signature block is missing on one of the plan pages.
 - vi. David Morse brought up the concern of upkeep for gravel driveways and how that changes drainage flow. Paul Archer indicated that the grading of drive at the road will control this concern.
 - vii. The owner's consent block on application was signed at the meeting.
 - viii. Syd Blodgett made a ***Motion** to table 654-22-06- BLH Properties- 170 Lyon Hill Rd – 3 Lot subdivision until August 18, 2022 at 7:45 pm. ***Seconded** by Timothy Young. ***The motion passed unanimously.**

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7. Public Hearing

- a. SP641-06-25M- Jason & Jamie Beausoleil- 290 Route 169- Rusty Relic- add retail space to barn
 - i. Jeffery Gordon reviewed the public hearing process and rules of the public hearing. He noted that this is a Planning & Zoning Meeting and Historic District concerns need to be addressed at Historic District Meetings.
 - ii. The two required public hearing signs have been displayed and required public notices were published as required. Jeff Gordon listed documents received pertaining to this application. This public hearing meets all State Statute requirements.
 - iii. Jason Beausoleil and Jamie Beausoleil have hired Matt Frederick, a contractor that specializes in barn restoration and an engineer to work on this project. Jason shared the plan to have employees park in back driveway in order to assist with parking concerns. Jason also spoke about previous concerns of decorations and noise as well as the history with the Historic District.
 - iv. Delia Fey sent a memo on June 8th and all concerns in that memo were addressed. She voiced her opinion about the previous permit not allowing a dumpster and feels that this business should be allowed to have a dumpster on the property.
 - v. Joe Adiletta noted that the original special permit hearing included concerns about expansion of the retail space and conditions were placed on that permit to address the concerns. He feels that some of the objects and activities taking place at this location that are not outlined in the current permit are areas of concern.
 - vi. Jeff Gordon noted that there are 2 parts to this application. The inside use of the barn is the concern of the Planning & Zoning Commission. The outside overhang proposed for the front of the building would be a concern for both the Planning & Zoning Commission and the Historic District. He clarified that the concerns to be decided by the Historic District will not be discussed at the Planning & Zoning meeting.
 1. Jason Beausoleil noted that the barn would need to be demolished within five years if not repaired according to the engineer.
 - vii. Syd Blodgett noted that the space in the remodeled barn could be used to hold the items currently outside the property and that would solve many concerns of the Historic District and community members. It was clarified that Planning & Zoning approval was not contingent on Historic District requirements. Dwight Ryniewicz noted that items outside were discussed with the original permit. Syd and Dwight both feel it would be a shame and bad for the Town of Woodstock to lose that historic barn to demolition.
 - viii. Matt Frederick of Quiet Corner Restoration confirmed that the overhang proposed is not structurally required but is value added in maintaining the barn.
 - ix. Joe Polulech asked about the septic and if any water would be hooked up to the barn. Jason Beausoleil stated that there is no plan to have water in the barn.
 - x. Delia Fey feels there is confusion between the roles of the Planning & Zoning Commission and the Historic District Commission. The only overlap between these two commissions is the property location.
 - xi. Doug Porter questioned the retail space allowed under the original permit. The current permit allows for only the first floor of current building and parking calculations were based on that lower square footage. He feels this will impact the plan and feels that getting an engineered

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review for parking allowances is needed. Doug Porter also asks that the commission review and clarify the allowable square footage of the original permit. Doug feels that this application is not complete as it does not accurately specify use for the proposed barn space.

1. Jason Beausoleil argued that the certificate for occupancy was given and that use of upstairs should have been considered when that was approved.
2. David Morse feels that parking with increased retail space is a valid concern that needs to be properly addressed and that engineered review is required. Syd Blodgett agrees that the safety issues with parking lots are important but warns the commission not to over build the parking lot. Joe Adiletta agrees to have engineered review and also consider the concern brought by Syd Blodgett and not overbuild the parking lot.
3. Delia Fey noted that Design Professionals can be requested to not overdesign the parking lot and plan for the Historic District while evaluating the needs for parking.
4. Joe Polulech agrees with Syd and Delia that Design Professionals should be able to review with our specific design needs.
5. David Morse made a ***Motion** to have Design Professionals review the parking needs for SP641-06-25M- Jason & Jamie Beausoleil- 290 Route 169- Rusty Relic- add retail space to barn. ***Seconded** by Mark Blackmer.
 - a. Jason Beausoleil clarified that he is looking to get permit for retail space for all of barn now although it would be long term before all space is used for retail.
 - b. Mark Blackmer clarified that the total retail space for review would be 14,000 square feet.
 - c. Doug Porter noted that the applicant needs to have his engineer specify square footage for this plan and proposed parking changes. It is the job of the applicant's engineer to design and our engineer to review.
 - d. Joe Adiletta noted that the proposal now is not to change parking and that would be the plan that needs to be reviewed. Joe would like the new employee parking spots noted on the plan.
 - e. Dwight Ryniewicz noted that increasing retail space will not directly increase the number of customers visiting the business. Mark Blackmer agrees with Dwight about the effect of retail space on number of customers.
 - f. Tim Young agrees that a clear plan must be created to send for review including square footage of retail space and all proposed parking spaces on property.
 - g. Delia clarified the location of employee parking for online attendance and that those spaces need to be included in the plan to be sent for review.
 - i. Doug Porter noted the driveway is fire access and parking could block that access. This is the type of details that need to be on the plan sent for review.
6. David Morse ****Amended** the above motion to send a revised plan that will be submitted by Jason Beausoleil for review. ***Seconded** by Mark Blackmer. **The motion passed unanimously.**
- xii. Gail Beausoleil spoke on behalf of the applicant. She noted the benefit to the Town of Woodstock that the Rusty Relic has created by bringing in people to the area. She feels that the barn addition will address concerns of the community by having space inside the barn for items currently outside.

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- xiii. William Rewinski representing the Evangelical Church noted truck traffic concerns with the site in question and asked that this concern be addressed in the decision made by the commission.
- xiv. Dave Koons gave perspective from the customer. He stated that they are phenomenal people and gave examples of how much the Beausoleil do for the community and their customers.
- xv. Joe Adiletta commented on the request of William Rewinski and requested that tractor trailer entry be considered with the engineering review.
- xvi. Joe Adiletta made a ***Motion** to table SP641-06-25M- Jason & Jamie Beausoleil- 290 Route 169- Rusty Relic- add retail space to barn until the August 18, 2022 Meeting at 7:45 pm. ***Seconded** by Syd Blodgett. ***The motion passed unanimously.**

8. Preliminary Discussion

- a. None

9. Old Business (continued)

- a. SP641-06-25M- Jason & Jamie Beausoleil- 290 Route 169- Rusty Relic- add retail space to barn
 - i. Item tabled to next meeting.
- b. Home Occupations & Business Permits
- c. Cannabis Regulations & Moratorium
 - i. Jeffery Gordon discussed the challenges to meet the moratorium deadline pertaining to Cannabis Regulations. He proposes that the moratorium be pushed out an additional 6 months and that a public hearing be scheduled for change in text amendment. This will allow for further public input on the topic.
 - ii. Joe Adiletta made a ***Motion** to schedule a text amendment public hearing on September 22, 2022 at 7:45 pm. ***Seconded** by Tim Young. ***The motion passed unanimously.**

10. ZEO Reports

- a. Office
 - i. Jeff Gordon discussed the current transition process and is in contact with Ashley Stephens as to her availability to help with current concerns.
 - ii. The Finance Department has requested that no direct communication be made with the Town Attorney without approval from the ZEO or First Selectman. Jeffery Gordon feels this request conflicts with the statutory role of commission and is requesting a follow-up conversation with the First Selectmen about this concern.
 - 1. Joe Adiletta and Dwight Ryniewicz spoke to support the authority of the Chairman to contact the Attorney as needed. No opposing comments were made by commissioners.
- b. Permits
 - i. Nothing to report at this time.
- c. Enforcement
 - i. Follow up on Supreme Sheds- Delia Fey reviewed the process to apply for a special permit and encouraged him to hire someone to assist him with the special permit process.
 - ii. Follow up on Wedding Venue request- Location on Center Road has website and held wedding recently. They do not have a permit for this activity and have been told that a permit is required multiple times.

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11. Budget Review & Bills

- a. Nothing to report

12. Correspondence

- a. Quarterly Newsletter is now available.

13. Adjournment

- a. Tim Young made a ***Motion** to adjourn. ***Seconded** by Mark Blackmer. ***The motion passed unanimously**. The meeting adjourned at 10:19 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.