SPECIAL MEETING

Thursday, August 4, 2022

7:30 PM

WOODSTOCK TOWN HALL, MEETING ROOM 1 & VIRTUAL via Zoom

*The state statue 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/Xhxe98_9-XI>

1. **Call to Order-** Chairman Jeffrey Gordon called meeting to order at 7:37 pm
	1. Roll Call- *Noted for record: Quorum*

Members Present- Jeffrey Gordon (Chair), Syd Blodgett, Jeffery Marcotte, Mark Blackmer, Timothy Young

Members Present via Zoom - Nancy Fraser, David Morse, Dwight Ryniewicz

Members Absent- Joseph Adiletta, Joe Polulech, Dean Gould, Doug Porter

Others Present- Delia Fey (Town Planner) and Recording Secretary Amy Monahan

* 1. Designation of Alternates: Dwight Ryniewicz was seated.
	2. Pledge of Allegiance: Jeffery Marcotte led the Pledge of Allegiance
1. **Chair’s Report**
	1. Thank you to staff and commissioners for all the work at meetings and for what you do between meetings.
2. **Home Occupation & Business Permits**
	1. Jeffery Gordon recapped previous discussion and how commission should focus on definition of a home occupation if to create a new level of permit between home occupation and special permit.
	2. Jeffery Marcotte feels it is very hard to put a label on everything covered under home occupation as there are all kinds of things that could be brought to the commission. He feels that the system in place is working well but requires more enforcement actions and follow thru.
	3. Jeffery Gordon shared that, according to the Town Attorney, a policy could be put in place to have the ZEO to bring home occupation permits to the commission for review if the ZEO is willing to do so.
		1. Mark Blackmer likes the idea of the ZEO sharing types of home occupations approved with the commission but still is unclear as to what is currently considered a home occupation.
	4. David Morse feels that some of the retail home occupations have gotten out of hand. For example, Buck’s and Farm to Table does not fall under home occupations due to the customer traffic at those locations.
	5. Syd Blodgett likes the idea of better understanding the types of home occupations in town before deciding how they should be changed. He would like to hear the side of the applicants as well.
	6. Tim Young feels that home occupations need to include a plan for growth in the permit process before supporting a decision.
	7. Jeffery Gordon agrees with what Joe Adiletta previously requested to have the home occupations come before the commission on a limited basis to better understand home occupations.
	8. Nancy thinks it would be very useful for the commission, ZEO and for the public as well to have discussions about home occupations. David Morse agrees that valuable information would be gained by all involved to have review and discussions about home occupations.
	9. Jeffery Marcotte made a **\*Motion** that until further notice home occupancy permit applications shall be brought before the Planning & Zoning Commission for preliminary discussion with or without the applicant before a ZEO decision is made. **\*Seconded** by Mark Blackmer. **\*The motion passed unanimously.**
3. **Cannabis Regulations**
	1. There will be a public hearing on September 22, 2022 to extend the moratorium in place for an additional 6 months.
	2. The previous discussion was about where in town cannabis operations should be allowed. Jeffery Gordon had shared the draft created by Willington on cannabis with the commission.
	3. Regulations would require having a valid state license for any cannabis operation. Some existing ordinances limit distances from schools, day cares, churches/religious organizations and other cannabis operations. Other considerations include odor mitigation, traffic concerns, security concerns, distance to residences and hours of operation.
	4. Special permits allow for more options addressing the concerns mentioned above. There can be different permitting regulations by district. The majority of the commission feels that special permits should be required for cannabis operations.
	5. Delia Fey feels that distance limits and regulations should be based on boundary lines. She also commented that outdoor consumption could create parking and noise concerns.
4. **Adjournment**
	1. Tim Young made a **\*Motion** to adjourn**. \*Seconded** by Mark Blackmer. **\*The motion passed unanimously**. The meeting adjourned at 8:44 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.