

Woodstock Planning & Zoning Commission

SPECIAL MEETING

Thursday, September 8, 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/0UB8acHtFtY>

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), Jeffery Marcotte, Joseph Adiletta, Dean Gould

Members Present via Zoom - David Morse, Dwight Ryniewicz, Doug Porter

Members Absent- Joe Polulech, Mark Blackmer, Timothy Young, Nancy Fraser

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

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

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 at meetings and for what you do between meetings.

b. The next Planning & Zoning meeting will be in 2 weeks on September 22, 2022 at 7:30 pm.

c. The Town of Woodstock has hired a part time ZEO. Dan Malo will be working in Woodstock on Tuesdays and Thursdays as the ZEO and Wetlands Agent. The town is still looking for a part time land use clerk.

3. Cannabis Regulations

a. There will be a public hearing on September 22, 2022 to extend the moratorium in place for an additional 6 months.

b. Joe Adiletta noted that the restriction by number of residents has been removed and now unlimited operations can take place per cannabis regulations with approved permit.

4. Home Occupation & Business Permits

a. Jeffrey Gordon sent out documents- current home occupation and suggested additions to the application- to the commission for review. Jeffrey Gordon suggests attaching regulations to permit applications in the future.

b. Joe Adiletta reviewed the questions he would like to see added to the home occupation application for better understanding of the type of home occupation that would take place under the permit.

c. Jeffrey Gordon brought up suggestions made by Tina Lajoie in the past for the home occupation permit and regulations, specifically if the owner lives on the premises of the home occupation business. Ashley Stephens had previously suggested that clarification be made about accessory building use in terms of

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percentage of usable floor area. Another area of concern is tracking the renewal dates of home occupation permits.

- d. Delia Fey questioned Joe Adiletta's reference to retail operation as the town does not have a retail permit. She feels that the zoning regulations need to state standards and that any uses that are not allowed should be listed. Jeffrey Gordon stated that this could be addressed with the types of permits the Town of Woodstock makes available. Both Jeffrey Gordon and Delia Fey would like the option to allow without an inspection removed as all home occupation permits should have the home inspected.
- e. Dean Gould stated that the definition allowable home occupation business is very broad. Jeffrey Gordon state that this could be addressed by looking at scope of operation instead of type of operation. Delia Fey suggests looking at uses and being clear about what uses are allowed and what uses are not allowed under home occupation permitting.
- f. Delia Fey mentioned the memo about new small businesses she sent out in January 2022. It has lots of information about scale of business and impact/intensity that may be helpful for this discussion. She could do a similar review if given the list of current home occupations in the Town of Woodstock.
- g. Joe Adiletta suggests that the existing application be modified as a first step in this process.
- h. Jeffrey Marcotte disagrees with the need for home inspection for all home occupancy permits. He feels that office use with no visitor traffic does not need inspection, especially considering the limited time the ZEO has in the current work week.
- i. Jeffrey Gordon will work on editing the home occupation application for the commission to review at a further date.
- j. Joe Adiletta referenced the use of "spirit and intent" in the regulations. Delia Fey would like to see the spirit and intent outlined in the regulations as "spirit and intent" is not enforceable. Delia Fey would like the commission to step away from what the regulations currently say and look at uses and size limitations for future discussions.

5. Adjournment

- a. Joe Adiletta made a ***Motion** to adjourn. ***Seconded** by Doug Porter. ***The motion passed unanimously**. The meeting adjourned at 8:42 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.