

WOODSTOCK PLANNING & ZONING COMMISSION
REGULAR MEETING
Thursday, May 20, 2021 – 7:30 PM
ZOOM Online

In accordance with Governor Lamont's Executive Orders and social distancing guidelines recommended by the CDC in response to COVID-19, members of the Planning & Zoning Commission participated in the meeting via ZOOM online.

MINUTES

I. REGULAR MEETING AT 7:30 PM:

a) Call to Order: Jeffrey Gordon called the meeting to order at 7:33 pm.

b) Roll Call:

Members Present: Jeffrey Gordon, Jeffrey Marcotte, Joseph Adiletta, Syd Blodgett, David Morse, Gail Dickinson, Timothy Young, Nancy Fraser

Alternates Present: Dwight Ryniewicz, Doug Porter, Dean Gould

Absent: Mark Blackmer

Noted for Record: Quorum

Others Present: Delia Fey, Tina Lajoie, Atty. Rich Roberts, Members of the Public

c) Pledge of Allegiance: Jeffrey Marcotte led the Pledge of Allegiance.

II. MEETING RULES AND GUIDELINES: Chairman Gordon briefly reviewed the rules and regulations associated with the Governor's Executive Orders relative to conducting meetings via Zoom Online during COVID-19.

III. DESIGNATION OF ALTERNATES: Doug Porter was seated.

IV. CHAIR'S REPORT: Chairman Gordon thanked Commissioners and staff for their ongoing work with the Planning & Zoning Commission. As a result of Nancy Fraser moving from alternate to full member, the Board of Selectmen recently approved Dean Gould as a new alternate member to fulfill the remainder of the term through November 21, 2023. Chairman Gordon welcomed Mr. Gould to the Commission. Dr. Gordon requested a motion to add a new agenda item under Old Business 648-04-32 – 115 Center Cemetery Road – Theresa Goulet & Tim and Danielle Heersink – new activity on a scenic road.

Motion was made by Gail Dickinson, and **Seconded** by David Morse, to **Create** new agenda item under Old Business for 648-04-32 – 115 Center Cemetery Road – Theresa Goulet & Tim and Danielle Heersink – new activity on a scenic road. **The motion passed unanimously.**

Chairman Gordon referenced the updated regulations in the meeting packets. Office staff will mail the regulations and other pertinent information to Mr. Gould. He noted three members were recently acknowledged by the Connecticut Federation of Planning & Zoning Agencies. Syd Blodgett and Fred Rich received the Lifetime Achievement Award and Chairman Gordon received an award for serving twelve years of continuous service. Chairman Gordon stated in-person meetings will begin soon. There will be provisions to accommodate members who still wish to participate virtually. There are several executive orders pertaining to P&Z Commissions that have been extended to June 30, 2021. He noted at least 13 bills are before the legislature that have ramifications on municipal zoning.

V. CITIZENS' COMMENTS: None.

VI. MEETING MINUTES:

a) April 15, 2021 Regular Meeting

Motion was made by Joseph Adiletta, and **Seconded** by Gail Dickinson, to **Approve** the April 15, 2021 Regular Meeting minutes as presented. **The motion passed unanimously.**

VII. PRELIMINARY DISCUSSION:

- a) 1011 Route 169 – Philip Gronback – mixed use – residential/light manufacturing

Chairman Gordon stated that Mr. Gronback has withdrawn his request for a preliminary discussion on the above referenced address as he has purchased a different property that better accommodates his business needs.

- b) Route 198 – Lisa Labadia – Map 5079, Block 2, Lots 3B & B – modification of special permit from daycare to fitness facility

Chairman Gordon stated this agenda item is not an application. Preliminary discussions are non-binding and no votes are taken.

Ms. Labadia stated she is looking at opening a facility for training purposes. Training will be for small groups of various athletic leagues and primarily focused on young-aged athletes. She shared additional information on her intent and answered questions from the Commission. Tina Lajoie stated Ms. Labadia is working with Bruce Woodis at KWP to review all requirements for this potential modification. It was suggested the applicant review the conditions on the existing special permit and define her intentions relating to both conditions should she submit a formal application. Atty. Roberts shared his opinion on abandonment of special permits. He noted that special permits run with the land and do not expire unless the regulations provide that they expire.

VIII. PUBLIC HEARING – 7:45 PM:

- a) 648-04-32 – 115 Center Cemetery Road – Theresa Goulet & Tim and Danielle Heersink – new activity on a scenic road

Chairman Gordon shared the protocol relating to a public hearing. He noted for the record documentation received within the required time period relating to the application. Tina Lajoie stated the application was complete and associated fees were paid.

Theresa Goulet and Danielle Heersink thanked Delia Fey and Tina Lajoie for their guidance through the process. Ms. Lajoie and Ms. Fey answered questions from Commissioners. Ms. Goulet answered questions relative to rainwater run-off.

Comments were welcomed from the public. There were none.

Motion was made by Jeffrey Marcotte, and **Seconded** by Syd Blodgett, to **Close** the public hearing. **The motion passed unanimously.**

IX. NON-RESIDENTIAL ZONING PERMIT:

- a) 1129 Route 169 – Jon W. Baker – construct two 16'x20' open pavilions on slab

Ms. Lajoie noted the application is complete. She stated it appears to meet the regulations relative to setbacks. Mr. Baker stated the pavilions are intended for outdoor classrooms and answered questions from Commissioners. There were no further questions from the Commission.

Motion was made by Joseph Adiletta, and **Seconded** by Timothy Young, to **Approve** the Non-Residential Zoning Permit for 1129 Route 169 – Jon W. Baker – construct two 16'x20' open pavilions on slab as presented. **The motion passed unanimously.**

X. NEW BUSINESS:

- a) 647-03-31 – ~650 English Neighborhood Road – Phylis M. Gilbert Trustees c/o John Kennison – Map 5707, Block 14, Lot 5 – 3-Lot Subdivision – Extension Request

Chairman Gordon stated the applicant has requested an extension to the June 17, 2021 meeting, which was included in the meeting packets.

Motion was made by Gail Dickinson, and **Seconded** by Timothy Young, to **Table** 647-03-31 – ~650 English Neighborhood Road – Phylis M. Gilbert Trustees c/o John Kennison – Map 5707, Block 14, Lot 5 – 3-Lot Subdivision to the June 17, 2021. **The motion passed unanimously.**

Delia Fey will inform the applicant of the approved extension request.

- b) 649-05-33 – Dividend Road – Angela Billings – Map 5130, Block 30, Lot 3 – convert lot into building lot

Delia Fey stated the application is incomplete at this time. Health Department approval has not been received nor has the E&S control bond estimate. She is awaiting an application for an activity on a scenic road because the driveway will be paved. Tina Lajoie noted the associated permit fees have been paid.

Daniel Blanchette from J&D Civil Engineers was present and representing the applicant. He provided some background the 13 acres and stated this lot was classified as remaining land in 1992. The applicant is hoping to build a single-family home. Mr. Blanchette has an application submitted to Inland Wetlands. He clarified that this is a modification to a subdivision and not a re-subdivision.

Commissioners asked questions of Ms. Fey and Mr. Blanchette. Mr. Blanchette is optimistic that approval from the Health Department will be available for the next meeting. Ms. Lajoie stated abutters were notified within the correct time period. A drainage analysis requested by Inland Wetlands is in progress.

Motion was made by Joseph Adiletta, and **Seconded** by David Morse, to **Table** application 649-05-33 – Dividend Road – Angela Billings – Map 5130, Block 30, Lot 3 – convert lot into building lot to the June 17, 2021 meeting. **The motion passed unanimously.**

- c) 650-05-34 – 1920 Route 198 – Benjamin Marinelli – Map 5709, Block 01, Lot 18-1 – 2-lot re-subdivision

Doug Porter was recused from this agenda item.

Delia Fey noted the E&S control bond estimate and Health Department approval have not been received. A statement regarding the family transfer and proposed deed is also pending. Ms. Fey will need to see how the common driveway complies with the regulations. It was noted that the associated permit fees have been paid. Ms. Fey stated this is a family transfer and exempt from open space. A public hearing is required on this re-subdivision request.

Mr. Blanchette was in attendance and spoke on behalf of the applicant. He stated the applicant owns about 40 acres and the intent is to give five acres to the applicant's son to build a home.

Motion was made by Gail Dickinson, and **Seconded** by Timothy Young, to **Schedule** a Public Hearing for 650-05-34 – 1920 Route 198 – Benjamin Marinelli – Map 5709, Block 01, Lot 18-1 – 2-lot re-subdivision on June 17, 2021 at 7:45 pm. **The motion passed unanimously.**

XI. OLD BUSINESS:

- a) 648-04-32 – 115 Center Cemetery Road – Theresa Goulet & Tim and Danielle Heersink – new activity on a scenic road

Motion was made by Gail Dickinson, and **Seconded** by David Morse, to **Approve** application 648-04-32 – 115 Center Cemetery Road – Theresa Goulet & Tim and Danielle Heersink – new activity on a scenic road as presented. **The motion passed unanimously.**

XII. ZEO REPORTS:

- a) Office Update: The ZEO Report was included in the meeting packets. She answered questions relative to conversations she has been having Rogers Corporation representatives. She will be following-up with Rogers to receive a status update.
- b) Permits: Ms. Lajoie stated she is working on several permit applications.
- c) Enforcement: Ms. Lajoie continues to work on various enforcement items.

XIII: BUDGET REVIEW AND BILLS: There were no bills to review.

XIV: CORRESPONDENCE: Chairman Gordon referenced various correspondence included in the meeting packets. Photos were included relative to the location of the AT&T cell tower proposed at the Fairgrounds.

XV: ADJOURNMENT: Motion was made by Timothy Young, and **Seconded** by Gail Dickinson, to **Adjourn. The motion passed unanimously.** The meeting adjourned at 8:52 pm.

The recording of this meeting can be found here: <https://youtu.be/SYSid6XGZdI>

Respectfully submitted by Cynthia Brown, Recording Secretary. **DISCLAIMER:** These minutes have not yet been approved by the PZC. Please refer to next month's minutes for approval/amendments.