

Woodstock Planning & Zoning Commission

MONTHLY BUSINESS MEETING

Thursday, October 19, 2023

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.

This meeting can be viewed at: <https://www.youtube.com/watch?v=5a8LNhvLiPk>

1. Call to Order- Chairman Jeffrey Marcotte called meeting to order at 7:30 pm

- a. Roll Call- Noted for record: Quorum

Members Present- Jeffrey Marcotte (Chair), Joseph Adiletta, Doug Porter, Dwight Ryniewicz, Joe Polulech, Timothy Young.

Members present via Zoom- None

Members Absent- Nancy Fraser, Jeffrey Gordon, Dean Gould, David Morse, Mark Blackmer, Syd Blodgett

Others Present- Delia Fey (Town Planner), Cameron James (Assistant Planner), Ken Rapoport, Roger Gale, Lisa Dalterio, Joshua Huck, Laura and Ray Curley and Recording Secretary Amy Monahan. Norm Thibault attended via Zoom.

- b. Designation of Alternates: Dwight Ryniewicz and Doug Porter were seated
- c. Pledge of Allegiance: Jeffrey Marcotte led the Pledge of Allegiance

2. Chair's Report

- a. Additional information had been requested about Zoe Chatfield and that information has been distributed to commissioners tonight for review.

3. Citizens' Comments

- i. None

4. Meeting Minutes

- a. October 12, 2023 Meeting
 - i. Timothy Young made a ***Motion** to approve the minutes from October 12, 2023 as amended. ***Seconded** by Dwight Ryniewicz. ***The motion passed** with the Chair abstaining.
 - 1. It should be noted that Chairman Jeffrey Marcotte called the meeting to order on October 12, 2023, not Jeffrey Gordon.

5. Public Hearing

- a. #659-09-23 Woodstock Inn Associates, c/o Robert Reger, 94 Plaine Hill Rd – 3-lot re-subdivision (map 5781 block 50 lot 04B)
 - i. Jeffrey Marcotte opened the public hearing at 7:45 pm. This public hearing has been properly noticed in accordance with the state statutes.
 - ii. Doug Porter stated that he provides the heating and plumbing work at the Inn at Woodstock Hill. He is willing to recuse himself if anyone is uncomfortable with him addressing this application. The commission found no conflict with Doug Porter participating on this application decision.

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- iii. Pete Parent reviewed the proposal to break off two (2) lots on the South side of the property with traditional site design. The application is still waiting on IWWA approval.
- iv. Joe Polulech noted that installation of onsite septic would cost more money than hooking up to the WPCA septic. This concept of not connecting to a sewer line contradicts the affordable housing plan concept.
- v. Joe Adiletta made a ***Motion** to continue the public hearing until next month on November 16, 2023 at 7:45 pm. ***Seconded** by Timothy Young. ***The motion passed** with the Chair abstaining.

6. New Business

- a. #SP660-10-23 Woodstock Sustainable Farms, Kenneth Rapoport, 211 Pulpit Rock Rd (map 7278 block 32 lot 25, 25-1 & 25-3) – event & wedding facility promoting agritourism -- Public Hearing must be scheduled
 - i. Jeffrey Marcotte noted that public hearing needs to be scheduled for this special permit application
 - ii. Joe Adiletta made a ***Motion** to schedule a public hearing for #SP660-10-23 Woodstock Sustainable Farms, Kenneth Rapoport, 211 Pulpit Rock Rd (map 7278 block 32 lot 25, 25-1 & 25-3) – event & wedding facility promoting agritourism on November 16, 2023 at 7:45 pm. ***Seconded** by Timothy Young. ***The motion passed** with the Chair and Doug Porter abstaining.

7. Old Business

- a. #659-09-23 Woodstock Inn Associates, c/o Robert Reger, 94 Plaine Hill Rd – 3-lot re-subdivision (map 5781 block 50 lot 04B)
 - i. This item cannot be addressed as the public hearing has been continued.

8. Review of Home Occupation Permit Applications (if any)

- a. None at this time

9. Non-Residential Zoning Permit (if any)

- a. None at this time

10. Zoning Enforcement Officer and Land Use Department

- a. Appointment of Zoe Chatfield, Tyche Planning & Policy Group as an additional ZEO (to replace Robin Newton)
 - i. ***Motion** made by Timothy Young and ***Seconded** by Joe Adiletta to move agenda item #10 up in order to #5. **This motion passed.**
 - 1. Delia Fey noted that the town does require ZEO's to be CZEO certified. Zoe Chatfield is in the process of obtaining the CZEO certification and will work under John Guskowski.
 - ii. Joe Adiletta made ***Motion** to accept Appointment of Zoe Chatfield under the supervision of Tyche Planning & Policy Group as an additional ZEO. ***Seconded** by Timothy Young. ***The motion passed** with the Chair abstaining.

11. ZEO Reports

- a. Office
 - i. None at this time
- b. Permits
 - i. None at this time
- c. Enforcement
 - i. None at this time

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12. Budget Review & Bills

- a. None to review at this time

13. Citizens Comments

- a. None

14. Correspondence

- a. There will be a Land Use Commissioner Basic Training, sponsored by CLEAR & NECCOG Wednesday, 11/29/23 from 6:30 – 8pm, Putnam Municipal Complex 200 School Street, Putnam, CT 06260 (NOTE: This fulfills 1.5 hrs of required training)
 - i. Please send any training you attend to Tracy Giarrusso in the Land Use Office to be documented.
 - ii. Joe Adiletta suggested sending this notice to Planning & Zoning Candidates to give them the opportunity to attend.

15. Adjournment

- a. Timothy Young made a ***Motion** to adjourn. ***Seconded** by Dwight Ryniewicz. ***The motion passed unanimously.** The meeting adjourned at 8:03 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.