

Woodstock Planning & Zoning Commission

MONTHLY BUSINESS MEETING

Thursday, November 2, 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://youtu.be/jRWB2OmPq-s>

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, Mark Blackmer, Dean Gould, David Morse (joined at 7:40 pm).

Members present via Zoom- None

Members Absent- Nancy Fraser, Jeffrey Gordon, Syd Blodgett, Joe Polulech, Timothy Young

Others Present- Delia Fey (Town Planner), Cameron James (Assistant Planner), Roger Gale, Laura Curley, Jessica Weaver Boose, (2) Woodstock Academy Students (Kyle and Khan, Ecology Students) and Recording Secretary Amy Monahan.

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

2. Chair's Report

- a. Thank you to all who attend these meetings and to the staff for the work between meetings.

3. Citizens' Comments

- a. Roger Gale updated the commission on the WPCA responsibilities. He stated that there are 130 + residential customers and 9 industrial customers on the water/sewer line as well as 26 wet wells. The WPCA is a collection system for the wastewater sent to the Town of Putnam and currently cares for the wet wells attached to the line. All maintenance work is hired out. Roger shared that due to Woodstock being a rural community, they town falls under the Sewer Avoidance Act. This means that the WPCA can refuse additions to the system if there is available space for septic systems to be installed.

4. Meeting Minutes

- a. October 19, 2023 Meeting
 - i. Dwight Ryniewicz made a ***Motion** to approve the minutes from October 19, 2023 as amended. ***Seconded** by Joe Adiletta. ***The motion passed** with the 3 abstaining (Blackmer, Morse, Gould).
 - 1. Note that item 5.a should read "opened hearing at 7:45 pm"

5. New Business

- a. "Plan Before You Zone" – proposed new process for future text amendments
 - i. Delia Fey has sent a memo to the commission outlining the suggested process for text amendments for review.

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1. The commission agrees that her suggested process is a good way to proceed in the future.
- b. Delia Fey asked the commission for topic suggestions to address next as a group
 - i. Jeffery Marcotte suggested multi-family housing
 - ii. Doug Porter suggested enforcement including penalties and fines. He noted that penalties and fines would not only help with enforcement of regulations but also could create funding for additional Zoning Enforcement.
 1. Delia Fey will reach out to the Town Attorney for information about creating a fine schedule for zoning regulations.
 - iii. Joe Adiletta mentioned the strategic plan and suggested Air BNB, Home occupations, Farm Store/Stands, mixed uses, multi family. Joe would also like to address our definitions to see what may need to be added.
 - iv. Joe Adiletta mentioned that the POCD also needs to be updated. Delia Fey noted that this needs to be submitted every 10 years and is due in 2025.
 1. Doug Porter suggested that the commissioners re-read the POCD and noted that there are several action items that have not been addressed as suggested. He suggests addressing agriculture before the POCD as that is an item suggested to address in the previous plan.
- c. The commission discussed short term rentals and what the need is to write regulations around them. Delia Fey will send out a survey to the commissioners to start the discussion on short term rentals.
 - i. Delia Fey suggested that the commission look at different business types and what concerns surround each type.

6. Old Business

- a. Review of Home Occupation Permit Applications (if any)
 - i. None at this time
- b. Non-Residential Zoning Permit (if any)
 - i. None at this time

7. Citizens Comments

- a. Laura Curley suggests that the Air BNB regulations be addressed differently in the lake districts than in the community districts when the regulation are made as the lake districts are uniquely different than the rest of the town.
- b. Kyle Pazziola thanked the commission for their work and allowing him to attend.
- c. Doug Porter noted that Richard Baron, John Navarro and Roy Chandler are all retiring from the Town of Woodstock and thanked them for their service.

8. 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)

9. Adjournment

- a. Dean Gould made a ***Motion** to adjourn. ***Seconded** by Mark Blackmer. ***The motion passed unanimously**. The meeting adjourned at 9:21 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.