

**WOODSTOCK PLANNING & ZONING COMMISSION  
SPECIAL MEETING  
WOODSTOCK TOWN HALL, MEETING ROOM A  
THURSDAY, JANUARY 10, 2019 AT 7:30 PM**

**SPECIAL MEETING MINUTES**

**I. Call to Order:**

J. Gordon (Chairman) called the meeting to order at 7:30pm

**II. Roll Call:**

**Members Present:** J. Gordon, F. Rich, J. Adiletta, G. Dickinson, D. Durst, D. Morse, D. Young, K. Ebbitt (Alt), D. Porter (Alt), S. Blodgett (present but not seated)

**Members Absent:** D. Frederick (Alt), J. Anastasi

**Staff Present:** D. Fey (Sr. Regional Planner), T. Lasota (Recording Secretary), T. Lajoie (ZEO)

**Noted for the Record:** QUORUM

**Members of the Public Present:** 8 people

**III. Seating of Alternates:**

D. Porter and K. Ebbitt were seated K. Ebbitt and D. Porter were seated for J. Anastasi and S. Blodgett.

D. Young reviewed the audio and materials of the previous meeting. S. Blodgett was not seated as he had not attended the public hearing meetings and he had not reviewed the audio recordings or documentation of the public hearing meetings.

**IV. #101818 Proposed Comprehensive Revision to the Woodstock Subdivision Regulations via Text Amendment, draft dated 07/08/18 (the public hearing was closed on 12/20/2018; this item is the post-public hearing Commission deliberation/decision Unfinished Business that was tabled from 01/03/2019 to 01/10/2019):**

J. Gordon provided a notated worksheet of flagged items raised during the public hearing about the proposed Subdivision Regulations text amendments, which was updated per the 01/03/2019 Special Meeting. J. Gordon and the Commission members proceeded to review and discuss the noted revision changes and adjustments; the following additional edits were made to the proposed revisions:

Chapter III.C.2.b: added "based upon the fair market value at the time the family transfer subdivision was approved, but"

Chapter V.3.g: changed "required" to "proposed by the applicant"

Chapter V.3.h: deleted what's highlighted in the marked up regs.

Chapter V.4.c.2: remove "smaller" and change "three" to "four"

Chapter VI.1.D: (to be addressed when reviewing the tables)

Chapter VI.1.C: changed last sentence to "For approved recreational or agricultural uses, Conservation Land may include areas designated as sidewalks, roads, driveways, paved parking areas, and infrastructure.

Chapter VI.1.G.1: changed "Minor Subdivision (1-4 lots)" to "Minor Subdivision (1-3 lots)"

Chapter VI.1.G.1.C:

Commission members had a lengthy discussion about “Conservation Land or Fee-in-lieu of Conservation Land”

T. Lajoie joined the meeting at 8:21pm.

D. Fey was concerned that significant changes were being made after the public hearing.

J. Gordon stated for the RECORD that he disagreed and did not believe there is any violation of the public hearing, as this was an item brought up at the public hearing and established to be an item of discussion.

D. Porter **MOTIONED** to Retain the proposed wording in Chapter VI, Section 1 G 1 C of the proposed Subdivision Regulations changes; D. Young **SECONDED; MOTION CARRIED 6:3:0**

**6 YES:** K. Ebbbit, J. Gordon, D. Morse, D. Porter, F. Rich, and D. Young

**3 NO:** J. Adiletta, G. Dickinson, and D. Durst

Chapter VI.1.G.2.a.iii: changed “Gross Buildable Area” to “Total Parcel”

Chapter VI.1.G.2.b.iii: changed “Gross Buildable Area” to “Total Parcel”

Chapter VI.1.G.2.a: added table row for “Maximum Potential Building Lots” (and related example math)

Chapter VI.1.G.2.b: added table row for “Maximum Potential Building Lots” (and related example math)

Chapter VI.2.A.1.b: no changes

Chapter VI.2.B.5: removed the word “all”

Chapter VI.2.B.6: no changes

Chapter VI.2.C: *(TABLED for review)*

Chapter VI.2.D.2:

Commission members discussed “Conservation Land Standards” and dimensional requirements for the open space.

J. Adiletta **MOTIONED** to **KEEP** the wording in Chapter VI, Section 2 D 2 of the proposed Subdivision Regulations changes; G. Dickinson **SECONDED. MOTION FAILED 4:5:0**

**4 YES:** J. Adiletta, G. Dickinson, K. Ebbitt, and J. Gordon

**5 NO:** D. Durst, D. Morse, D. Porter, F. Rich, and D. Young

D. Porter **MOTIONED** to **REMOVE** the wording in Chapter VI, Section 2 D 2 of the proposed Subdivision Regulations changes; D. Young **SECONDED; MOTION CARRIED 5:4:0**

**5 YES:** D. Durst, D. Morse, D. Porter, F. Rich, D. Young

**4 NO:** J. Adiletta, G. Dickinson, K. Ebbitt, and J. Gordon

Chapter VI.2.D.4.a & b: *(TABLED for review)*

Chapter VI.3.D: deleted 2 sentences “For building lots of less than 1.0 acre, the house and septic system shall be built within 25’ of where shown on the approved subdivision plans.” and “For larger lots, the house and septic system shall meet the minimum setbacks specified in the Zoning Regulations.”

Chapter VI.3.E: deleted last sentence “Buildings should be spaced and set back an approximately uniform distance from an existing or proposed public street or private road.”

Chapter VI.4.E: removed “and shall be planned where appropriate to provide for continuation of existing streets in adjoining areas and for protection into adjoining properties when subdivided”

Chapter VI.4.F: removed

Chapter VI.7.C.1: removed first sentence “Common driveways serving more than one dwelling unit are encouraged.”

Chapter VI.7.C.2: no changes

Chapter VI.7.D: no changes

Chapter VII.i.J: no changes

Chapter VII.3.F.7: removed

Chapter VII.7: no changes

Chapter VII.9: changed “landscape architect” to “design professional”

Chapter VII.9.B: no changes

Chapter VII.12: changed “its it’s sole discretion” to “at its sole discretion”

Chapter VII.14.A: changed “Pre-Application Clearing or Disturbance” to “Post-Application/Pre-Approval Clearing or Disturbance”

Chapter VIII.A: no changes

Chapter VIII.C: changed title “WATER TANKS” to “WATER TANKS IN MAJOR SUBDIVISIONS”

Chapter IX.4.c: *(TABLED for attorney review)*

Chapter X: (clerical, section titles discussed previously)

Chapter X.2.c.2: no changes

Chapter X.2.c.4: removed “and 10% per year inflation factor.”

Chapter X.4.b: no changes

Chapter X.4.c: removed “The Commission shall grant no more than three (3) such reductions per phase prior to the final release of Bonds, and” making the new sentence “The Commission shall refuse such reductions if it finds the construction of any improvements in violation of any provision of these Regulations or the plans, terms, or conditions for any subdivision approved hereafter.”

Zoning Regulations and Subdivision Regulations: Update the table in the Zoning Regulations and use the table in the Subdivision Regulations.

G. Dickinson – page 110, remove wording from diagram “RAIN GARDEN OR LOW PLANTED SHRUBS TO BE MAINTAINED BY RESIDENTS”

J. Adiletta suggested the Commission members be provided with a clean copy of the proposed Subdivision Regulations with all of the changes that have been made so they can read through and review the document in its entirety.

D. Young **MOTIONED** to **CALL THE QUESTION** regarding the **MOTION** to **APPROVE** the Subdivision Regulations as presented with changes agreed to by the Commission at the 01/03/2019 and 01/10/2019 meetings; F. Rich **SECONDED**; **MOTION CARRIED** (by a 2/3 vote) **6:3:0**

**6 YES:** K. Ebbbit, J. Gordon, D. Morse, D. Porter, F. Rich, and D. Young

**3 NO:** J. Adiletta, G. Dickinson, and D. Durst

D. Young **MOTIONED** to **APPROVE** the Subdivision Regulations as presented with changes agreed to by the Commission at the 01/03/2019 and 01/10/2019 meetings; F. Rich **SECONDED**;

**MOTION CARRIED 7:2:0**

**7 YES:** D. Durst, K. Ebbbit, J. Gordon, D. Morse, D. Porter, F. Rich, and D. Young

**2 NO:** J. Adiletta, and G. Dickinson

D. Porter **MOTIONED** to set an effective date of 02/15/2019 for the approved Subdivision Regulations changes; D. Young **SECONDED**; **MOTION CARRIED UNANIMOUSLY**

#### **V. Adjourn:**

F. Rich **MOTIONED** to **ADJOURN**; D. Morse **SECONDED**; **MOTION CARRIED UNANIMOUSLY**

The meeting was **ADJOURNED** at 10:58 pm.

Respectfully submitted by Terri Lasota, Recording Secretary

#### **DISCLAIMER:**

These minutes have not yet been approved by the Planning & Zoning Commission. Please refer to next month's minutes for approval/amendments.