

**WOODSTOCK PLANNING & ZONING COMMISSION
SPECIAL MEETING – ANNUAL LEGAL TRAINING SESSION
THURSDAY, JUNE 6th, 2019 AT 7:30 PM
WOODSTOCK TOWN HALL, MEETING ROOM 1**

MINUTES

I. Call to Order: J. Gordon called the meeting to order at 7:30 pm

II. Roll Call:

Members Present: J. Gordon, F. Rich, D. Durst, G. Dickinson, J. Adiletta, S. Blodgett, D. Young, D. Porter (Alt), J. Marcotte (Alt), D. Morse

Members Absent: J. Anastasi, K. Ebbitt (Alt)

Noted for the Record: Quorum

Others Present: Attorney Rich Roberts, Delia Fey, Terri Lasota

III. Designation of Alternates: J. Marcotte and D. Porter were seated.

IV. Chair's Report:

J. Gordon recognized the 75th anniversary of D-Day, and thanked commission members and staff for their continued hard work.

It was also noted this is designated as a Special Meeting for the Annual Legal Training Session which, this year, is being provided by Attorney Rich Roberts.

V. Annual Legal Training Session with Attorney Richard Roberts:

J. Gordon gave a brief summary of the purpose of this annual informal session.

Attorney Roberts said the two primary functions of the PZC are planned conservation and development and subdivision regulations, and the powers under CGS 8-24 for allocation and use of municipal property and resources.

D. Morse arrived at 7:33 pm.

Attorney Roberts said the function of Zoning is to delegate zoning districts and their regulations, determine what uses are appropriate and are "as of right" or require special permits. He also noted that generally zoning regulations are permissive, meaning that certain things are permitted but if it is not encompassed in the regulations it is prohibited and a variance or a special permit must be applied for, and added they are continuously changing to accommodate the PoCD (Plan of Conservation and Development) of the Town.

Attorney Roberts and the Commission members discussed criteria in the regulations, general regulations vs. specific regulations and compliance, and spot zoning.

Attorney Roberts suggested providing to the commission members a summary of new items and issues as per State legislature; also discussed were the topics of affordable housing, gas station legislation and car repair facilities.

Attorney Roberts and commission members talked about FoIA (Freedom of Information Act), email used for commission business, and electronic documents. They also discussed ex parte communications, public hearings, and information received after a public hearing, and regulation changes after a public hearing, and conflict of interests.

J. Gordon, D. Porter and Attorney Roberts discussed special permit approvals, calling out approval specifications or conditions within the motion, and inexperience applicants vs. experienced applicants.

J. Adiletta and J. Gordon discussed municipal approvals before the PZC.

VI. **Adjournment:**

F. Rich **MOTIONED** to **ADJOURN**; G. Dickinson **SECONDED**;
MOTION CARRIED UNANIMOUSLY.

The meeting was **ADJOURNED** at 9:02 pm

Respectfully submitted by Terri Lasota (Recording Secretary)

DISCLAIMER: These minutes have not yet been approved by the PZC.

Please refer to next month's minutes for approval/amendments.