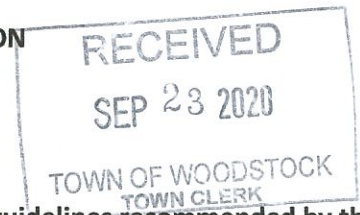


WOODSTOCK PLANNING & ZONING COMMISSION
REGULAR MEETING
Thursday, September 17, 2020 – 7:30 PM
ZOOM Online



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. MONTHLY MEETING AT 7:30 PM:

a) **Call to Order:** Jeffrey Gordon called the meeting to order at 7:34 pm.

b) **Roll Call:**

Members Present: Jeffrey Gordon, Frederick Rich, Jeffrey Marcotte, Joseph Adiletta, David Morse, Mark Blackmer

Alternates Present: Dwight Ryniewicz, Nancy Fraser, Doug Porter

Absent: Syd Blodgett, Gail Dickinson, Timothy Young

Noted for Record: Quorum

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

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

III. DESIGNATION OF ALTERNATES: Doug Porter, Nancy Fraser and Dwight Ryniewicz were seated.

IV. CHAIR'S REPORT: Chairman Gordon thanked the Commissioners and staff for their ongoing work with the Planning & Zoning Commission. He recognized Crystal Adams for her work on the town's new website. He shared the goal of eventually going back to using the first Thursday of each month as planning meetings. The Commission agreed.

V. CITIZENS' COMMENTS: None.

VI. MEETING MINUTES:

a) August 20, 2020 Regular Meeting

Motion was made by David Morse, and **Seconded** by Joseph Adiletta, to **Approve** the August 20, 2020 Regular Meeting minutes as presented. **The motion passed unanimously.**

VII. NON-RESIDENTIAL ZONING PERMIT:

a) The Inn at Woodstock Hill – Modification of a non-residential zoning permit

Nancy Fraser was recused from this agenda item.

Zoning Enforcement Officer Tina Lajoie stated the original application was approved in 2012 and this is a modification of that approval. The use remains the same, which is to construct a barn; however, the potential buyers would like to move the structure back 150 feet from the original plan. They have received NDDH approval with conditions. This proposed project has not gone before the Historic District Commission at this time.

Doug Porter disclosed his company's work relationship with the Inn at Woodstock Hill and asked if it posed a conflict of interest. The Chair and the Commission did not feel it did.

Applicant Heidi Bouchard was introduced. She explained the reason for coming before the Commission and asked if the Commission felt there would be a distinct possibility the barn could be constructed as it is a large component of their business plan.

Ms. Lajoie confirmed the zoning permit does not expire. It was also confirmed that the associated permit fees were paid and a letter and site plan depicting the proposed location of the new barn accompanied the original application. A new application was not completed due to this being a modification to the original application.

Commissioner Adiletta recommended a non-residential zoning application be completed with the notation of it being a modification and dated September 17, 2020. Ms. Lajoie stated an A2 survey is in the file from the previous approval. Commissioner Adiletta noted for the record that although there is sufficient information in the existing file including an A2 survey and original application, not having a new application completed should not set a precedent.

Motion was made by Joseph Adiletta, and **Seconded** by Gail Dickinson, to **Approve** the modification to the 2012 application of a non-residential zoning permit for The Inn at Woodstock Hill with the condition that a non-residential zoning application be completed noting it is a modification to the existing zoning permit. **The motion passed unanimously.**

VIII: VOTE TO CONTINUE THE PUBLIC HEARING AT APPLICANT'S REQUEST – 7:45 PM:

- a) #SP640-04-24 ND Swadia, LLC, dba Woodstock Country Store – Special Permit Modification to #SP396-98-02 at 1484 Route 171 – Proposed Woodstock Country Store & Gas Station with Apartment below

Chairman Gordon stated there would not be a public hearing during this meeting. The applicant requested a continuance of the public hearing to the October 1, 2020 meeting. Dr. Gordon noted there is still time under the general statute to extend the public hearing. The Governor's Executive Order has extended this statute to November 9, 2020.

Motion was made by Joseph Adiletta, and **Seconded** by David Morse, to **Continue** the Public Hearing for #SP640-04-24 ND Swadia, LLC, dba Woodstock Country Store – Special Permit Modification to #SP396-98-02 at 1484 Route 171 – Proposed Woodstock Country Store & Gas Station with Apartment below to the October 1, 2020 meeting. **The motion passed unanimously.**

IX. ZEO REPORTS:

- a) Office Update:
 - i. Permits: Tina Lajoie reported 12 permits were approved in August, and eight at this time for September with several pending.
 - ii. Enforcement: Ms. Lajoie will email the ZEO Report to Commission members. She has received an affidavit of residency from the owners of Buck's Ice Cream, which is notarized and on file. She shared various other ongoing enforcement and permit matters, which will be outlined in the report.

X. BUDGET REVIEW AND BILLS: The P&Z budget for FY 2020-21 was provided in the meeting packets. A summary of bills was included in the packets but did not require a vote.

XI. CORRESPONDENCE: None.

XII. ADJOURNMENT: **Motion** was made by Frederick Rich, and **Seconded** by David Morse, to adjourn. **The motion passed unanimously.** The meeting adjourned at 8:16 pm.

The recording of this meeting can be found here: <https://youtu.be/aLoDxAKYkH4>

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.