

Woodstock Planning & Zoning Commission

MONTHLY BUSINESS MEETING

Thursday, March 21, 2024

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.

A recording of this meeting can be viewed via the Town Website

1. **Call to Order-** Chairman Jeffrey Marcotte called meeting to order at 7:31 pm
 - a. Roll Call- Noted for record: Quorum
Members Present- Jeffrey Marcotte (Chair), Joseph Adiletta, Aaron Farbo, Mark Blackmer, John Day, David Morse, Dean Gould, Timothy Young
Members Present via Zoom - none
Members Absent- Doug Porter, Dwight Ryniewicz, Joe Polulech, Syd Blodgett
Others Present- Delia Fey (Town Planner), Cameron James (Assistant Planner), Woodstock ZEO Dan Malo, Dario Ciovacco, Laura & Ray Curley and Recording Secretary Amy Monahan. Public attendance via Zoom: Mark LaBonte
 - b. Designation of Alternates: John Day was seated
 - c. Pledge of Allegiance: Cameron James led the Pledge of Allegiance
2. **Chair's Report**
 - a. Happy 1st day of Spring to everyone. Chairman Jeffrey Marcotte thanked the public for their participation in the town business and thanked all staff and commissioners for all the work done.
3. **Citizens' Comments**
 - a. None
4. **Meeting Minutes**
 - a. February 15, 2024
 - b. March 7, 2024
 - i. David Morse made a ***Motion** to approve the February 15, 2024 and March 7, 2024 Meeting Minutes as presented. ***Seconded** by Mark Blackmer. ***The motion passed** with one abstaining (Young).
 - ii. Joe Adiletta made a ***Motion** to add another home occupational permit to the review agenda item #10. ***Seconded** by Tim Young. ***The motion passed unanimously.**
 - iii. David Morse made a ***Motion** to move agenda item 9 up in meeting to be handled before public hearing. ***Seconded** by Joe Adiletta. ***The motion passed unanimously.**

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5. Public Hearing

- a. #SP661-01-24 Dario Ciovacco, 170 Joy Rd (map 7278 block 32 lot 06C) – Activity on a Scenic Road for driveway relocation
 - i. Jeffrey Marcotte opened the public hearing at 7:45 pm.
 - ii. It was noted that the applicant did submit a driveway permit for this application.
 - iii. Delia Fey noted that the scenic road ordinance refers to many activities. Any changes within the right of way of a scenic road should be brought to the Planning & Zoning Commission for review.
 - iv. It was noted that the existing driveway is not paved and located beyond the existing length of stone wall.
 - v. Joe Adiletta requested that the original driveway (closest to the home) be referred to as opening #1 and the new driveway (opening in the stone wall, 120 feet Westerly) be referred to as opening #2.
 - vi. The highway foreman has submitted a memo that recommends an apron design for this application.
- b. David Morse made a ***Motion** to close public hearing #SP661-01-24 Dario Ciovacco, 170 Joy Rd (map 7278 block 32 lot 06C) – Activity on a Scenic Road for driveway relocation. ***Seconded** by Dean Gould. ***The motion passed unanimously.**

6. Old Business

- a. #SP661-01-24 Dario Ciovacco, 170 Joy Rd (map 7278 block 32 lot 06C) – Activity on a Scenic Road for driveway relocation
 - i. Joe Adiletta made a ***Motion** to approve application #SP661-01-24 Dario Ciovacco, 170 Joy Rd (map 7278 block 32 lot 06C) – Activity on a Scenic Road for new driveway with noted reference change to application description. ***Seconded** by David Morse. ***The motion passed unanimously.**
 1. Change application description to #SP661-01-24 Dario Ciovacco, 170 Joy Rd (map 7278 block 32 lot 06C) – Activity on a Scenic Road for new driveway

7. Public Hearing

- a. Proposed Text Amendment: Subdivision Regulations, Ch. V – Application Review, Decision and Post Approval Process, Section 2.D (application notice requirements)
 - i. The draft of changes was presented to the commissioners for review.
 - ii. Commissioners agree with proposed changes as presented.
 - iii. Timothy Young made ***Motion** to close public hearing Proposed Text Amendment: Subdivision Regulations, Ch. V – Application Review, Decision and Post Approval Process, Section 2.D (application notice requirements). ***Seconded** by Mark Blackmer. ***The motion passed unanimously.**

8. Old Business

- a. Proposed Text Amendment: Subdivision Regulations, Ch. V – Application Review, Decision and Post Approval Process, Section 2.D (application notice requirements)
 - i. Timothy Young made a ***Motion** to accept the text amendment revisions of Subdivision Regulations, Ch. V – Application Review, Decision and Post Approval Process, Section 2.D (application notice requirements) as presented. ***Seconded** by David Morse. ***The motion passed unanimously.**

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9. New Business

- a. #SP662-03-24 Mark Labonte, 122 Joy Rd (map 7278 block 32 lot 06) – Activity on a Scenic Rd for driveway improvement to existing barway (requires public hearing)
 - i. Joe Adiletta made a ***Motion** to schedule public hearing at next regular meeting on April 18, 2024 at 7:45 pm. ***Seconded** by Dean Gould. ***The motion passed unanimously.**
 - ii. Mark LaBonte will apply for a driveway permit as directed by Delia Fey.

10. Review of Home Occupation Permit Applications

- a. Priscilla Santos, 2003 Rt 198 – interior design consultant
- b. Jason Morgan, 500 English Neighborhood Rd – home office for excavation business
- c. Ivar & Kathryn McDonald, 510 Dugg Hill Rd – online non-profit providing data support to schools and youth organizations
- d. Request for Review of Home Occupation application forms for use online
 - i. Forms have been updated on the town website and new form is being requested by the Land Use Office.
 - ii. Fee for permit link to have changes made to online permitting is \$750 and will be tabled at this time.

11. Non-Residential Zoning Permits

- a. Dan Malo discussed Woodstock Tavern permits including outdoor dining and deck and for indoor Karaoke. The outdoor dining permit process is outlined under use permitted as of right and deck will have to meet all building and ADA standards. Dan Malo plans to request more details and process both applications administratively but wanted to share the information with commissioners.
 - i. Timothy Young would like to see additional protective measures to ensure safety of people on the deck from vehicular accidents. Dan Malo will follow up with this concern.

12. Plan of Conservation & Development Update

- a. Jeffrey Marcotte attended the Board of Finance meeting to request additional funding for the POCD project. There are multiple options for the requested funding, and it is available to the commission as needed for updating of the POCD.

13. ZEO Reports

- a. Office- Tyche will be on Woodstock Staff in Woodstock for one additional month.
- b. Permits- Permits are currently being processed by both Dan Malo and Tyche while in transition.
- c. Enforcement
 - i. Aaron Farbo asked about the enforcement topics presented to commissioners. Dan Malo has not yet tackled enforcement issues in the transition.
 - ii. Dan Malo will address the billboard sign linked to Woodstock Plaza.
 - iii. Hearth Dinners at Woodstock Sustainable Farms will be investigated by John Guskowski per request of Jeffrey Marcotte from the complaint of a resident at the public hearing.

14. Budget Review & Bills

- a. None

15. Citizens' Comments

- a. None

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16. Correspondence

- a. CT Dept of Housing Affordable Housing Land Use Appeals List 2023
- b. Notice of Exempt Modification – Facility Modification at 215 Coatney Hill Rd, Woodstock – replacement of antennas & remote radio heads on existing antenna platform and mounts.
- c. Proposed Solar Voltaic Power Generating Facility at 11 Castle Rock Rd, Woodstock, CT – 3.0 megawatt ground-mounted solar photovoltaic electric generating facility. Currently seeking a Petition for Declaratory Ruling with CT Siting Council
- d. Article: Clarkson, Myriam; Al Hricz; Michalina Lauzier, Bennet Pudlin & Marcia Stemm, Education Committee of CT Mobile Manufactured Home Advisory Council. “What exactly is a mobile manufactured home? The answer may surprise you.”

17. Adjournment

- a. Timothy Young made a ***Motion** to adjourn. ***Seconded** by David Morse. ***The motion passed unanimously**. The meeting adjourned at 8:59 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.