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MEMO

To: Norm Thibeault Jr, P.E., Killingly Engineering Associates
Kenneth Rapoport, applicant

cc: Jeff Marcotte, Chairman, Planning & Zoning Commission

From: Delia P. Fey, AICP Town Planner /ZEO *DPF*

Date: December 7, 2023

Re: Follow up on #SP660-10-23 Woodstock Sustainable Farms, Kenneth Rapoport, 211 Pulpit Rock Rd (map 7278 block 32 lot 25, 25-1 & 25-3)

NOTE: The Town of Woodstock will close the Town Hall at noon on Thursday, December 21, 2023 therefore the PZC meeting scheduled for that evening has to be postponed to Thursday, January 4, 2024.

Below shows a follow up staff response on concerns and issues brought up during the 11/16/23 meeting as shown below. Applicant should address unresolved issues or areas where clarity is necessary:

1. Abutter notices

- a. The only people required to receive a mailed notice from the applicant include those that own land within 500 feet of the boundary of one of the three properties involved in the application, including across any streets/roads. *Please see details below about required notices that must be met.*

In review of the abutter notices submitted, I noticed 5 properties were not listed as receiving the notice because the list submitted only included the 500 ft abutters of only one of the three lots that are in the application. Two of these five properties received a notice because the owners (McWilliam) received a notice due to owning other lots within the 500 ft abutter distance. The other three (of the five lots) did not receive any notice and they are:

160 Pulpit Rock Rd (map 5783 block 48 lot 06E)	Gloria A. Gelt 160 Pulpit Rock Rd Woodstock, CT 06281
169 Pulpit Rock Rd (map 7278 block 32 lot 26C)	Raymond E. & Jill M Smith 169 Pulpit Rock Rd Woodstock, CT 06281

170 Pulpit Rock Rd
(map 5783 block 48 lot 06F)

Matthew D. Sheldon
PO Box 154
So. Woodstock, CT 06267

- b. **Please send a new notice with the date of the continued hearing date of January 4, 2024, at 7:45pm at least 10 days prior to that date.**
- c. **Due to the need for the meeting to be rescheduled, please post a revised sign at the location of the previous sign with the new date. You can get the revised sign from the Land Use Office.**

2. Regarding the specific proposal:

- a. The proposal is unclear as to how many events and of what scale these events are proposed to be within a calendar year. **Please provide details as to the proposed events, including the number of events and the proposed cap on the number of attendees according to event type.**
- b. Agriculture is a permitted use; therefore, the Special Permit is not about the agricultural activities that are taking place on the property.
- c. Camping was proposed. How many camp sites would be available at any given time? How is waste managed from the campsites? How and where will potable water be provided to the campsites?
 - a. **Has the proposal received NDDH approval for the events business (if required) well as for the campsites?**
 - b. **Campgrounds may be regulated by NDDH or by CT DEEP. Please provide approval from one or both of those agencies or clarify how their approval is not required.**

3. Traffic related concerns:

- a. All the roads leading to the property are town owned public roads therefore they are not limited as to who can traverse them, however sufficient detail should be provided to PZC to review regarding the regulation standards and the Commission's responsibility to ensure public health, welfare and safety.
- b. Please provide the required traffic report.
- c. There is a concern about potential traffic generated by the proposed events. There was an unspecific mention of having constable(s) for events.
 - a. What is the proposal for the size event where a constable would be utilized?
 - b. How many constables would be used per event and where would they be located?
 - c. What is the duration a constable would be involved with an event?
- d. There are concerns regarding event-generated traffic on local neighborhood roads. There was an unspecific mention of the applicant guiding guests to use a preferred route to the site.
 - a. How would the preferred route be shared with guests?
 - b. Would signage be used? *(Note: Please check the sign regulations standards. Proposed signs can be included in this application. Additional signs may be allowed in the future per Regulations and would require their own Zoning Permit and fees.)*

- c. Would the preferred route be put on the website and provided with any invitations or promotional materials related to events to take place on the site?
- d. Would other measures be taken to promote the preferred route?
- e. There are concerns about guests leaving the site after having consumed alcohol.
 - i. Who's in charge of the serving of alcohol? It was stated caterers will prepare the food. Would they also be serving the alcohol?
 - ii. **Please confirm the caterer and/or the event will require a liquor license and the servers must continue to follow relevant laws regarding the serving of alcohol.**