

**Woodstock Zoning Board of Appeals
Tuesday, January 14, 2019
Regular Meeting– 6:00 p.m.
Town of Woodstock Town Hall, lower level, Meeting Room B**

MINUTES

I. Monthly Meeting

- a. Call to Order – Meeting was called to order by Suzanne Woodward at 6:03 p.m.
- b. Roll Call – William Brower, Suzanne Woodward, Ray Smith, Victor Peabody. Others present: Tina Lajoie (ZBA Staff). Absent: Marty Nieski and Robert Laurens.

II. Designation of Alternates: None

III. Review of Minutes – April 10, 2018

MOTION TO APPROVE MINUTES BY W. BROWER, SECONDED BY R. SMITH. MOTION CARRIED UNANIMOUSLY.

IV. Organizational Meeting

- a. Election of Officers - It is discussed that the same slate of officers should remain for the upcoming year since we had no business in the last year.
**W. BROWER NOMINATES S. WOODWARD FOR CHAIR
R. SMITH FOR VICE CHAIR AND R. LAURENS FOR SECRETARY FOR 2019-2020. MOTION BY R. SMITH TO ACCEPT AS NOMINATED, SECONDED BY W. BROWER. MOTION CARRIED UNANIMOUSLY.**
- b. Review of bylaws – The only change will be meeting date to the 3rd Monday of the month at 6:00 p.m. Change will be made by T. Lajoie and new bylaws will be e-mailed and printed for the next meeting for approval. February meeting will be on the 11th of February due to holiday conflict.
MOTION TO CHANGE THE USUAL DATE OF MEETINGS TO THE 3RD MONDAY WITH THE EXCEPTION OF FEBRUARY MEETING WILL BE HELD ON THE 11TH, SECONDED BY S. WOODWARD. MOTION CARRIED UNANIMOUSLY.

V. New Business

- a. Update on new members – Welcome Victor Peabody, newest alternate. Board is still seeking additional members.
- b. Approval of 2019 calendar for meetings. **MOTION BY S. WOODWARD TO ADOPT MEETING SCHEDULE AS PRINTED, SECONDED BY R. SMITH. MOTION CARRIED UNANIMOUSLY.**
- c. Review and vote on budget for 2019-2020 fiscal year.
Request from Treasurer to be submitted by January 21st. Currently \$825 and most is for notices, all in one category. ZEO time will need to be considered. Minute taker is

now in the BOS budget. Meeting schedule has been adjusted to allow for the attendance of the minute taker to the meetings. An estimation of four meetings for the year would be fair. After discussion on the needs of the Board, it was decided that an overall increase to \$1,000 would be appropriate considering staffing costs for ZEO, training for new members and legal notices. **MOTION BY S. WOODWARD TO INCREASE BUDGET TO \$1,000 FOR FISCAL YEAR 2019/2020, SECONDED BY R. SMITH. MOTION CARRIED UNANIMOUSLY.**

c. Discussion on Certification of Location and procedures.

T. Lajoie explains that a preliminary discussion was recently held before the PZC with the owners of the Woodstock Country Store and their representative with a proposal to rebuild the current country store and have gas pumps next door in the spot of the residential structure that would be demolished to make room for the two pumps. (See meeting minutes of PZC 11/15/2018 for details). State Statutes Section 14-321 states that any person who desires to obtain a license for the sale of gasoline or any other product under the provisions of section 14-319, shall first obtain and present to the commissioner a certificate of approval of the location for which such license is desired. Based on the population in Woodstock, this Certificate of Location comes from the ZBA. Once this application is approved, then the applicant would then need to obtain additional permits from IWWA, NDDH and PZC prior to state approvals. A discussion ensued on what ZBA's responsibility would be when reviewing a potential applicant to include traffic conditions, width of highway and effect on public travel. There can be conditions placed on the location or recommendations from ZBA to PZC to consider with the Special Permit. A request was made to locate the attorney's opinion in a previous Certificate of Location which provided details about the process.

Discussion also ensued on the need for a blight ordinance in town to address some of the problematic properties that are in need of demolition or clean up. There was a question on the box car at 78 Pulpit Rock and the limited time that was given for the car to be moved off of the property, if any. There was a request for T. Lajoie to follow-up on whether there was a time limit placed.

VI. Unfinished Business - None

VII. Correspondence & Bills

a. CT Federation of Planning & Zoning Quarterly Newsletter

VIII. Citizen's Comments - None

IX. Adjournment at 6:45 PM

**MOTION TO ADJOURN BY S. WOODWARD, SECONDED BY W. BROWER.
MOTION CARRIED UNANIMOUSLY.**

Respectfully Submitted,

Tina M. Lajoie, ZEO

