

# WOODSTOCK PLANNING AND ZONING COMMISSION

## Woodstock Town Hall, Meeting Room 1

MINUTES Regulation Review Subcommittee Thursday, February 6, 2014

- I. The **call to order** by Sub-Committee Chair D. Fortin was at 7:32 PM.
- II. **Roll Call** –J. Adiletta, S. Blodgett, D. Fortin, F. Rich, D. Porter , D. Durst, Town Planner Delia Fey. Absent – D. Young, J. Anastasi, J. Gordon, T. Serrine, L. White. (D. Young and J. Gordon asked that they be excused)
- III. **Minutes of January 9 Special Meeting:** approved (Motion S. Blodgett//J. Adiletta, with J. Adiletta abstaining)
- IV. **Citizen’s Comments** – D. Durst reference the 2010 Lebanon PoCD model which Planner Fey had previously provided; as an example of a brief, goal-oriented Action Steps guide to the growth of the Community rather than fully-written proposed zoning regulations.
- V. **Town Planner Comments:** The Draft open space map has been completed by NECCOG. Three copies of the draft of the Open Space map, which locates all parcels in various categories of Open Space, will be rotated among the other applicable Commissions (Conservation, Open Space Acquisition, Agriculture, and Recreation) for review as well as being reviewed by Planner Fey.
- VI. **Other:** Planner Fey stated that the Build-out analysis was sent to us in electronically; 2 paper copies are requested of the over-sized pages which the Town Hall does not have the capacity to print; the other pages are to be printed in-house, creating two complete copies for Commission review. Planner Fey has asked NECCOG for the narrative.
- VII. a) **Review of Ch II draft:** Having been distributed at the December meeting, the consensus was that the draft of Chapter II seems fine so far, with a few pending pieces of data yet to be inserted.  
b) **PoCD maps** are being prepared by NECCOG. No further update, although they are expected very soon.  
c) **Review of material** from public forums: all present have read the materials and note that they will be referenced when the text of the revision to the PoCD is presented.  
d) **Future discussions:** Planner Fey updated the Flow Chart of activities needed before the deadline for submission of the PoCD to the State. She was asked to organize a meeting, possibly with NECCOG, to review current housing statistics based on census and economic data, in order to address the status of entry-level housing and Affordable Housing. The Commission agreed that the March meeting will be devoted to review of the maps contracted from NECCOG such as Historic District, Fire Districts and similar documents. The April meeting will focus on the subject of Housing.
- VIII. **Proposed text for PA 490 insertion into updated PoCD:** Planner Fey created text which precisely specifies the recommendation for a change in the parcel sizes which the Commission will request from the town. When asked about the specific language, Planner Fey stated that she felt it is appropriate to insert the precise recommendation into the Draft of the PoCD, in light of the fact Woodstock does not have a map of the locations in town where Open Space is considered more desirable than others. The enabling language that allows for all parcels of the approved size in Woodstock to be eligible for participation in the program must be within the POCD. Chairman of the Subcommittee will work with Planner Fey to identify where in the Draft the text will be

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placed, and create a new section if it is required. Planner Fey will query several sources to determine if a PoCD Ordinance is required or if only a Resolution or Policy is required by statute.

### **IX. NEXT REGULATION REVIEW MEETING: March 6, 2014**

- a) Review of any completed maps contracted from NECCOG such as fire district map and historic district.
- b) Report on action items from this meeting;
  - 1) Is there a need for Woodstock to adopt an Open Space Assessment Ordinance as stipulated in the “Connecticut Farm Bureau Publication” guide to Public Act 490. Planner Fey to investigate and contact Town Attorney if needed.
  - 2) The Distribution of the Draft Open Space Map to other boards and commissions, and any comments received. to be done by Planner Fey
  - 3) Provide the two full hardcopies of the Build-out analysis to the subcommittee. These copies will be passed out to the Subcommittee; they can be taken home for review by members in an effort to save time at the subcommittee. To be done by Planner Fey.
  - 4) Determine and propose where in the current POCD Draft the P.A.490 language should be inserted. To be done by Planner Fey and Chairman Fortin.
  - 5) Review the current Strategic plan (dated 11/7/2013) and propose the location within the POCD draft that the enabling language should be inserted for each item appropriate to be included within the POCD. To be done by Chairman Fortin and Planner Fey.
- c) Confirm April 3<sup>rd</sup> subcommittee meeting, Topic to be Housing.

**X. Comments:** D. Durst asked about Planner Fey preparing revisions of the current Agriculture and Economic Development Chapters for the next meeting; Chair Fortin stated that he will integrate the activities enumerated on the Strategic Plan into the draft and determine what new chapters/sections will be needed.

**XI. Adjournment:** 9:14 PM. (F. Rich/J. Adiletta)

Submitted by David Fortin, Regulation Review Subcommittee Chair 02/13/14

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