

# Woodstock Planning & Zoning Commission

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## MONTHLY BUSINESS MEETING

Thursday, April 18, 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 7:33 pm. A moment of silence was taken in honor of First Selectmen Jay Swan and his family.
  - a. Roll Call- Noted for record: Quorum  
Members Present- Jeffrey Marcotte (Chair), Joseph Adiletta, Joe Polulech, Aaron Farbo, Mark Blackmer, David Morse, Timothy Young  
Members Present via Zoom - none  
Members Absent- Doug Porter, Dwight Ryniewicz, Syd Blodgett, John Day, Dean Gould  
Others Present- Delia Fey (Town Planner), Cameron James (Assistant Planner), Laura Curley and Recording Secretary Amy Monahan. Public attendance via Zoom: Woodstock ZEO Dan Malo
  - b. Designation of Alternates: N/A
  - c. Pledge of Allegiance: Jeffrey Marcotte led the Pledge of Allegiance
2. **Chair's Report**
  - a. None
3. **Citizens' Comments**
  - a. Laura Curley shared her findings when she researched the existing Air BnB locations in Woodstock CT. She distributed the list of 16 locations to the board members for their reference.
4. **Meeting Minutes**
  - a. April 4, 2024
    - i. David Morse made a **\*Motion** to approve the April 4, 2024 Meeting Minutes as presented. **\*Seconded** by Joe Adiletta. **\*The motion passed** with two abstaining (Polulech & Young).
5. **Public Hearing**
  - 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
    - i. Jeffrey Marcotte opened the public hearing at 7:45 pm.
    - ii. It was noted that this public hearing was noticed 4/5/2024 and 4/12/2024 in the Woodstock Villager Newspaper.

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- iii. There is no person present to represent this application. The Highway Foreman did approved the activity and submitted his requests for the property. Cameron James agrees with the highway foreman and found no concerns with the activity presented.
- iv. Dan Malo noted that the application states that the Town Highway Foreman specifications will be met by the applicant as requested.
- v. The adjacent neighbor has no issues with the proposed activity.
- vi. Joe Polulech made a **\*Motion** to close public hearing #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. **\*Seconded** by David Morse. **\*The motion passed unanimously.**

## 6. Old 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
  - i. David Morse made a **\*Motion** to approve #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 with condition that the highway foreman suggestions from march 7<sup>th</sup> memo are met and the amendment of setting 16 feet for the flare noted in that memo as requested by the chair. **\*Seconded** by Joe Polulech. **\*The motion passed unanimously.**

## 7. New Business

- a. None

## 8. Review of Home Occupation Permit Applications

- a. None

## 9. Non-Residential Zoning Permits

- a. None

## 10. Plan of Conservation & Development Update

- a. Jeffrey Marcotte noted that the Board of Selectmen have contacted TYCHE for a quote for the POCD project and a decision should be made before next meeting.

## 11. ZEO Reports

- a. Office
- b. Permits
  - i. Dan reviewed Taylor Brooke changes of adding craft food and new brewing which both fall within the limits of the current special permit.
- c. Enforcement
  - i. Dan is working on review of Pulpit Rock Road operations and looking into the Toutant Air Strip expansion currently taking place via dumping of fill materials.
    - 1. Joe Polulech suggested that Jay Scranton accompany him to visit the airport fill issue.
  - ii. Dan shared that the billboard sign in question near the Woodstock Plaza is in the State right of way and no permit can granted by the town. Similarly, no enforcement can be taken by the town.
    - 1. Joe Adiletta noted he thought that the town previously had issued a permit for the sign in question.

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## 12. Budget Review & Bills

- a. None

## 13. Citizens' Comments

- a. Dan Malo shared that he will be taking the CAZEO certification training in May.

## 14. Correspondence

- a. Uconn CLEAR In-person Land Use Commissioner Training. April 27, 2024, 9 a.m. to 12 p.m. Covers three hours of required CGS Sec. 8-4c training.
- b. CT Senate Bill 335, An Act Concerning Short-Term Rental Properties. Has been introduced, currently being reviewed by OLR and OFA. The current session ends May 8<sup>th</sup>
- c. UConn CLEAR will be presenting different trainings on the 3<sup>rd</sup> Thursdays through August.

## 15. Adjournment

- a. Mark Blackmer made a **\*Motion** to adjourn. **\*Seconded** by Tim Young. **\*The motion passed unanimously**. The meeting adjourned at 8:27 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.