

**WOODSTOCK PLANNING & ZONING COMMISSION
REGULAR MONTHLY MEETING
THURSDAY, NOVEMBER 20th, 2014 AT 7:30 PM
WOODSTOCK TOWN HALL, MEETING ROOM 1**

I. MONTHLY MEETING AT 7:30 PM

- a. Call to Order – Meeting was called to order by Chair, Jeff Gordon at 7:30 p.m. Noted that there is a quorum.
- b. Roll Call – Jeff Gordon, Dorothy Durst, Fred Rich, Doug Porter, Gail Dickinson, Dexter Young, Travis Serrine, Syd Blodgett, Joseph Adiletta, John Anastasi (7:36pm arrival), Delia Fey, Laura Cournoyer-Gagne
- c. Absent – Lynn White

- II. CHAIR’S REPORT** – Jeff Gordon: Reminder that this is an organizational meeting, includes reviewing the bylaws, meeting schedules of 2015 and setting annual legal training session. Thanks for all who attend and Happy Thanksgiving. December subcommittee meeting notifications will be sent out. Copeland item regarding conservation easement – BOS accepted w/no changes. Dave Fortin has resigned from the PZC, effective 11/17/2014. Dave started as an alternate in 2007 and full member in 2009. Thanks for years of service from the commission. Dave thanked everyone for their time and service. This commission can vote on open vacancy, per State Statutes and Town Ordinance.

MOTION TO ADD AS NEW AGENDA ITEM IV FOR VACANT SEAT MADE BY DOROTHY DURST, SECONDED BY DEXTER YOUNG, MOTION PASSED UNANIMOUSLY.

MOTION TO MOVE OLD ITEM XI TO BE NEW ITEM V, POCD, MADE BY DOROTHY DURST, SECONDED BY JOE ADILETTA. MOTION PASSED UNANIMOUSLY.

- III. DESIGNATION OF ALTERNATES** – Travis Serrine

IV. VACANCY

MOTION TO NOMINATE TRAVIS AS FULL MEMBER FOR REMAINDER OF TERM MADE BY DEXTER YOUNG, SECONDED BY JOHN ANASTASI. MOTION PASSED UNANIMOUSLY.

(There was no need for further seating of an Alternate.)

- V. POCD UPDATE** – Jeff Gordon is working on getting photos from Leslie Sweetnam and Woodstock Historical Society. Map status: Delia Fey stated that draft maps reflect land uses around town, not a zoning map, only dominate land use. Non-land use district shows as none zoning districts. Zoning maps have already been updated to show the three districts. Fire district map has been updated with the Fire Marshal. Road map still in progress but should be done soon. Deadlines are coming up, public hearing scheduled for February 19, 2015.

Reva Seybolt – AG Commission reminded the Commission about list of POCD recommendations dated 2012. There was discussion. Jeff Gordon suggested that the

current POCD draft be kept as is heading into the February 2015 public hearing, but that between now and then the Commission review the 2012 AG Commission document and consider items to present about it at the public hearing. Anything new could be brought up at public hearing and changes could be made then, from the commission or the public. Delia Fey to get another update on maps. POCD to remain an active item on agenda for December 19th.

VI. CITIZENS COMMENTS – Ms. Seybolt: Concerns with square footage for farms regarding accessory apartments. Discuss with item #10.

VII. MEETING MINUTES – October 16, 2014
MOTION TO APPROVE MADE BY GAIL DICKINSON, SECONDED BY FRED RICH. TRAVIS SIRRINE & JOHN ANASTASI ADSTAINED, MOTION PASSED UNANIMOUSLY.

VIII. NON-RESIDENTIAL ZONING PERMIT

Line Master Switch/Mansion at Bald Hill, 144 Bald Hill Rd, 23' x 23' + 8'4" x 19'6" carport Delia Fey – Line Master would like to attach car port to existing building. Joe Adiletta, applicant mentioned lighting only inside the carport, Tim Carlone, Linemaster, some lights may be added, Syd Blodgett concern of contamination on site how far and in which direction: North East 300 yds. Delia Fey stated that covered entrance requires zoning permit, not special permit. Since this is just a covered entrance, nonresidential zoning permit is needed. **MOTION TO APPROVE MADE BY DEXTER YOUNG, SECONDED BY JOE ADILETTA. MOTION PASSED UNANIMOUSLY.**

IX. PRELIMINARY DISCUSSION

a. Shane Pollock (Paine District Estates), Paine Road (Map 5165, Block 8, Lot 4-3) – change to driveway location – Delia Fey stated subdivision approved in 2004, move to different location from corner to straight away. Should it be reviewed by Town Engineer or Town Hwy Foreman? Norm Thibeault, P.E. representing Shane Pollock, explains proposal to move driveway away from curve and make it a straight away, sight lines are a couple hundred feet. Okay to have the Hwy Foreman take a look at plans and apply for driveway application permit to change driveway.

b. Edward Wetherill, Rocky Hill & Shields Rd (2-lot subdivision Diane Nerkowski #511-05-4) – modification of subdivision – Delia Fey noted that this was withdrawn.

X. NEW BUSINESS

621-11-14 Dennis Pilipaitas, 1422 Rte 171 (Map 7274, Block 43, Lot 12/12 A-2) – boundary line adjustment. Delia Fey - this was a subdivision many years ago, approved in 1986. Request to move boundary line. Paul Archer, rep for Dennis Pilipaitas, letter 11/19/14, B-100 application approved through NDDH. Boundary modification from pin to pin, selling house only. Jeff Gordon noted 11/18/14, all requirements met. On application, pg. 6, pending was checked, should have been N/A. **MOTION TO**

APPROVE BOUNDARY LINE ADJUSTMENT MADE BY GAIL DICKINSON, SECONDED BY JOE ADILETTA. MOTION PASSED UNANIMOUSLY.

MOTION TO MOVE UP BUDGET REVIEW & BILLS, ELECTIONS, 2015 MEETING SCHEDULE AND ANNUAL LEGAL TRAINING MADE BY DOROTHY DURST, SECONDED BY GAIL DICKINSON. MOTION PASSED UNANIMOUSLY.

- XI. BUDGET REVIEW AND BILLS** – New bill from the Villager, paid by Jeff Gordon, no additional bills have been accrued.
- XII. ELECTIONS**
- a. Chair – Jeff Gordon, nominated, **MOTION TO ACCEPT MADE BY JOHN ANASTASI, SECONDED BY TRAVIS SIRRINE, MOTION PASSED UNANIMOUSLY**
 - b. Vice-Chair – John Anastasi, nominated, **MOTION TO ACCEPT MADE BY DOROTHY DURST, SECONDED BY TRAVIS SIRRINE, MOTION PASSED UNANIMOUSLY**
 - c. Secretary – Dorothy Durst, nominated, **MOTION TO ACCEPT MADE BY DEXTER YOUNG, SECONDED BY JOHN ANASTASI, MOTION PASSED UNANIMOUSLY**
 - d. Regulations Review Subcommittee Chair – Jeff Gordon, nominated, **MOTION TO ACCEPT MADE BY DOROTHY DURST, SECONDED BY JOHN ANASTASI, MOTION PASSED UNANIMOUSLY.**
- XIII. 2015 MEETING SCHEDULES**
- a. Monthly Commission Meetings – as noted in memo dated 10/29/14
 - b. Monthly Subcommittee Meetings – as noted in memo dated 10/29/14 **MOTION MADE TO ACCEPT AND SUBMIT TO TOWN CLERK BY JOE ADILETTA, SECONDED BY TRAVIS SIRRINE, MOTION PASSED UNANIMOUSLY.**
- XIV. ANNUAL LEGAL TRAINING SESSION** – Pick a date
Note: Questions should be submitted in a timely fashion, preferably a month ahead of time.
April 2, 2015 at 7:30p.m. MOTION TO PROPOSE TO TOWN ATTORNEY MADE BY JOE ADILETTA, SECONDED BY DOROTHY DURST. MOTION PASSED UNANIMOUSLY.
- XV. BYLAWS REVIEW** – After annual legal session
MOTION TO ADD BYLAWS REVIEW IN TO AGENDA MADE BY JOE ADILETTA, SECONDED BY DOROTHY DURST, MOTION PASSED UNANIMOUSLY. There was discussion. No changes to Bylaws were needed. **MOTION MADE BY DEXTER YOUNG, SECONDED BY GAIL DICKINSON TO ADDIN THE 2013 AND 2014 REVIEW DATES TO THE END OF THE BYLAWS DOCUMENT. MOTION PASSED UNANIMOUSLY.**
- XVI. PROPOSED ZONING REGULATION TEXT AMENDMENT, PROPOSED REVISIONS**
- a. Article II, Definitions, Accessory apartment – A second dwelling unit, not to exceed the specified size in the standards for the applicable district, that is contained on the

same lot as a single family residence and that is clearly subordinate to the main dwelling unit in terms of size and appearance.

b. Article IV, Section C. Subdivision, Subsection 2. Dimensional Requirements a. i & ii. Subsection 3. Standards a.a – Subsection 2a. ii - A lot shall contain at least three-quarters (0.75) of an acre of contiguous buildable area. Subsection 3a. – No more than one single family dwelling or one single family dwelling with an accessory apartment as provided below shall be allowed on each lot. One accessory apartment shall be permitted per single family dwelling provided the apartment does not exceed seven hundred fifty square feet (750SF) in size and the lot meets all requirements of these Regulations.

c. Article IV, Section H, Lake District Uses, Subsection 2.a.ii – One accessory apartment shall be permitted per single family dwelling except on nonconforming lots provided the apartment does not exceed seven hundred fifty square feet (750SF) in size, and the lot meets all requirements of these Regulations. AG Commission: Reva Seybolt: Labor on farms would require more than 750 sq. ft. of living space. Structures should comply with regulations if a second dwelling unit, but if already has second dwelling unit then does not apply; i.e. if changing a barn into dwelling unit then regulations apply. Paul Miller – alternate member of AG commission: Multifamily use may meet requirements for farm to have multiple homes on it, recommending possible separate section specific to farming. May not need changing right away, but is possible that it may need to be at some point in the future. Fred Rich – also notes that surveying costs are very expensive in having to separate property for additional dwellings, due to subdivision rights. Could add wording for agriculture uses. Can look into multifamily dwellings for agriculture. Dorothy Durst thanked the AG Commission for attending tonight's meeting. The AG Commission to come back for further discussion. Schedule public hearing, 35 day notice, January 15, 2015 for public hearing. **MOTION TO ACCEPT THE ABOVE TEXT AMENDMENTS AS WRITTEN AND SCHEDULE A PUBLIC HEARING FOR 1/15/15 AT 7:45 P.M. MADE BY GAIL DICKISON, SECONDED BY JOHN ANISTASI. MOTION APPROVED UNANIMOUSLY.**

XVII. ZEO REPORT

a. Report on Zoning Enforcement – October / November 2014 –
14 Shore Dr. - Cleaned up. Resolved.

10 Oak Hill Lane – addresses have been researched and all letters returned, property foreclosed on, once known as to who purchased property, new letters to be sent out, as problems with property goes with the purchase.

49 Redhead Hill Rd - started addition project without permits, sent letter and they came in to apply for permits and got health department approval and is now resolved.

109 Redhead Hill Rd – construction started without permit, letter sent, and permits now applied for, NDDH permit pending.

4 Perrin Rd – owner still in poor health, but has obtained help to clean up and making progress.

b. Report on Zoning Permits – October / November 2014 –
Permits are inspected to be sure of compliance.

XVIII. CORRESPONDENCE

- a. Woodstock Agricultural Commission feedback on POCD
- b. CT Siting Council notification that Woodstock Fairgrounds at 281 Rt 169 has submitted petition No. 1119 for a 3-pole mounted cell tower – for better cell phone reception.
- c. Notes from meeting 9/16/14 between Academy Headmaster, Academy trustees and members of Building and Grounds Committee and Members of the Public – Delia Fey to go back and look at what was approved for Bentley Field, pull document to review then decide if needed for an agenda meeting.

XIX. MINUTES OF OTHER BOARDS AND COMMISSIONS

Inlands/Wetlands Commission

XX. OTHER

- a. Planning Board, Dudley, MA – notice of Annual Fall Town Meeting re: proposed zoning changes – public hearing 10/08/14
- b. CFPZA Newsletter, Fall 2014
- c. Doug Porter asked if Town Solar Energy project needs zoning permit or not. Delia Fey to check on this and inform Commission.

MOTION TO SEND LETTER OF APPRECIATION TO DAVE FORTIN MADE BY JOE ADILETTA, SECONDED BY TRAVIS SIRRINE. MOTION PASSED UNANIMOUSLY.

XXI. ADJOURNMENT - 9:40p.m.

MOTION MADE BY FRED RICH, SECONDED BY JOHN ANASTASI. MOTION CARRIED UNANIMOUSLY.

Respectfully Submitted,

Laura Cournoyer-Gagne, Recording Secretary

DISCLAIMER:

These minutes have not yet been approved by the Planning & Zoning Commission. Please refer to next month's minutes for approval/amendments. Please note that the audio recording is the legal record of the meeting.