

NORFOLK PLANNING & ZONING COMMISSION

Special Meeting

November 22, 2016 @ 6:30 p.m.

Minutes - Draft

Present: Michele Sloane, Chair, Schuyler Thomson, Tom Fahsbender, Betsy Little, Paul Madore, and alternates Marion Felton and West Lowe.

Also Present: Mike Halloran, ZEO

1. Call to order

2. Roll call

- a. Marion Felton to sit for Larry Freedman and West Lowe to sit for Byron Tucker

3. Application by Ryan Craig of Four Winds Endeavors for a modification of the Site Plan Approval for the Convenience Store-Deli located at #6 Station Place

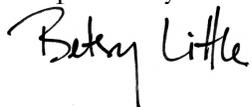
- A. It was noted by Michele Sloane that the site plan approval for the convenience store-deli was not granted under the regulations for a Special Permit and that the Special Permit for Village District Review of the convenience store-deli is not being altered by this application.
- B. Ryan Craig described the proposed modifications which are; 1) to add an unstaffed “night pantry” to the vestibule area so locals can pick up staples with a keycard after hours; 2) to keep the two small carriage lights on during the night to welcome people to the night pantry; 3) to have a few seasonal tables on the front patio and; 4) to attach 2 smaller signs to the building which will afford better visibility than the originally proposed large hanging sign.
- C. Discussion was held with regard to the items noted above. The commission discussed the lights and the consensus was that the two carriage lights are of a low wattage and will be pale in comparison to the town’s street lights.

A motion made by West Lowe, seconded by Schuyler Thomson, to approve the amendments to the site plan as requested was approved unanimously.

4. Adjournment:

A motion made by Schuyler Thomson, seconded by Tom Fahsbender, to adjourn the meeting at 7:00 p.m. was approved unanimously.

Respectfully submitted,



Betsy K. Little - Secretary