

NORFOLK PLANNING & ZONING COMMISSION

Regular Meeting

June 12, 2018 @ 6:30 p.m.

Minutes - Draft

Present: Michele Sloane – Chair, Tom Fahsbender, Larry Freedman, Betsy Little, West Lowe (alternate) and Marion Felton (alternate)

Also Present: Mike Halloran ZEO

1. Call to Order

2. Roll Call

A. West Lowe sitting for Byron Tucker and Marion Felton sitting for Paul Madore.

3. Agenda Review

Receipt of the June 28, 2018 special meeting notice added to the agenda as a handout to commission members.

4. Approval of Minutes:

A. Special Meeting of the POCD minutes May 7, 2018.

A motion made by Tom Fahsbender, seconded by Marion Felton, to approve the minutes of the Special Meeting of May 7, 2018 as amended was approved unanimously.

B. Regular Meeting May 8, 2018.

A motion made by West Lowe, seconded by Tom Fahsbender, to approve the May 8, 2018 minutes of the regular meeting as amended was approved unanimously.

5. Public Comment: None.

6. Old Business: None.

7. New Business:

A. Discussion was held with the owners of #207 Westside Road and their architect Simon Aldridge regarding renovations to restore the original Pupin stone building. They are looking to create some gallery space in place of the chopped up offices and laundry rooms etc. that are currently there. A Special Permit has been in place for 18 years allowing the property to be used as a religious retreat. It was the consensus of the commission that creating gallery space for internal use is consistent with the existing special permit thus no Zoning Permit is required. Should the use change then the Special Permit would need to be modified.

B. Discussion was held with Tracy Hayhurst and Kate Johnson on behalf of the owners of # 26 Doolittle Drive regarding an expansion of Farm Use. An equipment shed will be torn down and replaced by another building housing a commercial kitchen for farm use only and there will be two bedrooms for overflow guests that are not connected to the commercial

kitchen. Torrington Area Health has no issues and this building does not meet the criteria of an accessory structure. It was the consensus of the commission that as a commercial kitchen for farm use is consistent with farm use no zoning permit is required.

8. Bills and Correspondence:

A. Invoice #1447 from Planimetrics for \$2,659.53 for work on the POCD. A motion made by Betsy Little, seconded by Tom Fahsbender, to pay this invoice was unanimously approved.

B. Invoice #80698 from Howd, Lavieri and Finch LLP for \$220 for general attorney advice.

A motion made by Tom Fahsbender, seconded by West Lowe, to pay this invoice was unanimously approved.

9. : ZEO Monthly Report

A. See attached

10. Action Items and Responsibilities:

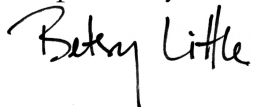
A. On Monday, June 18th Peter Flinker in co-ordination with the Norfolk Foundation for the benefit the POCD will conduct a workshop about “downtown enhancement.” There will be a walk-about from 6:00 to 7:00 pm and then a discussion from 7:00 to 9:00 pm at the HUB.

B. Reminder: Next POCD special meeting Thursday June 28th at 5:00 pm at the town hall.

11. Adjournment:

A motion made by Tom Fahsbender, seconded by Marion Felton, to adjourn the meeting at 8:00 p.m. was approved unanimously.

Respectfully submitted,



Betsy K. Little, Secretary