

Norfolk Planning & Zoning Commission  
Meeting  
October 8, 2019  
6:30 p.m.  
Draft Minutes

**Present:** Tom Fahsbender, Chairman, Chris Schaut, Paul Madore, Lawrence Freedman, Schuyler Thomson, West Lowe, Michele Sloane. Marion Felton

Also Present:

1. Call to Order – Meeting was called to order at 6:30 p.m.
2. Roll Call
3. Agenda Review – Addition of Invoice from Planimetrics to Bills and Invoices and discussion of solar panels to ZEO report. Motion made to approve additions by Michele Sloane, seconded by Chris Schaut and unanimously approved.

4. Approval of Minutes

Special meeting September 9, 2019 - Motion to approve the amended minutes of September 9, 2019 made by Marion Felton, seconded by Paul Madore and unanimously approved.

5. Public comment - none

6. New Business

- A. #19-025 Site Plan Approval Ryan Craig 6 Station Place Exterior E-bike rental business

Letter from the Norfolk Foundation was received signed by Dawn Whelan giving Ryan Craig the ability to speak on behalf of the Foundation. Ryan spoke about the current E bicycle rentals and the future possibility of pedal bicycles in the future. Question was raised about the number of bikes that would be housed at the Store. Ryan indicated he has other storage alternatives in addition to the front of the Store.

Motion was made by Michelle Sloane to approve the Site Plan with the limitation of, no more than 15 bicycles on display at any one time and the sidewalk to remain unobstructed, seconded by Schuyler Thomason and unanimously approved.

- B. Review of By-Laws

Tom Fahsbender reviewed the bylaws regarding the position of Secretary. Discussion was held to amend Article IV, item C. Secretary. An amendment will be drafted and presented at the November meeting.

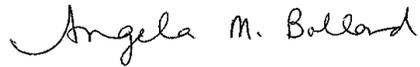
7. Old Business – none

8. Bills and Correspondence – Motion was made to approve Planimetrics invoice #1625 in the amount of \$1,393.00 by Schuyler Thomson, seconded by Marion Felton and unanimously approved.
9. ZEO report – Site visit to Route 44 property is still not in compliance with the number of cars on the property. The next step, a formal letter, will be sent to the homeowner.

Proposed Solar Panels at the Town Dump was discussed as to how they may be affected by Planning and Zoning Regulations.

10. Action items and responsibilities
11. Adjournment - Motion made to adjourn at 7:35 p.m. by Chris Schaut, seconded by Schuyler Thomson and unanimously approved.

Respectfully Submitted,



Angela M. Bollard