

Norfolk Planning & Zoning Commission  
Regular Meeting  
March 12, 2019 @ 6:30 p.m.

Draft Minutes

**Present:** Michele Sloane – Chair, Lawrence Freedman, Marion Felton, Paul Madore, Tom Fahsbender, West Lowe, Chris Schaut  
Also Present: ZEO Michael Halloran

**1. Call to Order – 6:30 pm**

**2. Roll Call** – West Lowe sitting for Schuyler Thomson

**3. Agenda Review** – Motion was made to add Membership Dues to Bills and Correspondence by Marion Felton, seconded by Paul Madore and unanimously approved.

**4. Approval of Minutes**

Motion to approve the February 28, 2019 Special Meeting minutes made by Lawrence Freedman, seconded by Chris Schaut and unanimously approved.

The approval of the February 19, 2019, and the March 7, 2019, Regular Meeting minutes will be reviewed and presented at the April meeting.

**5. Public Comment** – none.

**6. New Business** - none

**7. Old Business**

Public Hearing 6:45 pm. #19-004 To consider an Application for a Special Permit for a Country Inn located at 26 Doolittle Drive per section (3.03-1 (C)(1) of Norfolk’s Zoning Regulations. The Applicant is Tracy Hayhurst for owners David Low and Dominique Lahaussais

Michele Sloane read the legal notice for #19-004. Mailing receipts were received.

Lawrence Freedman recused himself from the Public Hearing.

David Low spoke to the Commission on the business plan for the Country Inn.

Tracy Hayhurst presented information to the Commission on the Farm’s wish to venture into educational programming and “farm-stays”. Due to the fact that the current zoning regulations on farms do not allow for this venture, they are requesting a Special Permit for a Country Inn. According to the plan, there will be total of 5 guest rooms. The rooms, along with the educational programs and cooking classes, will be used for guests

staying at the Inn to create a farm immersion experience. She feels that the Inn would enhance the current community and farming culture that is already in place in Norfolk.

Martin Connor submitted his CV to the Commission attached as Exhibit 1. He read a letter to the Commission outlining the business plan and voicing support which is attached as Exhibit 2.

Jason Dismukes, a Civil Engineer who is working on the project, spoke about the detailed survey conducted on the property. He outlined the process that was used to ensure adequate reserve areas for the septic system. The Site Plan was presented which indicated the required, existing, and proposed conditions for the property. It was requested that a copy of the State approval for the septic system be presented to the Commission.

Jeff Taylor, the lighting designer for the proposed Country Inn project, spoke about the lighting plan. The goal of the plan is to enhance the natural beauty of the property while still providing safe light levels for the public. Taylor stated that the goal is to retain a residential feel to the property.

Kate Johnson outlined the zoning regulations that have been met by the application. Johnson specified that the proposed signage will consist of 2 signs of 2 x 2 feet with lights that comply with the Regulations.

Tracy Hayhurst presented a letter to the Commission from Julie Scharnberg. Michael Halloran read the letter. Her letter is in support of the Special Permit for a Country Inn. It is attached as Exhibit 3.

Christina Vanderlip questioned if the Husky Meadows Farm project would offer educational programs for children. She also questioned the size of the signage and lighting that would be used.

Mike Halloran read a letter from Torrington Area Health that indicated the approval for the additional two guest rooms in the barn, attached as Exhibit 4.

Chris Schaut questioned if alcohol may be provided to guests, why no liquor permit would be required. Tracy Hayhurst indicated she did review this situation and stated that a liquor permit may be required. Alternatively, the Inn would be BYOB.

Mike Halloran questioned the parking including only 16 spaces. The Table on the Site Plan was reviewed, and it appeared that one more space needs to be added to the Site Plan which will be added as stated by Kate Johnson.

The report from Glenn Chalder, Planimetrics is attached as Exhibit 5.

Martha Klein read her letter that opposes the Special Permit, attached as Exhibit 6.

Martin Connor responded to Ms. Klein's public comment. He clarified that they are not requesting a zoning variance, but rather they are requesting a Special Permit. He stated that the application meets all other zoning regulations.

Motion to close the Public Hearing was made by Tom Fahsbender, seconded by West Lowe and unanimously approved.

Motion was made by West Lowe to approve the Application for Special Permit for a Country Inn as it is consistent with the 2009 POCD in that it encourages farming and tourism focusing on cultural, recreational, and rural attributes of the Town. The motion was seconded by Marion Felton and unanimously approved with the following conditions:

Overnight occupancy not to exceed 12 guests, with no Airbnb-type rentals

Events larger than the 18-person maximum indicated in the business plan will be prohibited.

No retail sales other than a farm stand, not to exceed 64 sq. ft., to sell those products produced on the farm or “Husky Meadow” promotional products will be permitted.

Property access, meals, and activities are limited to registered “farm stay” guests only.

Use of only those buildings or areas, or those activities specified in the business plan will be permitted (e.g. the dairy barn, Low dwelling)

No on street parking for Husky Meadow Farm activities is permitted.

Kitchen use will be restricted to employees and “farm-stay” guests of Husky Meadow Farm

Operation is subject to State liquor controls.

## **8. Bills and Correspondence**

Planimetrics invoice for \$4,000.00 for the POCD was presented for payment. Motion to approve made by Tom Fahsbender, seconded by West Lowe and unanimously approved.

A motion to approve the Membership Dues for CFPZA for \$110.00 was made by West Lowe, seconded by Tom Fahsbender and unanimously approved.

- 9. ZEO Report** – Property on Greenwoods Road has 11 cars in driveway. Michael has sent them a non-compliance letter and will follow up.

## **10. Action Items and Responsibilities**

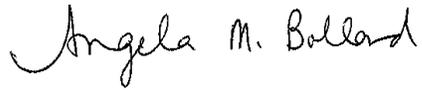
The next POCD meeting is April 17, 2019.

March 27, 2019 is the continuation of the Public Hearing for #19-001 Petition to a Text Amendment to the Zoning Regulations and #19-002, Application for a Zone change.

## 11. Adjournment

A motion was made by Paul Madore, seconded by Chris Schaut, to adjourn the meeting at 8:00 and was unanimously approved.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Angela M. Bollard".

Angela Bollard, Secretary

Exhibits:

1. CV from Martin Connor
2. Letter to the Commission from Martin Connor
3. Letter to the Commission from Julie Scharnberg
4. Letter from Torrington Area Health District
5. Report from Planimetrics, Glenn Chalder
6. Letter from Martha Klein