

Norfolk Planning & Zoning Commission
Regular Meeting
May 14, 2019
6:30 p.m.
Draft Minutes

Present: Michele Sloane – Chair, Lawrence Freedman, Marion Felton, Paul Madore, Tom Fahsbender, Chris Schaut, Schuyler Thomson, West Lowe (alternate)

Also Present: ZEO Michael Halloran

1. Call to Order – Meeting was called to order at 6:30 p.m.
2. Roll Call
3. Agenda review – Planimetrics Bill #1575 added to Bills and Correspondence and May 30, 2019 Northwest Hills seminar was added to Actions Items and Responsibilities. Motion to add items made by Schuyler Thomson, seconded by Marion Felton and unanimously approved.
4. Approval of Minutes

Motion to approve the amended minutes of the special meeting of March 27, 2019 was made by Tom Fahsbender, seconded by Paul Madore and unanimously approved. Motion to approve the amended minutes of April 9, 2019 was made by Chris Schaut, seconded by Marion Felton and unanimously approved. Motion to approve the minutes of the special meeting of April 17, 2019 made by Tom Fahsbender, seconded by Paul Madore and unanimously approved.

5. Public comment - None
6. New Business

Public Hearing 6:30 pm. #19-008 Four Winds Endeavor - Application for Special Permit for Village District Review, 6 Station Place. Michele Sloane read the notice into the record. Ryan Craig from the Berkshire Country Store indicated his request to repaint the store and presented a rendering of the colors. Discussion was held on the color scheme meeting the guidelines of the District and if it fit with other buildings in the area. Motion was made to close the Public Hearing by Schuyler Thomas, seconded by Marion Felton and unanimously approved. Tom Fahsbender made a motion to approve the Application as set forth in the application, seconded by Schuyler Thomson and unanimously approved.

7. Old Business

Review of application #19-005 Site Plan Approval for Foundation for Norfolk Living on Old Colony Rd. Kate Johnson apprised the Commission of her progress with the state bonding and her feeling that the project will be funded in the future. Kate Johnson read a letter into the record from the Norfolk Land Trust giving preliminary approval to move forward with the donation of land from the Foundation for Norfolk Living. Michael Halloran updated the Commission with the engineering report. The report also needs to be reviewed by Inland Wetlands at their next meeting. Ken Hrica

of Hrica Associates, LLC presented the Site Plan to the Commission. Upon the request of Michael Halloran, Mr. Hrica indicated he would put together a maintenance plan regarding the basins as well as the Earth Excavation requirements noted in Section 6.04 for the next meeting. Kate Johnson presented an additional 30 day time extension request to the Commission. Chris Schaut made a motion to continue review of the Site Plan application at the June 11, 2019 meeting, seconded by Tom Fahsbender and unanimously approved.

8. Bills and Correspondence

Invoice from Planimetrics #1569, \$2,254.98 for the POCD. Motion was made by Marion Felton to approve payment, seconded by Schuyler Thomson and unanimously approved. Invoice from Planimetrics #1575 \$250.00 for updated zoning map to include HWOZ. Motion was made by Tom Fahsbender to approve payment, seconded by Chris Schaut and unanimously approved.

9. ZEO report – two zoning permits in May. The 97 Greenwoods Road East tenant has contacted Michael Halloran and removed two of the cars. Tenant indicated he does not conduct a business at this property. The ZEO has advised the tenant that this be submitted in writing to the Commission.

10. Action items and responsibilities

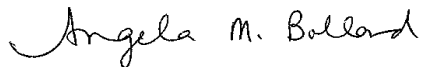
Review of POCD photos – Michele

Agenda for special POCD meeting May 23, 2019 6:30 pm.

NWCOG seminar May 30 2019, if anyone is interested please sign up.

11. Adjournment

Respectfully Submitted,



Angela Bollard