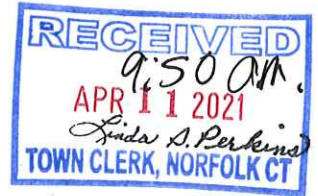


NORFOLK PLANNING & ZONING COMMISSION

Special Meeting
Botelle School Cafeteria
June 22, 2021 @ 6:30 p.m.
Approved Minutes



Present: Tom Fahsbender-Chair, Lawrence Freedman, Paul Madore, Christopher Schaut, Melissa Renkert, Edward Barron, West Lowe (alternate), Jonathan Sanoff (alternate)

Also Present: ZEO Michael Halloran

1. **Call to Order**-6:34 pm
2. **Roll Call** -Alternate Jonathan Sanoff sat for Marion Felton.
3. **Agenda Review**-N/A
4. **Approval of Minutes**-
A motion to approve the minutes as amended for the April 27, 2021, Special Meeting was made by Melissa Renkert, seconded by Christopher Schaut, and approved unanimously.
A motion to approve the minutes as amended for the May 11, 2021, Special Meeting was made by Christopher Schaut, seconded by Paul Madore, and approved unanimously.
5. **Public Comment**- A comment was made by Jenna Brown about the importance of thriving schools and affordable housing to attract young families to the area. She emphasized what a good idea she thought the affordable housing would be.
6. **Old Business**-
 - A. Tom Fahsbender announced the continuation of Public Hearing, #21-008 Petition from Foundation for Norfolk Living for text amendment to the Norfolk Zoning regulations, Section 5.04 Haystack Woods Overlay Zone, for creation of a town road to property located at Old Colony Rd. concurrent with #21-008, #21-009 from Foundation for Norfolk Living for re-subdivision of property at Haystack Woods, Old Colony Rd. including proposal for a new town road.
Melissa Renkert recused herself and West Lowe, alternate, sat for her.
Kate Johnson, President of the Foundation for Norfolk Living, gave an overview for people that might not be familiar with the project. She explained

that the initial plan for the affordable housing project was approved in 2019 which included 2 phases. There were to be 19 homes on a private drive, now there are only 10. She explained that for them to be affordable a grant is needed because there is a funding gap between what they cost and how to sell affordably. So she has applied for CBDG (?) funding, which is through the federal government but the state hands it out. If the foundation has a shot at receiving the fund, the state said they would need a town road, not a private road. Thus, 2 changes are needed. 1-Text amendment change and 2-when it is a town road, it makes it a subdivision, so a subdivision approval application is necessary.

Marin Connor, Certified Planner working with the Foundation, addressed some key issues about how the project will be beneficial to the public, how it will be for the public good. He explained that the project addresses key issues of young people, economic development and more. He stated that it also has public water and sewer.

The text amendments are for 1-Minimum lot size, 2-Setbacks and 3-need to add town road into the chart.

Kenneth S. Hrica, engineer on the project, stated that they had to soften some road curves since it is now a public road and now there will be 10 houses instead of 19 like before.

Kate Johnson said that the meeting tonight is procedural in that they do not have the wetlands approval yet.

Michael Halloran then put into the record 3 letters.

The first, Exhibit 7, was from Matt Ludwig, Fire Chief, about turning radii, he said they were too tight for their fire trucks.

Next, Exhibit 8, was from Fire Marshall Darrell Byrne.

Exhibit 9 was from Troy Lemere, the road superintendent on June 15th.

Michael Halloran said that he asked Troy 4 times to come into the office and review it with him and Troy did not respond. Kenneth Hrica said that Troy approves of the road. Kenneth said Troy reviewed with Matt Riiska, Kenneth Hrica, Kate Johnson and Martin Connor.

Exhibit 10 was a letter from Public Works Dept. They said Old Colony is a good road to use yet they did say that the extra traffic from development will decrease the road surface.

Kenneth Hrica said that he prepared a surface analysis and gave it to the P and Z Commission.

Then Glenn Chalder, P and Z consultant from Planimetrics, said that the 2019 plan had 3 parts. 1-zoning district won't change 2-text amendment is new and 3) Site plan application-there are some moving parts that need to be worked out.

It is similar to the 2019 plan but there are some differences

Major-

- 1) Phasing. There used to be 2 phases but there might only be one now. So phase 2 may have to be disregarded.
- 2) Grading- This would have to be approved because there now is a lot more. And a lot more earth to be removed.
- 3) Applicant needs to request the shape of the new road.
- 4) Modification: Hammerhead needs to be asked and granted.

Medium differences-

- 1) Need wetlands review from Todd Parsons of Lenard Engineering.

Small differences-

- 1) Updating letters from land trust and incorporating it.

Lawrence Freedman noted that wetlands meet the night before the P & Z meeting and asked that the ZEO, Michael Halloran, be kept in the loop.

Glenn also mentioned that the P& Z board either ask for another permit since there is more removal or just allow it and roll it into the plans.

There were no comments from the Public. There were no final questions from P & Z.

A motion to continue the public hearing to July 13th at 6:45 at Botelle Elementary was made by Lawrence Freedman, seconded by West Lowe, and approved unanimously.

7. Bills & Correspondence-

- A. Michael Halloran said that Foundation for Norfolk Living is paying for expenses incurred on their behalf. They will pay for Glenn Chalder for Planimetrics for \$2000 and for Todd Parson of Lenard Engineering for \$3000.

8. **ZEO Monthly report-** Fairly long list of permits.

9. **Action Items-**Attorney search is ongoing with Lawrence Freedman and Edward Barron.

10. **Adjournment-**A motion to adjourn was made at 8:37 by West Lowe, seconded by Paul Madore, and approved unanimously.

Respectfully submitted,

Marinell Crippen, Secretary