

**NORFOLK PLANNING & ZONING COMMISSION**

Special Meeting

Botelle School Cafeteria

August 9, 2022 @ 6:30 p.m.

**Approved Minutes**

**Present:** Tom Fahsbender-Chair, Christopher Schaut, Melissa Renkert, Jonathan Sanoff, Wiley Wood (alternate) Steve Landes (alternate),

**Also Present:** ZEO Michael Halloran

1. **Call to Order-6:30 pm**
2. **Roll Call** -Wiley Wood will sit for Paul Madore. Steven Landes will sit for Marion Felton.
3. **Agenda Review**- none
4. **Approval of Minutes**- A motion to approve the minutes for the June 13, 2022 Special Meeting was made by Christopher Schaut, seconded by Melissa Renkert and approved unanimously.  
A motion to approve the minutes as amended for the Regular Meeting on June 14, 2022 was made by Christopher Schaut, seconded by Steve Landes and approved unanimously.
5. **Public Comment**-Susan MacEachron from Norfolk Now spoke and said that a request was made to her to ask at the meeting if the P&Z are doing everything in their ability to address Ben Schiff and the buildings that are sitting idle in the town. Michael Halloran let her know that this will be addressed later in the meeting from a representative for Ben Schiff.
6. **Old Business**-
  - A. A motion to move 7A to 6 was made by Jonathan Sanoff, seconded by Wiley Wood and approved unanimously.
  - B. 7A-Discussion of Village District additional parking. Troy LeMere, Superintendent of Public Works for the town of Norfolk, spoke and said "he was here for a modification to the Village District plan and that he was here under health, safety and welfare for sidewalks of the town." He noted that they have been redoing sidewalks for the town and that he wants to rectify a snow hazard. He passed out pictures of the sidewalks in front of the

Berkshire Store. He wants a modification to remove the sidewalk that goes into the road because it gets icy. He doesn't have a final plan but wants to make sure P&Z would entertain a modification. Discussion ensued. It was noted that Troy should file an application and bring in a proposal.

- C. 6:53 pm, Public hearing to consider proposed changes to the Zoning Regulations, initiated by the Norfolk Planning and Zoning Commission, and Connecticut Public Acts 21-1, 22-1, and 22-103.

Tom read Public Hearing Notice into record and then read the Roll Call and asked if any members would like to recuse themselves and there were none. Michael Halloran said that a procedural defect had been made and the Commission can do nothing for the opting out portion of the regulations until next month.

Glenn Chalder, consultant from Planimetrics, spoke. He has been working with the Commission on- codifying and housekeeping new regulations from the legislature, namely: 1) accessory dwelling units 2) cottage food operations 3) accessory food/beverages at restaurants 4) opportunity for lower number of parking 5) solar collectors 6) reasonable accommodations for disabilities 7) medicinal and recreation cannabis.

No questions from the public. There was written correspondence from Northwest Hills Council of Governments (NHCOG) that Michael Halloran distributed. Glenn suggested leaving this hearing open.

A motion was made to continue the public hearing to the Commission's regular meeting of September 13<sup>th</sup>, 2022 at 6:45

by Christopher Schaut, seconded by Wiley Wood and approved unanimously.

**7. New Business-**

B. Application #22-020 Lisa Ludwig, 8 Westside Road: Home Enterprise 3.05C Custom Bakery/Home Bakery. Ms. Ludwig spoke.

A motion to accept the application and schedule a public hearing on application 22-020 at the next regularly scheduled meeting on September 13<sup>th</sup> immediately following the public hearing for regulation changes was made by Christopher Schaut, seconded by Melissa Renkert and approved unanimously.

**8. Bills & Correspondence-**

A. Glenn Chalder of Planimetrics submitted invoice #1912 for 2022 updates to P&Z regulations for \$2,000.00. A motion was made to pay Glenn Chalder of Planimetrics for \$2,000.00 by Christopher Schaut, seconded by Jonathan Sanoff and approved unanimously.

B. CFPZA Quarterly Newsletter was distributed.

**9. ZEO Monthly report-**

2 permits in July, a deck and professional home activity. Other activities are as follows:

- 1) Letter to 290 Bruey Rd. possible expansion of special permit approval. Michael received a response today from Mark Tonan, owner of 290 Bruey Rd, and they are proceeding.
- 2) Letter to 459 Wheeler Rd. possible business which has not been permitted. Michael sent 2 letters. The owner said he does not have gun classes there.
- 3) Follow up letter to 299-301 Ashpohtag Road. Michael read the letter and discussion ensued. The question was asked whether the residents are exclusively from Mountainside Rehabilitation facility. Michael will ask Mike Zizka, P&Z consulting attorney, if it matters if they don't come from Mountainside.
- 4) Aquarian Water extended their contract with Haystack Woods for another year.
- 5) Ongoing conversation with Mr. Schiff 24-32 Greenwoods Road West. Christian Allyn, from Allyn Consulting LLC, representing Mr. Schiff and Love Simply LLC, spoke to resolve all issues relating to both properties and to work with the Commission to approve the properties for the sake of the betterment for the town of Norfolk. Mr. Allyn stated that both buildings have received massive structural help. He presented 4 renderings of the proposed changes to the pizza shop building but none of the Thurston building. Discussion ensued.  
Tom Fahsbender noted the concerns the Commission has which are a) an application is needed to determine the use for the buildings b) issues about lot line revisions and a change in the exterior of the Thurston building which is a violation of the Commission's Village District regulations. Mr. Allyn had promised an application for 32 Greenwoods Road West along with a narrative of both 24-32 Greenwoods Road West. Michael Halloran expressed the need for an A2 survey.  
It was decided that Michael will move forward with the enforcement procedure of the Thurston Building and stressing to Mr. Allyn that an application is needed for both buildings.
- 6) A letter had been sent to the owners of 47 Laurel Way Extension regarding an art exhibition at the house. Michael inquired and they stated that it was not an art exhibition, just a bbq and viewing of friends' art. Michael will ask if this is an ongoing art gallery and if so, is this an allowed use?

#### 10. Action Items and responsibilities-

- 1-Michael will give legal notices in paper for two public hearings.
- 2-Will have continuation of a public hearing on Sept 13<sup>th</sup>, 2022 and new public hearing.

11. **Adjournment**-A motion to adjourn was made at 8:07 by Christopher Schaut, seconded by Jonathan Sanoff and approved unanimously.

Respectfully submitted,

Marinell Crippen, Secretary