

NORFOLK PLANNING & ZONING COMMISSION

Regular Meeting

Norfolk Town Hall

June 14, 2022 @ 6:30 p.m.

Draft Minutes

Present: Tom Fahsbender – Chair, Paul Madore, Melissa Renkert, Christopher Schaut, Kevin Gundlach, Marion Felton, as well as alternates Edward Barron and Steve Landes.

Also Present: ZEO Michael Halloran

1. Call to Order - 6:30 pm

2. Roll Call - Edward Barron will sit for Jonathan Sarnoff.

3. Agenda Review -

- A motion to add the Dawn Whalen, Executive Director of the Norfolk Foundation to New Business item 7B to discuss the placement of temporary art installations in town was made by Christopher Schaut, seconded by Paul Madore and approved unanimously.

4. Approval of Minutes -

- A motion to approve the minutes for the Special Meeting on May 5 was made by Christopher Schaut seconded by Marion Felton and approved unanimously.
- A motion to approve the minutes as amended for the Regular Meeting on May 10 was made by Christopher Schaut seconded by Melissa Renkert and approved unanimously.

5. Public Comment -

- Matt Riiska asked that Marinell Crippen submit her invoice for P&Z secretary services before the end of June for payment.
- Ryan Craig, owner of the Berkshire Country Store raised several issues regarding the removal of trees and the potential removal of traffic-calming peninsulas in front of his store due to safety, visibility and parking issues. He stated that snow from winter storms gets plowed onto these peninsulas and often creates a safety hazard as well as blocks the one handicap accessible parking spot.
 - Walter Godlewski spoke up in favor of retaining the existing peninsulas as they serve to 1) calm traffic, 2) provide a pedestrian crosswalk to Robinson Plaza and City Meadow, and 3) removal of the trees and peninsulas would create a bleak, concrete expanse in the downtown area.
 - Kelly Kandra Hughes indicated the area seemed like a safety hazard and urged the town to find a solution to keep the area beautiful and safe while providing access to downtown businesses.
 - Tom Fahsbender advised Ryan that P&Z acts on Zoning applications urged him to work with the property owner to submit an application proposing changes.

6. Old Business -

- The commission reviewed the draft letter written by Wiley Wood and Tom Fahsbender to the Board of Selectman regarding the proposed solar array and the town transfer station. Letters from

the Inland Wetlands Agency and the Conservation Commission were also reviewed. A minor correction was made to the draft letter and a motion to approve the letter and forward to the Board of Selectman was made by Melissa Renkert, seconded by Marian Felton, and approved unanimously.

7. New Business -

- A.** Michael Halloran explained the reason he received a Notice of Abandonment of Special Permit from Coleen Hellerman regarding a 5-bay equipment garage that was approved by P&Z in May of 2021. The owner has submitted two other permit applications to 1) increase the size of the main house, and 2) build a smaller equipment garage. The smaller garage means the Special Permit is no longer needed.
- B.** Dawn Whalen, Executive Director of the Norfolk Foundation introduced Lisa Sigal, co-director for the Yale Summer Art Program. The foundation in conjunction with the art school applied for and received a grant to produce temporary outdoor art installations. Lisa described some of the student proposals and where they plan on placing the public work. Michael Halloran stated he had discussed with members of the Historic District Commission which had no concerns. The P&Z members agreed that the proposal meets two goals stated in the 2019 Plan of Conservation and Development: 1) encourage the creation and display of public art in the downtown area and 2) engage in more partnering with Yale and the Ellen Battel Stoeckel Estate. Michael Halloran noted that the art students displayed outdoor sculptures on the estate meadow on Mountain Road in the 1990's with a simple Zoning Permit.

Christopher Schaut indicated that the school should obtain permission (email) from the property owners where each work will be installed and include those permissions when submitting their Zoning Permit Application.

Matt Riiska noted that the Norfolk Community Association is planning on commissioning public art for display around town as well.

8. Bills & Correspondence -

A motion to approve the invoice from Planimetrics for \$2,000 regarding regulation changes was made by Marion Felton, seconded by Christopher Schaut and approved unanimously.

9. ZEO Monthly report -

- A.** Michael Halloran sent a notice of possible violation to Mark Tonan for expanding the area of his Special Permit use on a different property he acquired abutting his 290 Bruey Road property.
- B.** Michael Halloran expects to talk with Ben Schiff regarding use of the property at 24 Greenwood Rd West and will send a notice of violation if this meeting does not occur by June 20.

- 10. Adjournment -** Motion to adjourn made by Christopher Schaut at 7:45 pm, seconded by Marion Felton was approved unanimously.

Respectfully submitted,

Paul L. Madore, acting Secretary