



NORFOLK PLANNING & ZONING COMMISSION

Regular Meeting

Town Hall

April 9, 2024 @ 6:30 p.m.

Draft Minutes

Present: Christopher Schaut-acting chair, Wiley Wood, Jonathan Sanoff, Jordan Stern, Edward Barron, Steven Landes (alternate), Lise Read (alternate)

Also Present: ZEO Karl Nilsen, Marinell Crippen-recording secretary

1. **Call to Order**-done
2. **Roll Call**-done
3. **Agenda Review**-none
4. **Public Comment**-none
5. **Approval of Minutes**-Wiley Wood made a motion to approve the March 12, 2024, regular meeting minutes, seconded by Jonathan Sanoff and approved unanimously.
6. **New Business** -
 - A. **Discussion pertaining to permit for Annie Johnson of 35 Parker Hill for a dog training business.**

Annie Johnson introduced herself and explained her business. Mrs. Johnson said that 1 dog stays at her house for two weeks, she trains it and then takes it back to their owner. The client drops the dog off at the house and Mrs. Johnson brings it home. She said that she does not need to build anything and that the dog will stay in a crate when not being actively trained. The dogs are usually 6-12 months old. There are no aggressive dogs, and she will not breed them. She does not sell anything, and she will not put up any signs. She does not have or need a license, but does have insurance. After looking over the regulations the Commission decided that this business falls under regulation 303D4 "professional home activity in accordance with the provisions of Section 3.05.B". Section 3.05B is Professional Home Activity and specifically number 3 "The types of activities allowed under this section include but are not limited to: b. design studios such as architects, engineers, interior designers, surveyors and similar design professionals,".

Annie Johnson may now fill out a zoning permit.
 - B. **Mike Zizka presentation to the Agency pertaining to legal matters.**

Mike Zizka, legal counsel to the Commission, presented the legal authority, role and responsibilities of the Commission. A very informative discussion followed.

7 Old Business- none

8 Bills and Correspondence-none

9 ZEO report-none

10 Action Items and responsibilities-Edward Barron brought up that there is work being done on the property on Route 44 that used to be the old pizza place. Ben Schiff, the owner of the property, has not applied for any permits. Karl Nilsen said that he is monitoring the situation. Edward Barron said that he has a potential candidate for the Commission. He will ask them to attend the next meeting, which will go on the agenda for the next meeting.

11 Adjournment

Lise Read made a motion to adjourn at 9:35 pm, seconded by Jordan Stern and approved unanimously.

Respectfully submitted,



Marinell Crippen, Secretary