

**TOWN OF NORFOLK PLANNING & ZONING COMMISSION
REGULAR MEETING DRAFT MINUTES
NORFOLK TOWN HALL – 2nd FLOOR MEETING ROOM
TUESDAY, JUNE 10, 2025 - 6:30 PM**



COMMISSION MEMBERS:

Chris Schaut, Chairman	Jonathan Sanoff	Sandra Anasoulis, Alt.
Edward Barron, Vice-Chairman	Jordan Stern	Bart Wenrich, Alt.
Marion Felton	Wiley Wood	ALTERNATE VACANCY
Steven Landes		

STAFF:

Stacey M. Sefcik, ZEO	Marinell Crippen, Recording Secretary
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1. **CALL TO ORDER & ROLL CALL** 6:30pm Chris Schaut-Chair, Jonathan Sanoff, Steve Landes, Wiley Wood, Edward Barron, Marion Felton, Jordan Stern, Bart Wenrich, Alt., Stacey Sefcik, ZEO, Marinell Crippen, Recording Secretary
2. **AGENDA REVIEW**
 - 1-Wiley Wood made a motion to move 9A to just before #4, Steve Landes seconded and it was approved unanimously.
 - 2-Jordan Stern made a motion to allow Ryan Craig from the Berkshire Country Store to speak and add it to 5B, seconded by Wiley Wood and approved unanimously.
 - 3-Wiley Wood made a motion to add Public Comment to after Agenda Review, seconded by Jonathan Sanoff and approved unanimously.
- 2.B **Public Comment**-none
3. **PUBLIC HEARINGS:**
None.
9. **EXECUTIVE SESSION TO DISCUSS PENDING LITIGATION IN THE FOLLOWING MATTERS:**
 - A. *Assessment by Default & Judgment by Norfolk Citation Hearing Officer* dated April 4, 2023, and filed at Volume 129 Page 194 of the Town of Norfolk Land Records.
24 Greenwoods Road West
Jonathan Sanoff made a motion to go into an executive session at 6:38 pm which included the first selectmen, all members of the commission, Stacey Sefcik, Marinell Crippen, Matt Riiska and attorney Peter Ebersol, seconded by Edward Barron and approved unanimously.
The members of the executive session returned at 7:11pm and no decisions or votes were taken.
4. **OLD BUSINESS:**
None.
5. **NEW BUSINESS:**
 - A. Application #25-009 - Edward Hinman, 39 Schoolhouse Road Special Permit per Section 3.02.C for a Container Tree Nursery in the Rural Residential Zone.
Chris Schaut noted to the Commission that this evening was to receive the application and schedule a public hearing.
Ted Hinman brought a site plan and explained the project. He wants to sell potted trees out of the property by social media and he also

sells wood. People will come to the property and buy the items. The applicant was cleared with Inland Wetlands.

Wiley Wood stated that if it is in DEEP's Natural Diversity Area Database then Mr. Hinman needs to get a report from DEEP saying that it is okay.

Mr. Schaut would like Mr. Hinman to show the distance from property lines to where the business will take place. Mr. Hinman has about 300 potted trees currently and access is via Schoolhouse Road. Steve Landes made a motion to schedule a public hearing on July 8, 2025, seconded by Jonathan Sanoff and approved unanimously.

5B. Ryan Craig from Berkshire Country Store spoke. Mr. Craig would like to have different artisans and farmers sell their wares outside his store on the promenade with 10x10 tents during the summer at no cost. The sign up will be in advance. A discussion ensued and it was decided that Ms. Sefcik should make a determination and speak to Mr. Craig.

6. APPROVAL OF MINUTES

A. Wiley Wood made a motion to approve the minutes of the May 13, 2025 regular meeting, seconded by Jordan Stern and approved unanimously.

7. BILLS & CORRESPONDENCE None currently

8. ZEO REPORT Ms. Sefcik explained her report.

9. EXECUTIVE SESSION TO DISCUSS PENDING LITIGATION IN THE FOLLOWING MATTERS:

B. *Joseph Kelly, Clare Timoney, Donald Currier, Kim Currier, et. al. vs. Town of Norfolk Planning & Zoning Commission et al* dated May 27, 2025.

Wiley Wood made a motion to go into an executive session at 8:05 pm. which included all members of the Commission, Stacey Sefcik, Marinell Crippen and Matt Riska, seconded by Jonathan Sanoff and approved unanimously.

The members of the executive session returned at 8:38 pm and no decisions or votes were taken.

10. ACTION ITEMS & RESPONSIBILITIES.

Stacey Sefcik-

Speak to Ryan Craig

Questions for Ted Hinman-a map from Deep and measurements to property line from the location of where the trees are being sold.

11. ADJOURNMENT.

Jonathan Sanoff made a motion to adjourn at 8:42pm, seconded by Steve Sandes and approved unanimously.

Respectfully submitted,



Marinell Crippen

Recording Secretary