

**TOWN OF NORFOLK PLANNING & ZONING COMMISSION
REGULAR MEETING DRAFT MINUTES
NORFOLK TOWN HALL – 2nd FLOOR MEETING ROOM
TUESDAY, JULY 8, 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.** 6:31 pm. Chris Schaut, Chairman, Steve Landes, Wiley Wood, Bart Wenrich, Alt., Stacey Sefcik, ZEO, Edward Barron (arrived at 6:33pm), Jordan Stern (arrived at 6:34pm)

Bart Wenrich seated for Jonathan Sanoff.
2. **AGENDA REVIEW-** Wiley Wood made a motion to insert Public Comment into the agenda as 8B, seconded by Steve Landes and approved unanimously.
3. **PUBLIC HEARINGS:**
 - 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.
Ms. Sefcik read the public hearing notice and showed the proof of notice to abutters.
Ted Hinman gave an overview of the application and answered questions the Commission had from the last meeting.
Stacey Sefcik received no comment about the project.
Wetlands determined it was a permitted use as of right.
Jordan Stern made a motion to close the public hearing at 6:42pm, seconded by Steve Landes and approved unanimously.
Steve Landes made a motion to approve the 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 subject to the condition that truck traffic to and from the site not to exceed the amount estimated without additional approval from the Commission, up to 30 trucks per year larger than a pickup truck, and if the business changed Mr. Hinman would come back to the Commission, seconded by Jordan Stern and approved unanimously.
4. **OLD 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.
5. **NEW BUSINESS:**
 - A. Informal Discussion with Firehouse Building Committee Regarding Possible Modifications to Approved Plan at 20 Shepard Road (Special Permit #23-043, #23-045, and #23-036 approved February 20, 2024)
Edward Barron recused himself.
Q & A occurred. Brian Hutchins, fire chief of town of Norfolk, stated that the gravel path to city meadow will be wheelchair accessible.
Jordan Stern made a motion to approve the modification administratively

subject to approval by the Inland Wetlands Commission (Special Permit #23-043, #23-045, and #23-036 approved February 20, 2024), Steve Landes seconded and the votes were as follows:

Edward Barron recused

Wiley Wood abstained

Jordan Stern, Steve Landes, Bart Wenrich, Chris Schaut approved

6. APPROVAL OF MINUTES

A. June 10, 2025 Regular Meeting Minutes. Tabled.

7. BILLS & CORRESPONDENCE

Ms. Sefcik stated that she received a copy of proposed amendments to the Town of Winchester Zoning Regulations, as required by state statute. Discussion ensued.

Chris Schaut welcomed Sandra Anasoulis, alternate.

8. ZEO REPORT

Ms. Sefcik provided her report

8B. Public Comment

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.

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

No executive session was held on either item.

10. ACTION ITEMS & RESPONSIBILITIES.

Ms. Sefcik to continue discussion with Attorney Ebersole on Greenwoods Rd. West.

11. ADJOURNMENT.

Edward Barron made a motion to adjourn at 7:24 pm, seconded by Steve Landes and approved unanimously.

Respectfully submitted,



Marinell Crippen
Recording Secretary