

**TOWN OF NORFOLK PLANNING & ZONING COMMISSION**  
**SPECIAL MEETING APPROVED MINUTES**  
**TUESDAY, FEBRUARY 11, 2025 - 6:30 PM**



**BOTELLE ELEMENTARY SCHOOL – HALL OF FLAGS - 128 GREENWOODS ROAD EAST**

**COMMISSION MEMBERS:**

|                              |                 |                          |
|------------------------------|-----------------|--------------------------|
| Chris Schaut, Chairman       | Jonathan Sanoff | Steven Landes, Alternate |
| Edward Barron, Vice Chairman | Jordan Stern    | ALTERNATE VACANCY        |
| Marion Felton                | Wiley Wood      | ALTERNATE VACANCY        |
|                              | REGULAR VACANCY |                          |

**STAFF:**

|                       |                                       |
|-----------------------|---------------------------------------|
| Stacey M. Sefcik, ZEO | Marinell Crippen, Recording Secretary |
|-----------------------|---------------------------------------|

1. **CALL TO ORDER & ROLL CALL** Present were Chris Schaut, Chairman, Edward Barron, Marion Felton, Jonathan Sanoff, Jordan Stern and Wiley Wood. Also present were Stacey M. Sefcik, Zeo and Marinell Crippen, Recording Secretary

2. **AGENDA REVIEW**-There were no adjustments.

3. **CONTINUED PUBLIC HEARING:**

A. Application #24-027 Modification of Existing Special Permit & Associated Site Plan Originally Granted January 9, 1996 for a Country Inn at 69 Maple Avenue in the Village Residential Zone. Applicant/Owner: Three Stewards Real Estate, LLC (Rachel Roth, Principal)

Jordan Stern made a motion to not read all correspondence from the zoning office regarding this application into the record. He proposed in the alternate he would make two hard copies available to the public at Town Hall, one hard copy at the Norfolk Public Library and he would make the entire archive available for download in pdf format in an archive on the internet and which he would set up in 24 hours on a publicly available google hard drive.

Chris Schaut said that reading the letters is the best practice for all voices to be heard.

Marion Felton seconded the motion.

Wiley Wood said that they have stated that they would read the letters so they should. Edward Barron said that the legal notice has been posted regarding what will happen this evening.

In favor of the motion were Marion Felton, Jonathan Sanoff and Jordan Stern.

Opposed Chris Schaut, Edward Barron and Wiley Wood.

Since there was not a majority, Mr. Schaut said that that technically means that the motions did not carry.

Jonathan Sanoff made a motion that the Commission's future meetings be conducted along the lines advanced by Jordan Stern.

Chris Schaut said that they will talk about this at a future meeting.

Mr. Schaut then read a few items that will not be included in the meeting which were:

1. A letter from applicant's attorney Andrea Gomes asking for an extension to the March 11<sup>th</sup> meeting;
2. Letters from the Fire Marshal;
3. Letter from Superintendent of Public Works;

4. Letter from attorney Patrick Power that came with a packet from Neighbors in opposition to the application. They will be discussed at the March meeting so Mr. Schaut will not read that.

A letter from Larry Hannafin, a letter from Courtney Maum and a letter from Jennifer Almquist that were all read at the January meeting will not be read this evening.

An email correspondence from Cheryl Heller to staff explaining NIMBYISM and in support of the Manor House. Mr. Schaut read the summary.

Stephanie Tisler, ICF-CT Chapter President, wrote a letter in support of Manor House.

Billy Gridley, President Aton Forest Inc., Mary Gridley, wrote a letter in support of Manor House.

Maggie and Joe Novicki, 12 Mills Way, wrote a letter in support of Manor House.

William Nels White, 23 Emerson Street, wrote a letter in support of Manor House.

David Beers, Leslie Battis, Lydia Beers, 18 Maple Avenue, wrote a letter in support of Manor House.

Michael Selleck, 177 Greenwoods Road, wrote a letter in support of Manor House.

Gary Scheft, wrote a letter in support of Manor House.

Sloane Klevin, Old Goshen Road, wrote a letter in support of Manor House.

Tom Murtha and Elizabeth Knowles, Laurel Way Extension, wrote a letter in support of Manor House.

Stephanie Gouey, wrote a letter NOT in support of Manor House.

Sukey Wagner, wrote a letter NOT in support of Manor House.

Doreen and Michael Kelly, 5 Maple Avenue, wrote a letter NOT in support of Manor House.

Cheryl Kiser, wrote a letter in support of Manor House.

Tom Hlas, 63 Greenwoods Road East, wrote a letter in support of Manor House.

Paul Madore, wrote a letter in support of Manor House.

Kathleen Tirrell, 19 Emerson St., wrote a letter in support of Manor House.

John and Sonia Batten, 19 Greenwoods Road East, wrote a letter NOT in support of Manor House.

Kate Rohrbach, 32 Maple Avenue, wrote a letter NOT in support of Manor House.

Email from Michael Cobb Jr., spoke at January meeting, so not read this evening.

Stephen Melville, 476 Westside Road, wrote a letter in support of Manor House.

Patricia Daly Vance, 62 Maple Avenue, wrote a letter NOT in support of Manor House.

Melvin Chen, Director Chamber Music Festival Yale School of Music, wrote a letter in support of Manor House.

Mary Lou and Michael Cobb, 50 Maple Avenue, wrote a letter NOT in support of Manor House.

Judith Chase, 11 Emerson St., wrote a letter NOT in support of Manor House.

Michelle Childs, Committee Vice Chair Rails to Trails, wrote a letter in

support of Manor House.

Bea Tirrel, Co-Chair, Robert Dance, Treasurer, on behalf of the Bishop's Committee, Church of the Transfiguration, wrote a letter NOT in support of Manor House.

Christina Vanderlip, 874 Doolittle Drive, wrote a letter in support of Manor House.

Email from George Cronin in support of Manor House.

William Thomas and Pamela Harnois, 9 Maple Avenue, wrote a letter NOT in support of Manor House.

Ryan Craig, Berkshire Country Store, wrote a letter in support of Manor House.

Avice Meehan & Barbara Roberts, 390 Westside Road, wrote a letter in support of Manor House.

Kirk Sinclair, wrote a letter in support of Manor House.

Christina Grosjean, 45 Maple Avenue, wrote a letter NOT in support of Manor House.

Ruth Ann Olsson, wrote a letter NOT in support of Manor House.

Dev Aujla and Liz Tran, wrote a letter in support of Manor House.

Sara Minard-presented a large packet and read a summary at the January meeting, so this was not read this evening.

Kailyn Nadeau, Emerson Street, wrote a letter in support of Manor House.

Jill Chase, 84 Maple Ave., wrote a letter NOT in support of Manor House.

Bill Ticineto, 84 Maple Ave., wrote a letter NOT in support of Manor House. Mr. Ticineto read at the January meeting so was not read.

Rebecca Eaton, wrote a letter NOT in support of Manor House.

Heather Adams, wrote a letter in support of Manor House which was read in the January meeting.

Jo Ann Ryan, Northwest Chamber of Commerce, wrote a letter in support of Manor House.

Rose Nelson, owner Sunny Rose Farm in Sandisfield, wrote a letter in support of Manor House.

Carol Goodstein, 72 Laurel Way, wrote a letter NOT in support of Manor House.

Ibby and David Sollors, 82 Laurel Way, wrote a letter NOT in support of Manor House.

Trish Deans, 26 Windham Rd., wrote a letter NOT in support of Manor House.

Starling Childs, wrote a letter in support of Manor House.

Stephen Fenichell, 72 Laurel Way, wrote a letter NOT in support of Manor House.

Kim and Don Currier, 58 Maple Ave., wrote a letter NOT in support of Manor House.

West Lowe, 361 North St., wrote a letter in support of Manor House.

Jeremy Koch, 25 Mills Way, wrote a letter NOT in support of Manor House.

Lawrence Davis-Hollander, wrote a letter NOT in support of Manor House.

Ann Havemeyer, Assistant Town Historian, Richard Byrne, Town Historian, wrote a letter in support of Manor House.

Bill and Deb Couch, wrote a letter in support of Manor House.

A letter with signatures supporting the Manor House which include

Jenna Brown, Hunter Brown, Michelle Vermesi, Allison Faumberg, Bonnie Pritzker, Matt Riiska, Barbara Gomez, Tara Yard  
Chris Schaut noted for the record that there were a number of emails from Lise Reade who was an alternate on the Planning and Zoning Commission and has since resigned. Lise Reade wrote a letter NOT in support of Manor House.

The Commission received a letter from counsel Casagrande which will be available at Town Hall. The executive summary was read.

A lengthy packet from Neighbors of Manor House was received and Attorney Powers has asked to present it at the March meeting. The packet was not read this evening.

Stacey Sefcik noted the following emails received today:

Andra Moss, 17 Maple Ave.

Email from Thomas Murtha in favor of the Manor House.

Email from Rista Malonca in favor of the Manor House.

Email from Katherine Desai, NOT in favor.

Email from Clair Carlson in favor of the Manor House.

Applicant submitted paper copies showing FAQ's.

Edward Barron made a motion to continue the public hearing for Application #24-027 Modification of Existing Special Permit & Associated Site Plan Originally Granted January 9, 1996 for a Country Inn at 69 Maple Avenue in the Village Residential Zone. Applicant/Owner: Three Stewards Real Estate, LLC (Rachel Roth, Principal) until March 11, 2025 at 6:45pm, seconded by Wiley Wood and approved unanimously.

**4. NEW PUBLIC HEARINGS:**

- A. Application #24-029 Special Permit per Section 3.03.F.2 for Accessory Structure (17' x 12' A-Frame) in the Rural Residential Zone at Assessor's Map #6-14-10 Loon Meadow Drive. Applicant: Tyler Mathers for AEB Realty, Inc.
- B. Application #24-030 Special Permit per Section 3.03.F.2 for Accessory Structure (17' x 12' A-Frame) in the Rural Residential Zone at Assessor's Map #6-14-9/1 Loon Meadow Drive. Applicant: Tyler Mathers for AEB Realty, Inc.

Chris Schaut read the public notice into the record.

There were no recusals.

Mrs. Sefcik noted that she had the abutters notice.

Tyler Mathers, property manager for AEB Realty, spoke. He stated that the cabins were for camping only, no heat electric or water. A letter was received from Mr. Betteridge authorizing Mr. Mathers to represent him. Mr. Schaut read a letter from Lawrence and Rita Freedman supporting the applications with conditions. Betsey Little, neighbor, asked about any heating for the A frames. Mr. Mathers said that the heating was for the Tiny House on wheels only, not the A frames. A permit has been approved for the Tiny House according to 3.05N.3. The A frames are glass and plywood.

Jonathan Sanoff made a motion to table this application so the property owners can address the letter by the Freedman's but the motion was not seconded so it was dismissed.

Susan MacEachron of Norfolk Now noted that the regulations limit an

RV to not more than 7 months out of the year and questioned whether this meant the applicant could simply move it between the two properties to satisfy the regulations.

Michael Halloran asked what the structure is an accessory to?

There was a lengthy discussion on which regulation this falls under and if it is allowed or not.

Mrs. Sefcik will discuss with counsel Mike Zizka concerning this application.

Jonathan Sanoff made a motion to continue the hearing to the March 11, 2025 meeting, seconded by Wiley Wood and the voting is as follows:

Nay Jordan Stern

Yay Chris Schaut, Edward Barron, Marion Felton, Jonathan Sanoff, Wiley Wood

**5. OLD BUSINESS:**

- A. Application #24-029 Special Permit per Section 3.03.F.2 for Accessory Structure (17' x 12' A-Frame) in the Rural Residential Zone at Assessor's Map #6-14-10 Loon Meadow Drive. Applicant: Tyler Mathers for AEB Realty, Inc.
- B. Application #24-030 Special Permit per Section 3.03.F.2 for Accessory Structure (17' x 12' A-Frame) in the Rural Residential Zone at Assessor's Map #6-14-9/1 Loon Meadow Drive. Applicant: Tyler Mathers for AEB Realty, Inc.
- C. Application #24-027 Modification of Existing Special Permit & Associated Site Plan Originally Granted January 9, 1996 for a Country Inn at 69 Maple Avenue in the Village Residential Zone. Applicant/Owner: Three Stewards Real Estate, LLC (Rachel Roth, Principal)

**6. NEW BUSINESS:**

- A. Informal Discussion Regarding *Submission of Technical Information Concerning a Proposal to Construct a Wireless Telecommunications Facility at 78 Goshen East Street, Norfolk, CT* dated January 2, 2025. Chris Schaut and Jordan Stern recused themselves. This application is decided by the Siting Council but the Commission can decide if they would: 1) do nothing 2) write a letter 3) have a public information meeting where Robinson and Cole would answer

questions.

Marion Felton made a motion to request a public information session with Wetlands, seconded by Jonathan Sanoff and approved unanimously.

- B. Discussion & Possible Action Regarding Regular and Alternate Member Commission Vacancies. The Board of Selectman appointed Steve Landes, alternate, to be a regular member so there are now three alternate seats. Edward Barron has someone in mind as well as Jonathan Sanoff. Anyone interested will submit their bio to Mrs. Sefcik for discussion and possible appointment at the March meeting.

**7. APPROVAL OF MINUTES**

- A. Jonathan Sanoff made a motion to approve the Special Meeting

Minutes of January 14, 2025 as amended, seconded by Jordan Stern and approved unanimously.

**8. BILLS & CORRESPONDENCE**

Mrs. Sefcik included information for the Connecticut Federation of Planning and Zoning Commissions Annual conference on March 27, 2025. If interested please let Mrs. Sefcik know.

**9. ZEO REPORT**

Mrs. Sefcik included expenditures.

**10. ACTION ITEMS & RESPONSIBILITIES.**

Mrs. Sefcik will contact Counsel Zizka and speak to Wetlands concerning a joint meeting for the Siting Council which should be at Botelle.

**11. ADJOURNMENT.**

Wiley Wood made a motion to adjourn at 10:02pm, seconded by Marion Felton and approved unanimously.

**Respectfully submitted,**

Marlene Grippen  
Recording Secretary  
