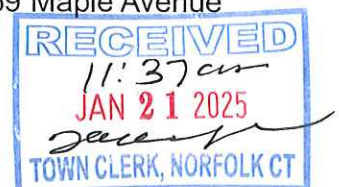


Town of Norfolk
Planning & Zoning Commission
Draft Minutes – Tuesday, January 14, 2025 – 6:30PM
Botelle Elementary School – Hall of Flags - 128 Greenwoods Road East

1. Call to Order & Roll Call. Chris Schaut called the meeting to order at 6:32. Present were Chris Schaut-acting chair, Marion Felton, Jonathan Sanoff, Edward Barron, Wiley Wood, Jordan Stern and alternate Steve Landes. Also Zeo Stacey Sefcik, counsel attorney Daniel Casagrande as well as Marinell Crippen secretary.
Steve Landes is seated for the vacant regular member seat.
2. Agenda Review. Because it is a Special Meeting, nothing may be added to the agenda. There was a motion to move 6A and 6B to after 2 from Jordan Stern, seconded by Marion Felton and approved unanimously.
6. New Business.
 - A. Special Permit per Section 3.03.F.2 for Accessory Structure in the Rural Residential Zone at Assessor's Map #6-14-10 Loon Meadow Drive. Applicant: Tyler Mathers for AEB Realty, Inc.
 - B. Special Permit per Section 3.03.F.2 for Accessory Structure in the Rural Residential Zone at Assessor's Map #6-14-9/1 Loon Meadow Drive. Applicant: Tyler Mathers for AEB Realty, Inc.

Tyler Mathers spoke representing Albert Betteridge, better known as Terry, owner of AEB Realty and the owner of the properties at Loon Meadow Drive. There are cabins sitting on the side of the road. The cabins will be used by Terry's grandkids as glamping sites.
The owner of the property has not signed the applications giving authority to his agent. Stacey is aware of this and is getting a signature.
There is no plumbing or electricity.
Jonathan Sanoff made a motion to accept the application and schedule a public hearing for the regular P&Z meeting on February 11, 2025, seconded by Steve Landes and approved unanimously.
3. Election of Officers.
Jonathan Sanoff made a motion to have Chris Schaut become Chair for the evening, seconded by Steve Landes and approved unanimously.
Vice Chair will be decided at the end of the evening.
4. Public Hearing:
 - A. Application #24-027 Modification of Existing Special Permit & Associated Site Plan Originally Granted January 6, 1996 for a Country Inn at 69 Maple Avenue



in the Village Residential Zone. Applicant/Owner: Three Stewards Real Estate, LLC (Rachel Roth, Principal).

Chris Schaut read the legal notice into the record.

Seated for the application was Chris Schaut, Wiley Wood, Jonathan Sanoff, Jordan Stern, Marion Felton, Edward Barron and Steve Landes is seated for the vacant regular member seat.

Chris Schaut asked the Commission if any member wished to recuse themselves due to conflict of interest or appearance thereof. There were no recusals of members present. Lise Read sent an email to Chris Schaut saying that she would recuse herself. She is also a neighbor on Maple Avenue.

Stacey Sefcik has proof that the notice was sent to the abutters.

Chris then outlined the process for the public hearing.

Andrea Gomes, attorney for the applicant from Hickley Allen introduced herself and the team working for the applicant Three Stewards Real Estate, LLC., with Rachel Roth and Richard Ristevo being the principle applicants as well as Nathan Roth. Also present are Bob Gilcrest, lead designer/project manager with Allied Engineering, George Johannesen, Civil Engineer from Allied Engineering, Jared Hite consulting traffic engineer from Solli Engineering, and Rob White from Rob White Architect.

Mrs. Gomes noted for the record that they did ask for Commissioner Read's recusal. Mrs. Gomes, Mrs. Roth, Mr. Johannesen, Mr. Gilcrest, Mr. Hite and Mr. White provided a detailed presentation of the application.

Mrs. Gomes explained that Three Stewards seeks to modernize and enhance the existing operations of the Inn by, among other things, relocating two guest rooms from inside the main building to two newly-constructed Nordic-style cabins on-site; removing an existing carport and shed, both of which are unsightly and unsafe in their current condition; constructing a new garage to store property maintenance equipment; reconstructing and expanding a parking area that previously existed on-site; and enriching existing recreational amenities by incorporating hydrothermal and other recreational facilities at the rear of the existing Inn building.

The Commission was provided an opportunity to ask questions of the applicant. The Commission's attorney, Daniel Casagrande of Cramer and Anderson LLP, stated that the Commission is not looking at what is existing, concerning the special permit, they are looking at the changes that are proposed, namely what is the scope of the Commission's review of the modified special permit. It is not an occasion for the Commission to relitigate the validity of the 1996 Special Permit for that has been adjudicated and it is almost 20 years since it was decided. What the Commission will be looking at are whether the changes from the 1996 Special Permit, whether those changes implicate the Special Permit consideration-traffic congestion, traffic safety, property values. They are not looking at a clean slate,

relitigating the original special permit, they are looking to see if those changes trigger concerns based on general standards of special permits. The focus is on the changes.

Mrs. Gomes stated that the changes before the commission are to the site only, physical, and not to the use itself.

The discussion was opened to the public. Chris Schaut stated that the letters received for and against the application will be read later and that now the public has an opportunity to speak and they will have a 3 minute limit each.

Joe Kelly, 72 and 76 Maple Avenue, spoke against the application.

Sara Minnard, 31 Pettibone Lane, spoke against the application.

Courtney Maum, 19 Village Green, spoke for the application.

Jennifer Walden, Morris Ct, spoke for the application for she has worked for Rachel Roth.

Larry Hannafin, 12 Laurel Way, spoke against the application as well as his wife, Sally Hannafin.

Michael Cobb, Maple Avenue, spoke against the application.

Jennifer Almquist, Colebrook Road, spoke for the application.

West Lowe, 361 North Street, spoke for the application.

Nells White, 23 Emerson Street, spoke for the application.

Jeremy Koch, 25 Mills Way, spoke against the application.

Heather Adams, 19 Terrace View, spoke for the application.

Sloan Kleven, Old Goshen Road, wanted to know if the application will hurt property values.

Bill Cincinnetto, 84 Maple Ave, spoke against the application.

Anita Holmes, 8 Aetna Place, spoke against the application.

Martina Gago, Maple Ave, spoke against the application.

The discussion went back to the Commission for questions to the applicant to be addressed at the next meeting.

Jonathan Sanoff made a motion to continue the public hearing to the next meeting of the Planning and Zoning committee on February 11, 2025, seconded by Jordan Stern and approved unanimously.

5. Old Business.
 - A. Application #24-027 Modification of Existing Special Permit & Associated Site Plan Originally Granted January 6, 1996 for a Country Inn at 69 Maple Avenue in the Village Residential Zone. Applicant/Owner: Three Stewards Real Estate, LLC (Rachel Roth, Principal).

7. Approval of Minutes

A. Jonathan Sanoff made a motion to approve the minutes of the December 10, 2024 regular meeting, seconded by Steve Landes, and approved by all with the exception of Edward Barron and Wiley Wood, who both abstained because they were not present at the December meeting.

8. Bills & Correspondence. Stacey said that she worked primarily on this evening because there was a lot of correspondence.

9. ZEO Report. No report.

10. Action Items & Responsibilities. Chris Schaut reminded all members to not talk amongst themselves or to anyone about the Manor House application.

A vote for vice chair was taken and the results are:

Steve Landes nominated Jonathan Sanoff, seconded by Jordan Stern.

Marion Felton nominated Edward Barron, seconded by Chris Schaut.

A vote was taken for Edward Barron: Chris Schaut, Marion Felton, Wiley Wood and Edward Barron all voted for Edward Barron. Jonathan Sanoff, Steve Landes and Jordan Stern voted against Edward Barron.

A vote was taken for Jonathan Sanoff: Steve Landes, Jonathan Sanoff and Jordan Stern voted for Jonathan Sanoff.

Edward Barron, Wiley Wood and Marion Felton voted against Jonathan Sanoff. Chris Schaut abstained.

Edward Barron will be the new vice chair.

11. Adjournment

Marion Felton made a motion to adjourn at 10:16 pm, seconded by Steve Landis and approved unanimously.

Respectfully submitted,



Marinell Crippen
Secretary