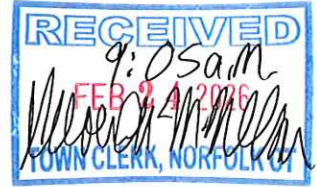


TOWN OF NORFOLK PLANNING & ZONING COMMISSION
Approved REGULAR MEETING MINUTES
NORFOLK TOWN HALL – BRUEY ROOM
NOVEMBER 18, 2025-6:30 pm



1. **CALL TO ORDER & ROLL CALL. 6:30 pm** Chris Schaut, Jonathan Sanoff, Steve Landes, Marion Felton, Edward Barron, Wiley Wood, Jordan Stern, ZEO Stacey Sefcik, Recording Secretary Marinell Crippen
2. **AGENDA REVIEW.** Wiley Wood made a motion to remove 6A and put on December meeting, Marion Felton seconded and it was approved unanimously. Wiley Wood made a motion to move Public Comment to after New Business, Steve Landes seconded and it was approved unanimously.
3. **OPPORTUNITY FOR PUBLIC COMMENT.** Moved to after 6A.
4. **PUBLIC HEARINGS:**
 - A. Application #25-019 Site Plan Modification (Construction of 24' x 36' Barn & Relocation of Parking Area) for Accessory Nursery at 879 Winchester Road in the Rural Residential Zone. Applicant: Joanne Charon.
Chris Schaut read the public notice.
Stacey Sefcik also sent a notice to the town of Winchester. She did not hear back.
Ms. Charon spoke and described the project. She said it is a CSA with 1-5 people for 10 to 20 weeks. There is a pick your own apples which is from 20 to 30 guests for the season of Aug-Oct. Torrington Area Health district approval was received for the septic system. There will be a sign on the building itself.
Mr. Schaut opened the discussion to the public.
Chris Wheldon, 875 Winchester Road, property next door to the proposed barn, spoke.
Carl Peroni, neighbor, spoke.
Steve Landes made a motion to close the public hearing, Jonathan Sanoff seconded and it was approved unanimously.
Edward Barron made a motion to approve the site plan modification application #25-019, with the following conditions:
that other than the front lighting any other lighting would require coming back for approval other than directly by the doors and that once the foundation is poured a surveyor will show that it meets the setbacks,
seconded by Jonathan Sanoff and approved unanimously.
5. **OLD BUSINESS:**
 - A. Application #25-0109 Site Plan Modification (Construction of 24' x 36' Barn & Relocation of Parking Area) for Accessory Nursery at 879 Winchester Road in the Rural Residential Zone. Applicant: Joanne Charon.
 - B. Discussion Regarding Family Compounds/Camps in the Zoning Regulations. Tabled
 - C. Discussion Regarding Junk & Unregistered Vehicles in the Zoning Regulations. Tabled
6. **NEW BUSINESS:**
 - A. §8-24 Referral from the Board of Selectmen regarding the Potential Acceptance of Haystack Woods Road (Part of Resubdivision Approved November 9, 2021) as a Town Road. Moved to December meeting.
 - B. Application #25-020 Modification of Site Plan Associated with Special Permit #22-002 originally approved March 8, 2022 and previously amended on October 10, 2023 to Construct Additional 50' x 80' Cold Storage Building at 330 Greenwoods Road East in the Commercial/Industrial Zone. Applicant: Michael Halloran for George Auclair.
Michael Halloran spoke representing George Auclair. He is applying for zoning board of appeals variance as well. Mr. Halloran will change the wording in the application from cold storage to unheated storage. Mr. Schaut asked if parking should be included. Will Sweeney, contractor, spoke.
Mr. Halloran wanted to note that Mr. Auclair had received an observation of possible violation.
Chris Schaut wanted to note there has been a tractor trailer on the property that wasn't approved.
Michael Halloran asked for a few waivers which were addressed:

1-There was a consensus waiving the utility plan.
2-There was a consensus waiving the landscaping plans.
3-The Committee asked for plans and the contractor agreed.
4-Do they need to see a parking plan? Better description of what the use is of the new building.
What will be stored in the new building?
ZBA meeting for the variance will be December 4th, 2025.
Edward Barron made a motion to schedule a public hearing for the 9th of December 2025,
Jordan Stern seconded and it was approved unanimously.

3. **PUBLIC COMMENT**-there was none.

7. **APPROVAL OF MINUTES**

A. October 14, 2025 Regular Meeting Minutes.

On number 4 there are 2 periods and there should be one following "Edward Barron made a motion to close the minutes"

Marion Felton made a motion to approve the October 14, 2025 Regular Meeting minutes as amended, seconded by Steve Landes and approved by Marion Felton, Steve Landes, Chris Schaut, Jonathan Sanoff, and Edward Barron. Jordan Stern and Wiley Wood abstained.

B. October 23, 2025 Special Meeting Minutes.

Edward Barron made a motion to approve the October 23, 2025 Special Meeting Minutes, Jonathan Sanoff seconded and it was approved by Marion Felton, Chris Schaut, Jonathan Sanoff, Edward Barron, and Jordan Stern. Wiley Wood and Steve Landes abstained.

8. **BILLS & CORRESPONDENCE**

Steve Landes made a motion to approve a payment for \$158.80 for two Cease and Desist orders, seconded by Marion Felton, and approved unanimously.

9. **ZEO REPORT**

Ms. Sefcik provided a brief summary of the ZEO report. A discussion followed.

10. **EXECUTIVE SESSION TO DISCUSS PENDING LITIGATION &/OR CLAIMS 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.

Jonathan Sanoff made a motion to go into executive session at 8:20 pm, seconded by Jordan Stern, and approved unanimously. All members of the Commission present at this meeting and Stacey Sefcik, ZEO, were invited into the executive session. The Commission returned from executive session at 8:53 pm. No votes were taken or decisions were made during the executive session on this matter.

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

Jonathan Sanoff made a motion to go into executive session at 8:54 pm, seconded by Steven Landes, and approved unanimously. All members of the Commission present at this meeting and Stacey Sefcik, ZEO, were invited into the executive session. The Commission returned from executive session at 9:12 pm. No votes were taken or decisions were made during the executive session on this matter.

11. **ACTION ITEMS & RESPONSIBILITIES.**

Stacey Sefcik and Chris Schaut to work on putting together drafts for potential text amendments to the zoning regulations related to junk and unregistered vehicles and family compounds and camps for the December meeting.

Stacey Sefcik will email the Commission members copies of the Assessment by Default and Judgment Liens filed on land records for 24 Greenwoods Road West as well as the link to CT Judicial website for case information regarding Manor House appeal.

12. ADJOURNMENT.

Steve Landes made a motion to adjourn at 9:19 pm, seconded by Marion Felton, and approved unanimously.

**Respectfully submitted,
Marinell Crippen, Recording Secretary**