

**TOWN OF NORFOLK PLANNING & ZONING COMMISSION
REGULAR MEETING DRAFT MINUTES
NORFOLK TOWN HALL – 2nd FLOOR MEETING ROOM
TUESDAY, AUGUST 12, 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 |
|-----------------------|---------------------------------------|

1. **CALL TO ORDER & ROLL CALL. 6:31 pm** Chris Schaut, Chairman, Wiley Wood, Jordan Stern, Jonathan Sanoff, Stacey Sefcik, ZEO, Marinell Crippen, Recording Secretary, Marion Felton 6:40pm

2. **AGENDA REVIEW.** Wiley Wood made a motion to move number 3-Opportunity for public comment, to after new business, seconded by Jordan Stern and approved unanimously.

4. **PUBLIC HEARINGS:**
None.

4. **OLD BUSINESS:**
None.

5. **NEW BUSINESS:**
 - A. Informal Discussion with Kate Briggs Johnson Regarding Proposed Permitting Required for Proposed Renovations at 292 Mountain Road.
Kate Briggs Johnson explained the project which is the Javits' property. The property is over 100 acres. There are multiple seasonal dwellings on the property including a garage, main house, upper house with studio space and lower house. There are none with year-round heat. The lower house foundation is a mess. Ms. Johnson spoke about the regulations and does not feel this is a nonconforming use. Discussion ensued. There was talk about the definition of dwelling. The Commission decided that Ms. Johnson should submit a zoning permit for renovations at 292 Mountain Road and write on the application that no kitchen will be added.
 - B. Discussion Regarding Family Compounds/Camps in the Zoning Regulations. Continued to next meeting.
 - C. Discussion Regarding Junk & Unregistered Vehicles in the Zoning Regulations.
Stacey Sefcik has had complaints about unregistered motor vehicles. Ms. Sefcik discussed the definition of junk yard. Ms. Sefcik discussed perhaps having a blight ordinance in Norfolk, she said that Torrington has one. Ms. Sefcik and Commission members will do research on Blight ordinances and Ms. Sefcik will talk to Glenn Chalder regarding examples from other towns.

3. **OPPORTUNITY FOR PUBLIC COMMENT** Marinell Crippen, as a member of the public, had a question about having multiple buildings on one's property. The Commission answered.

6. **APPROVAL OF MINUTES**
 - A. Jonathan Sanoff approved the Minutes of the June 10th, 2025 Regular Meeting, seconded by Wiley Wood and approved unanimously.
 - B. Wiley Wood made a motion to accept the minutes of the July 8, 2025 Regular Meeting, seconded by Marion Felton and approved unanimously.

7. **BILLS & CORRESPONDENCE** None
8. **ZEO REPORT**-Ms. Sefcik had forwarded the report to the members and proceeded to explain the report.
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.
Jonathan Sanoff made a motion to go into an executive session at 8:15 pm. which included all members of the Commission, Stacey Sefcik and Marinell Crippen, seconded by Wiley Wood and approved unanimously.
The members of the executive session returned at 8:44 pm and no decisions or votes were taken.
- 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 an executive session at 8:45 pm which included all members of the Commission, Stacey Sefcik and Marinell Crippen, seconded by Marion Felton and approved unanimously.
The members of the executive session returned at 9:07 pm and no decisions or votes were taken.
10. **ACTION ITEMS & RESPONSIBILITIES.**
1-Any commission member that has a potential text amendment they would like to be considered should send to Ms. Sefcik before the next meeting. The Commission members should also do research on regulations for family camps and blight ordinances which should be sent to Ms. Sefcik before the next meeting.
2-Ms. Sefcik will get in touch with Glenn Chalder concerning blight ordinances.
11. **ADJOURNMENT.**
Jonathan Sanoff made a motion to adjourn at 9:08 pm, seconded by Jordan Stern and approved unanimously.

Respectfully submitted,

Marinell Crippen
Recording Secretary