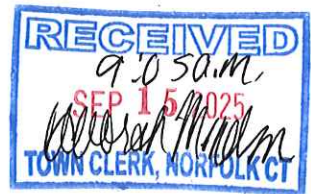


TOWN OF NORFOLK PLANNING & ZONING COMMISSION  
REGULAR DRAFT MINUTES  
NORFOLK TOWN HALL – 2<sup>nd</sup> FLOOR MEETING ROOM  
TUESDAY, SEPTEMBER 9, 2025 - 6:30 PM



**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.** 6:30pm. Chris Schaut, Edward Barron, Steven Landes, Jonathan Sanoff, Wiley Wood, Bart Wenrich, Alt., Stacey Sefcik ZEO, Marinell Crippen Recording Secretary
2. **AGENDA REVIEW.**

Bart Wenrich was seated for Jordan Stern.

Edward Barron made a motion to add Application for Special Permit for 24 Greenwoods Road West to 5E, seconded by Wiley Wood and approved by Chris Schaut, and Bart Wenrich. Steven Landes and Jonathan Sanoff opposed.

Sandra Anasoulis arrived at 6:34 pm after the vote and was seated for Marion Felton.

Wiley Wood made a motion to move #3 Opportunity for Public Comment to after #5 New Business, seconded by Bart Wenrich and approved unanimously.
3. **OPPORTUNITY FOR PUBLIC COMMENT.** Moved to after New Business
4. **PUBLIC HEARINGS:**

None.
4. **OLD BUSINESS:**

None.
5. **NEW BUSINESS:**
  - A. Informal Discussion with Firehouse Building Committee Regarding Possible Additional Modifications to Approved Plan at 20 Shepard Road (Special Permit #23-043, #23-045, and #23-036 approved February 20, 2024 and Modified July 8, 2025)

Matt Riiska, first selectman, explained the proposed changes which were due to price increases. He also showed drawings. The garage was removed for now but it will go back at some point with other cost modifications. Most of the costs are now 40% higher than the original estimates. The price went from 9.3 million and with organizing a borrowing package it would be 3.5 million but now the bids came in at over 11 million. So they are now revising the plans to bring down the costs. Matt Ludwig assistant fire chief, was also present. Edward Barron recused himself.

Jonathan Sanoff made a motion that these were minor changes that can be approved administratively, seconded by Steven Landes and approved by: Jonathan Sanoff, Steven Landes, Chris Schaut, Bart Wenrich, and Sandra Anasoulis. Wiley Wood opposed. Edward Barron was recused.
  - B. Review of Proposed Bonding for Phase 1A of Landscaping at 69 Maple Avenue per Special Permit Approval #24-027 Per Approval Condition #17.

Allied Engineering Associate, Inc. provided an estimate of proposed landscaping costs for phase 1A strictly along Maple Avenue. The estimated project total was \$64,187.54.

Jonathan Sanoff made a motion to approve the acceptance of the amount of the estimate for the bond for planning phase 1a for Manor house, Edward Barron seconded and it was approved unanimously.
  - C. Discussion Regarding Family Compounds/Camps in the Zoning Regulations.
  - D. Discussion Regarding Junk & Unregistered Vehicles in the Zoning Regulations.

C and D were discussed together. Wiley Wood shared Sharon Ct's Abandoned Premises and another one for Abandoned Motor Vehicles and Chris Schaut

shared North Canaan's which looked very similar. Ms. Sefcik will forward them to the Commission members.

Wiley Wood made a request that the Commission consider amending section 1.02 to also reference the Town of Norfolk affordable housing plan.

E.. Application for Special Permit for 24 Greenwoods Road West.

Jack Hollihan spoke on behalf of Love Simply, LLC.

The Commission discussed the application with Mr. Hollihan. The Commission went through application requirements.

The Commission asked Mr. Hollihan to revise the application to make it clear what he is asking for. Mr. Hollihan stated that he would work on the following items from the application #1, 2, 4 first paragraph, 5, 6A- South Side and nothing on 32A.

Spec sheets for the windows are needed as well.

Edward Barron made a motion to schedule a public hearing for Application for Special Permit for 24 Greenwoods Road West at the October 14, 2025 meeting, seconded by Steve Landes and approved by Edward Barron, Steven Landes, Chris Schaut, Wiley Wood, Bart Wenrich and Sandra Anasoulis. Jonathan Sanoff abstained.

**E-Public Comment None**

**6. APPROVAL OF MINUTES**

A. Jonathan Sanoff made a motion to approve the August 12<sup>th</sup>, 2025 minutes as amended, seconded by Steven Landes and approved by Chris Schaut, Steven Landes, Jonathan Sanoff, Wiley Wood and Sandra Anasoulis. Bart Wenrich and Edward Barron abstained.

**7. BILLS & CORRESPONDENCE-None**

**8. ZEO REPORT**

Ms. Sefcik explained her report.

Discussed was an issue with Aquarian storing material by the firehouse.

**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.

Note this is to discuss strategy and negotiation around a pending claim.

Jonathan Sanoff made a motion to go into an executive session at 8:55 pm which included all members of the commission, Stacey Sefcik and Marinell Crippen, seconded by Steven Landes and approved unanimously.

The members of the executive session returned at 9:36 pm and no decisions or votes were taken.

Sandra left executive session at 9:30 pm and the meeting.

B. *Joseph Kelly, Clare Timoney, Donald Currier, Kim Currier, et. al. vs. Town of Norfolk Planning & Zoning Commission et al* dated May 27, 2025. October 28<sup>th</sup> remote status conference, No executive session was had on this. Chris Schaul let the Committee know that is the date to get everything in order.

**10. ACTION ITEMS & RESPONSIBILITIES.**

Stacey Sefcik will forward Abandoned Premises and Abandoned Motor Vehicles from Canaan and Sharon to the Commission members. She will also talk to Glen Chalder about this issue.

Each member will look at examples from nearby towns for New Business C and D.

Chris Schaut will speak to Matt Riiska about Aquarion and Attorney Casagrande about being paid.

Ms. Sefcik will ask Matt Riiska if we have insurance to cover the costs of Attorney Casagrande.

Ms. Sefcik will talk to Mike Zizka about a special meeting for the Commission.

**11. ADJOURNMENT.** Jonathan Sanoff made a motion to adjourn the meeting at 9:41pm,

seconded by Edward Barron and approved unanimously.

**Respectfully submitted,**

**Marinell Crippen  
Recording Secretary**