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NORFOLK PLANNING & ZONING COMMISSION

Regular Meeting
Norfolk Town Hall – Second Floor Meeting Room
October 13, 2026 @ 6:30 p.m.
Draft Minutes

Present: Christopher Schaut (Chair), Edward Barron, Marion Felton (arrived 6:34 p.m.), Jonathan Sanoff, Jordan Stern, and Wiley Wood.

Also Present: Stacey M. Sefcik, CZEO

1. **Call to Order** – 6:30 p.m. & **Roll Call**

2. **Agenda Review**
   A. Christopher Schaut made a motion, seconded by Wiley Wood, to move New Business item 4.A Application 26-023 to before Old Business. The motion was approved unanimously.

   B. Jordan Stern made a motion, seconded by Wiley Wood, to move Old Business item 3.C to before Old Business item 3.A. The motion was approved unanimously.

4. **New Business** (moved during Agenda Review)
   A. **Application 26-023 Rick Hahn for Julia and Jonathan Gold, 319 Beckley Road – Special Permit per Section 3.05.D Accessory Apartment in Existing Detached Accessory Building.**
   Rick Hahn provided a brief overview of the application. Based on Commission discussion, Mr. Hahn will provide square foot calculations prior to the public hearing. Torrington Area Health District approval is pending.

   Edward Barron made a motion, seconded by Marion Felton, to accept Application 26-023 and schedule a public hearing for November 10, 2026. The motion was approved by Commissioners Schaut, Barron, Felton, Sanoff, and Wood; Commissioner Stern abstained; no Commissioners against.

3. **Old Business**
   A. **Discussion Regarding Possible Amendments to Accessory Dwelling Unit Regulations** (moved during agenda review)**.**
   The Commission discussed further revisions to the proposed draft amendment. Discussion to be continued at the November meeting with the intention of scheduling a hearing for early 2027.

B. **Discussion Regarding Family Compounds/Camps in the Zoning Regulations.**
The Commission discussed further revisions to the proposed draft amendment. Discussion to be continued at the November meeting with the intention of scheduling a hearing for early 2027.

C. **Discussion Regarding Junk & Unregistered Vehicles in the Zoning Regulations.**
The Commission discussed further revisions to the proposed draft amendment. Discussion to be continued at the November meeting with the intention of scheduling a hearing for early 2027.

D. **Discussion Regarding Zoning Text Amendments Required by Public Act 25-1.**
Tabled until the November meeting.

4. **New Business**
   A. **Application 26-023 Rick Hahn for Julia and Jonathan Gold, 319 Beckley Road – Special Permit per Section 3.05.D Accessory Apartment in Existing Detached Accessory Building.**
   See above.

   B. **Informal Discussion Regarding P&Z Commission Consideration of Economic Development During Land Use Application Review**
   Jonathan Sanoff presented a memo to the Commission and reviewed the references of the Zoning Regulations to the Plan of Conservation and Development with respect to economic development considerations in Commission decisions.

   C. **Discussion of P&Z Commission Backup Recording Secretary Position**
   The Commission's current recording secretary may not wish to continue in this role. Christopher Schaut and Stacey Sefcik to confirm that is the case. If so, the Commission agreed that hiring a new recording secretary was needed. Christopher Schaut noted that a member of the Commission was needed to serve as a backup in instances where the recording secretary is not available.

5. **Opportunity for Public Comment for Items not Otherwise Listed**
   None.

6. **Approval of Minutes**
   A. **August 11, 2026 Regular Meeting**
   Tabled until the November meeting.

7. **Bills and Correspondence**
   Cheryl Heller, Chair of the Norfolk Economic Development Commission, emailed Christopher Schaut about scheduling a joint EDC and P&Z meeting in early 2027.

8. **ZEO Report**
   Stacey Sefcik reviewed new items on the ZEO Report with the Commission.

9. **Action Items and Responsibilities**
   A. Commission members will send further comments and revisions to the draft ADU text amendment to Stacey Sefcik for incorporation prior to the November meeting.
   B. Stacey Sefcik to update the other text amendments based on Commission discussion.

10. **Adjournment**
    Jonathan Sanoff made a motion to adjourn at 9:15 pm, seconded by Wiley Wood and approved unanimously.

Respectfully submitted,



Christopher Schaut, Chair