TOWN OF NORFOLK PLANNING & ZONING COMMISSION
REGULAR MEETING DRAFT MINUTES
NORFOLK TOWN HALL – 2nd FLOOR CONFERENCE ROOM,
TUESDAY, NOVEMBER 10, 2026 - 6:30pm



1. **CALL TO ORDER & ROLL CALL.** 6:30pm Chris Schaut, Chairman, Wiley Wood, Marion Felton, Steven Landes, Jonathan Sanoff, Sandra Anasoulis, Stacey M. Sefcik, ZEO, Marinell Crippen. Recording Secretary. Sandra Anasoulis is seated for Edward Barron

2. **AGENDA REVIEW.**
Chris Schaut made a motion to add discussion of a new Commission Recording Secretary to Old Business 4F, seconded by Wiley Wood and approved unanimously.

3. **PUBLIC HEARINGS:**
A. Application 26-023 Rick Hahn for Julia & Jonathan Gold, 319 Beckley Road – Special Permit per Section 3.05.D Accessory Apartment in Existing Detached Accessory Building.

4. **OLD BUSINESS:**
A. Application 26-023 Rick Hahn for Julia & Jonathan Gold, 319 Beckley Road – Special Permit per Section 3.05.D Accessory Apartment in Existing Detached Accessory Building.
Chris Schaut read the notice for public hearing in the Waterbury Republican for October 27 and Nov 3, 2026. Since the property abuts town line, Ms. Sefcik sent a notice to the town of Winchester. Applicant supplied Certified Mail receipts to all abutters.
Rick Hahn is representing applicant Julia Gold and he explained the project. He discussed square footage and it meets size requirements for ADU.
They have a Torrington are ahealth district approval.
Mr. Hahn sent a drawing showing parking spaces.
The application meets the regulations.
Jonathan Sanoff moved that the hearing be closed, Marion Felton seconded, and it was approved unanimously.
Discussion ensued. The upper level of a barn is being converted to an accessor dwelling unit.
No exterior work is proposed.
Jonathan Sanoff made a motion to approve the application 26-023, 319 Beckley Road, Applicants Julia & Jonathan Gold, Special Permit per Section 3.05D Accessory Apartment in Existing Detached Accessory Building as submitted previously, Steven Landes seconded, and it was approved unanimously.
Wiley Wood made a motion to move #5 "Opportunity for Public Comment" to before 4B.

5. **OPPORTUNITY FOR PUBLIC COMMENT FOR ITEMS NOT OTHERWISE LISTED.**
There was none.

4. **OLD BUSINESS:**
B. Discussion Regarding Family Compounds/Camps in the Zoning Regulations.
Tabled to December meeting.
C. Discussion Regarding Junk & Unregistered Vehicles in the Zoning Regulations.
Tabled to December meeting.
D. Discussion Regarding Possible Amendments to Accessory Dwelling Unit Regulations.
Tabled to December meeting.
E. Discussion Regarding Zoning Text Amendments Required by Public Act 25-1.
Waiting for Council Of Government to weigh in.
F. Discussion Regarding a new Commission secretary.
Discussion ensued.

4. **NEW BUSINESS:**
A. Adoption of 2027 Regular Meeting Schedule.
Marion Felton made motion to approve the 2027 Regular Meeting Schedule, Sandra Anasoulis seconded, and it was approved unanimously.

6. **APPROVAL OF MINUTES**

A. August 11, 2026 Regular Meeting.

Chris Schaut made a motion to approve the August 11, 2026 Regular Meeting Minutes as amended, Steven Landes seconded, and it was approved unanimously.

B. October 13, 2026 Regular Meeting.

Jonathan Sanoff made a motion to approve the October 13, 2026 Regular Meeting Minutes, Wiley Wood seconded, and it was approved unanimously.

7. BILLS & CORRESPONDENCE

The Planning and Zoning newsletter will be emailed by Ms. Sefcik.

8. ZEO REPORT

Ms. Sefcik emailed the report, and it was a busy month.

9. ACTION ITEMS & RESPONSIBILITIES.

Ms. Sefcik will put together changes discussed to #4 Old Business B, C, D and E for review for the December meeting.

Ms. Sefcik will talk to First Selectmen about hiring a new Recording Secretary to replace Marinell Crippen, whom stated that she loved working for the Commission but that her life had become too busy with her high school son and coffee shop.

10. ADJOURNMENT.

Jonathan Sanoff made a motion to adjourn the meeting at 7:55pm, seconded by Marion Felton and it was approved unanimously.

Respectfully submitted,

Marinell Crippen
Recording Secretary