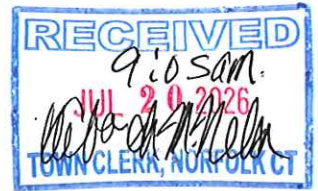


NORFOLK PLANNING & ZONING COMMISSION
Regular Meeting
Norfolk Town Hall – Second Floor Meeting Room
July 14, 2026 @ 6:30 p.m.
Draft Minutes



Present: Christopher Schaut (Chair), Edward Barron, Marion Felton, Steven Landes, Jonathan Sanoff, Jordan Stern, and Wiley Wood.

Also Present: Stacey M. Sefcik, CZEO

1. **Call to Order – 6:56 p.m. & Roll Call**
2. **Agenda Review – no items to add to, or edit within, the agenda.**
3. **Public hearings**
 - A. **Application #26-009 Special Permit per Section 3.03-1.B.4 for Detached Accessory Apartment at 132 Mountain Road in the Rural Residential Zone. Applicants: William & Deborah Couch.**
The opening of the public hearing was postponed until the August 11, 2026 meeting at the request of the applicant as they are still working on Torrington Area Health District approval.
4. **Old Business**
 - A. **Application #26-009 Special Permit per Section 3.03-1.B.4 for Detached Accessory Apartment at 132 Mountain Road in the Rural Residential Zone. Applicants: William & Deborah Couch.**
Tabled until August 11, 2026.
 - B. **Discussion Regarding Family Compounds/Camps in the Zoning Regulations.**
Tabled until August 11, 2026.
 - C. **Discussion Regarding Junk & Unregistered Vehicles in the Zoning Regulations.**
Tabled until August 11, 2026.
 - D. **Discussion Regarding Possible Amendments to Accessory Dwelling Unit Regulations.**
Jordan Stern provided the Commission with an updated memorandum and draft text amendment language. Discussion tabled until August 11, 2026.

E. Discussion Regarding Zoning Text Amendments Required by Public Act 25-1.

Tabled until August 11, 2026.

5. New Business

None.

6. Opportunity for Public Comment for Items not Otherwise Listed

None.

7. Approval of Minutes

A. May 12, 2026 Special Meeting

Steven Landes made a motion to approve as submitted, seconded by Marion Felton, approved by Commissioners Schaut, Felton, Landes, Sanoff, Stern, and Wood. Commissioner Barron abstained.

B. May 12, 2026 Regular Meeting

Chris Schaut made a motion to approve as submitted, seconded by Steven Landes, approved by Commissioners Schaut, Felton, Landes, Sanoff, Stern, and Wood. Commissioner Barron abstained.

C. June 16, 2026 Special Meeting

Edward Barron made a motion to approve as submitted, seconded by Steven Landes, approved by Commissioners Schaut, Barron, Felton, Landes, Sanoff, and Wood. Commissioner Stern abstained.

8. Bills and Correspondence

A. Engagement letter executed regarding 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.

B. Chris Schaut noted that he received email correspondence from Cheryl Heller, Chair of Norfolk Economic Development Commission regarding the update to the Norfolk Plan of Conservation and Development.

9. ZEO Report

Stacey Sefcik reviewed what was new on the ZEO report this month.

Commission discussion followed.

10. Possible Executive Sessions to Discuss Pending Litigation and/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.*

No executive session was held 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.*
No executive session was held on this matter.

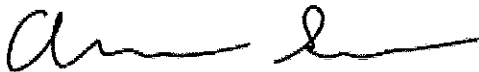
11. Action Items and Responsibilities

- A. Stacey Sefcik to continue compiling Commission edits to draft text amendments based prior meeting discussions.
- B. Chris Schaut to draft meeting minutes for tonight's special and regular meetings.
- C. Chris Schaut to respond to Cheryl Heller regarding Plan of Conservation and Development update.

12. Adjournment

Edward Barron made a motion to adjourn at 7:33pm, seconded by Wiley Wood and approved unanimously.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Chris Schaut', with a long horizontal flourish extending to the right.

Christopher Schaut, Chair