

Town of Norfolk

Planning Board Meeting Minutes

May 23, 2024

The Town of Norfolk Planning Board held a meeting Thursday, May 23, 2024 at 5:15 pm, Norfolk Town Hall.

Call Meeting to Order

Kate Chepeleff (chair) called the meeting to order.

Pledge of Allegiance

The Pledge of Allegiance was said by all present.

Rollcall

Kate Chepeleff (chair) called roll, Richard Planty, Gary Bandy, Andrew Solley – Present. Tom Emburey - Not Present. Members in attendance constituted a quorum. Also in attendance was Code Enforcement Officer Tim Wunder and Vernon Wolfe.

Adoption of Agenda

The agenda for the meeting was reviewed by the Board. Kate Chepeleff added a Special Use Permit review regarding LaPlante Tire and Campers/Small Houses to the agenda. A motion to accept the agenda as amended was made by Kate Chepeleff and seconded by Richard Planty. All In Favor – Carried.

Adoption of Minutes

Minutes from the May 2, 2024 Planning Board Meeting were reviewed. Motion by Kate Chepeleff to adopt the Minutes as presented and seconded by Gary Bandy. All In Favor - Carried.

SUP Review – LaPlante Tire

It was brought to the attention of the Board that the Special Use Permit originally granted to Denes LaPlante was no longer valid as Denes sold the business to Mark Simonds and separated the parcel containing the business at the same time. There was a discussion regarding the best way to resolve this problem. Richard Planty suggested that the Board should consider rezoning the property along with several others in the area, extending the existing Commercial-Highway zone along State Highway 56. It was pointed out that there are already several businesses operating nearby and that a thorough review of appropriate parcels should be made before submitting this proposal to the County and Town Board. Kate Chepeleff offered to conduct the review.

Campers / “Tiny” Houses

The Board received an email from Supervisor, Charlie Pernice regarding problems with residents modifying RV's or “tiny” houses, whose original purpose was temporary housing, to convert them to permanent housing with the addition of siding, roofing, electricity, water, etc. He suggested that the codification process should include creating a definition of taxable and/or temporary buildings to avoid this issue. It was agreed by the Board that this should be addressed through the codification process.

Chapter 112, Energy Systems

Gary Bandy informed the Board that the State has still not issued recommendations regarding BESS (Battery Energy Storage Systems). It was suggested that regulations for BESS should be written into the Code (becoming Chapter 112, Article IV) so that the Town can then decide if it wishes to issue a moratorium on these systems. It was agreed that the Board members should review the Town of Potsdam code and come back with recommendations on how to adapt it to suit the Town of Norfolk at the next Codification meeting.

Chapter 120, Flood Damage Prevention

After review by the County, it was agreed that the forms currently in this Chapter of the Code should be removed from the Code but still kept separately with other forms in case of need. Tim Wunder agreed to check on obtaining floodplain maps and emergency plans for dam failure within the Town limits per the request of several Board members.

Chapter 175, Property, Abandoned

After reviewing the code from Ogdensburg regarding Unsafe Buildings & Structures it was agreed that the appropriate section of the Norfolk Code to address this would be 150-55 and various sections should be updated to include additional descriptions as found in the Ogdensburg code. Theresa Planty was to prepare those additions for review at the next Codification meeting. The current Chapter 175 in the Norfolk Code would be reviewed after this has been addressed.

Chapter 78 – Adult Use, Cannabis Dispensaries & Consumption Sites.

It was agreed by the Board that this Local Law that was passed on November 12, 2021 should be incorporated into the Code under Chapter 78.

Chapter 150 – Land Use and Development

It was agreed to table this Chapter until the next Codification meeting.

Next Meeting

The next regular meeting of the Planning Board is scheduled for June 6, 2024 at 6:15 pm. The next Codification meeting of the Planning Board is scheduled for June 27, 2024 at 5:15 pm. It was proposed that the following Chapters be on the agenda for the next meeting: Chapter 150 – Land Use and Development sub-sections 10-56.

Meeting Adjourned

A motion to adjourn the meeting was made by Kate Chepeleff and seconded by Gary Bandy. All In Favor – Carried. Meeting adjourned.

Dated: May 26, 2024

Theresa Planty, Planning Board Secretary

cc: Planning Board Chair, Town Supervisor, Code Enforcement Officer, Town Clerk