

**Town of Norfolk
Planning Board Meeting Minutes
June 6, 2024**

The Town of Norfolk Planning Board held a meeting Thursday, June 6, 2024 at 6:15 pm, Norfolk Town Hall.

Call Meeting to Order

Gary Bandy (alternative chair) called the meeting to order.

Pledge of Allegiance

The Pledge of Allegiance was said by all present.

Rollcall

Gary Bandy (alternative chair) called roll, Richard Planty, Tom Emburey, Andrew Solley - Present. Kate Chepeleff – Absent. Members in attendance constituted a quorum. Also in attendance was Code Enforcement Officer, Tim Wunder.

Adoption of Agenda

The agenda for the meeting was reviewed by the Board. A motion to accept the agenda as presented was made by Richard Planty and seconded by Andrew Solley. All In Favor – Carried.

Adoption of Minutes

Minutes from the May 23, 2024 Planning Board Meeting were reviewed. Motion by Tom Emburey to adopt the Minutes as presented and seconded by Richard Planty. All In Favor - Carried.

Special Use Permit Application #2-2024 at 385 Co. Rt. 38, Norfolk.

Gary Bandy asked the Board members to review the application made by Rachel Lucid dated May 7, 2024 to operate a seasonal roadside stand at 385 Co. Rt. 38, Norfolk NY (Tax Map#32.004-1-34).

Gary Bandy read the County's recommendations regarding the application, specifically referring to section 150-58 L regarding roadside stand compatibility, traffic & parking as well as the effect on adjacent properties.

Gary Bandy then invited the applicant, Rachel Lucid, to address the Board. Rachel asked if the Board had any questions regarding the application. It was noted that the indicated sign size of 2'x3' was too large. The applicant indicated that she would alter the size of the sign to 2'x2'. However, upon further review of the code, it was determined that because she is in an R-A zone, the sign could be up to 32 sq. ft. Therefore, she did not need to alter the sign.

The only other input from neighbors was a letter from Larry and Jamie LaBarge indicating their approval and support for the application.

The Board then reviewed the application for vehicle traffic access, parking arrangements, relationship and compatibility of adjacent parcels, noise and other community issues. It was agreed that the applicant had met all of these requirements in the application.

Thanking the applicant for her input, Gary then closed the meeting to public comment.

Gary Bandy made a motion to **APPROVE** the Special Use Permit Application as presented. Motion was seconded by Tom Emburey. All in Favor – **Carried Unanimously**

Codification Updates

Gary Bandy informed the Board that they were still waiting on decisions at the state level regarding Battery Energy Storage Systems, and meanwhile, it is recommended that the Board proceed with creating a section in the code to address this issue. Theresa Planty will be providing the members with a draft document so that this can be addressed at the next codification meeting.

It was also noted that Section 150-58 L should be reviewed at the appropriate time in the codification process regarding the sentence “No person shall establish, operate or maintain a roadside stand/temporary sale in any area of the Town until a special use permit and an annual operating permit has been authorized...”. This should be edited to clarify that the annual operating permit occurs subsequent to the special use permit approval.

Next Meeting

The next meeting of the Planning Board is for codification and is scheduled for June 27, 2024 at 5:15 pm.

Meeting Adjourned

A motion to adjourn the meeting was made by Andrew Solley and seconded by Tom Emburey. All In Favor – Carried. Meeting adjourned.

Dated: June 7, 2024

Theresa Planty, Planning Board Secretary

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