

**CITY OF NORWALK
ZONING BOARD OF APPEALS
REGULAR MEETING
JANUARY 16, 2025
DRAFT MINUTES**

ATTENDANCE: Andy Conroy, Chairman; Steve Ferguson; Ben Hanpeter; Lee Levey;
Kathy Olsen; Danielle Sanchick

OTHER: Tammy Maldonado; Atty. Mario Coppola; Atty. Matt Sapienza; Atty.
Nicholas Bamonte

CALL TO ORDER

Chairman Conroy called the meeting to order at 7:02 P.M. There was a quorum present.

ROLL CALL

A roll call of those present was performed.

TRAINING

**A. LAND USE COMMISSION/BOARD TRAINING PRESENTED BY
CORPORATION COUNSEL**

Atty. Coppola came forward to provide this training. An outline was provided for those present. A copy of the Norwalk ZBA Orientation: Powers, Duties, and Procedures was provided for those present. Review following including the following points:

- Requirements for granting a variance or appeal including what constitutes a hardship.
- Appeals and when they may be brought before the Board.
- Zoning Board of Appeals Procedures.
- Rules regarding public hearings and ensuring that the members of the public are permitted to speak properly and don't proceed to cause problems for those present.
 - It was noted that members of the public do not have the right to cross-examine members of the Board.
 - Review followed regarding how to ensure that members of the public spoke for a reasonable amount of time during public participation.
- Conflicts of Interest/Recusals and when a member of the Board should recuse themselves from a decision.
- Bias/predetermination and how to avoid it.
- Freedom of Information Act
 - How to avoid illegal meetings, both intentionally and accidentally.

ADJOURNMENT

**** MR. FERGUSON MOVED TO ADJOURN.**

**** MR. LEVEY SECONDED THE MOTION.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 8:25 P.M.

Respectfully Submitted

Ian A. Soltes

Telesco Secretarial Services