

Board of Zoning Appeals

March 19, 2019

Hearing Minutes – Variance Request for Structure at Velez-May Property at 1090 Putnam Street

The hearing was called to order at 6 pm. In attendance were Board of Appeals members: Mike Buscher (Chairman), Laura Clark, Chris Craig, Linda Rago, and David Simmons (Secretary) and alternates: Hap Becker and Rob Case. Also in attendance was Chad Gauthier (representing applicants).

Mr. Buscher read a letter from Historic Landmarks Commission (HLC) that summarized their review of the proposed project. No objections were noted. The OCO also noted that the structure proposed for demolition was not a contributing structure to the Town's historic structure inventory. Mr. Gauthier reviewed a letter he had submitted to BZA and summarized the project plan. Mr. Gauthier provided responses to the four (4) criteria required for a variance approval as listed in Article 1326.04(b).

The hearing adjourned at 6:11 pm.

Motion to approve a 2nd story garage [Article 1304.02(c)(2)B] was approved 4 to 1.

Motion to approve exceeding the 750 square foot accessory building requirement up to 1024 square feet [Article 1304.02(c)(2)] was approved 4 to 1.

Motion to approve the demolition of the non-contributing garage structure was approved 4 to 1.

Board of Zoning Appeals

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Meeting Minutes – Administrative Meeting to Discuss Expertise/Consultants Needed for a Hotel Application

The meeting was called to order at 6:20 pm. In attendance were Board of Zoning Appeals members: Mike Buscher (Chairman), Chris Craig, Linda Rago, and David Simmons (Secretary) and alternates Hap Becker and Rob Case.

Discussed the role of BZA alternates. Ms. Becker understood from reading State Code Chapter 8a (Land Use Planning) that an alternate would step in when a board member could not be present for all hearings on an application or appeal and that the BZA members would appoint/select the alternate that would be the “stand-in” for that application.

Mr. Buscher referenced a September 7, 2018 letter from Mark Sadd that outlines his thoughts on the BZA role in reviewing/approving a hotel application. He will provide that letter to the BZA members before the next meeting. He indicated that he sent information to BZA members from Steven Ball (planner hired by Town) and Laurel Ziemanski (SWaN) regarding experts for review of a hotel application. Mr. Buscher asked if we wanted to meet with Mr. Ball and Ms. Ziemanski regarding those scopes and lists. BZA members preferred that we review documentation and develop a review process prior to meeting with them. Ms. Becker indicated there may be attachments to the Sadd letter (9/7/18) that outline a process for the BZA. BZA members instructed Mr. Buscher to inform Mr. Ball about our deliberations and that we are not ready to set a meeting date.

BZA members discussed the application review process proposed by Mr. Ball. Mr. Buscher will look for attachments to the 9/7/19 Sadd letter that may address the process specifically. Members discussed the fee resolution and the possibility that the Town Council does not establish the fee (i.e., BZA establishes fee and communicates it to applicant). Questions will be developed for Mark Sadd in order to clarify the application review and fee establishment process for the BZA.

The meeting adjourned at 6:57 pm.