



CHESTERFIELD ZONING BOARD OF ADJUSTMENT

**THURSDAY, SEPTEMBER 9, 2021
AT 6:30 P.M. PUBLIC HEARINGS
BEGIN: 6:45P.M. at the Town Offices
in the Jon McKeon Meeting room
MINUTES**

Chairwoman Kristin McKeon called the meeting to order at 6:30PM. Also in attendance were Joe Brodbine, John Zannotti, and Jim Barey.

McKeon sat Brodbine as a full member for this meeting.

ACCEPTANCE OF MINUTES

John Zannotti moved to accept the 08/12/2021 meeting minutes as amended. The motion was seconded by Joe Brodbine and passed unanimously.

The board discussed having all meetings recorded added to the Zoning Board Rules & Procedure. McKeon and Zannotti asked about when and how recordings should be deleted. McKeon noted that minutes are not required to be recorded. Brodbine stated that recordings should remain long enough to ensure accuracy of the minutes but beyond approval they should be deleted.

Kristin McKeon moved that Zoning Board meetings be recorded, and recordings may be destroyed after the amended minutes are accepted. The motion was seconded by Joe Brodbine. Discussion: John Zannotti asked that the RSA be checked before this amendment is added to the Rules and Procedures.

The motion passed unanimously.

CONTINUATIONS

McKeon noted there is not a full board and gave the applicant the option to continue the hearing to the next meeting or go forward. The applicant indicated they would like to continue with the hearing with the board present.

Gold & Frederick-McKeon opened the hearing to the applicant's comment. Frederick stated that she and Gold decided to keep the design simple by removing the dormer and loft space in

the renovated cabin. Frederick continued, stating they will now be raising the roof by about two feet to stay compliant with the code and the skylights are being removed as well. Gold noted that volume is increased the pitch of the roof will look exactly like that of Cabin 1. Frederick noted it will be approximately the same height with no other changes.

Zannotti asked if the existing foundation for Cabin 2 cinder block is. Gold confirmed it is.

Zannotti asked that no additional height would be added. Gold confirmed it would not. Zannotti asked about increasing the height of the interior wall. Gold stated that was answered to the affirmative to support the scissor trusses and to support the new windows to be installed.

Zannotti noted that the supplemental information provided was very clear as well as being signed and dated.

McKeon opened the hearing to public comment.

John Koopman asked if the applicants visualized having these cabins for Air B&B. Gold and Frederick confirmed they are just for friends and family by invitation.

Kristin McKeon moved to close public portion. The motion was seconded by Joe Brodbine and passed unanimously.

Brodbine asked if the five Zoning Board criteria had been discussed. McKeon responded that they would discuss during discussion in the motion.

John Zannotti moved to approve the variance as revised per the print dated and signed by Architect Malcolm Katz on 08/29/2021 and the owners on 8/31/2021, as well as the revised letters signed and dated by the owners on 08/31/2021. The motion was seconded by Joe Brodbine.

*Discussion: The board noted that the application meets all 5 criteria.
The motion passed unanimously.*

Frederick commented on being wary of the wording for the amendment to the Rules and Procedures discussed earlier.

OTHER BUSINESS

Signature Stamp-McKeon noted a stamp was made up so that the Zoning Board members may sign the official plans so that applicants may not change what was put before any other board. Zannotti stated he is not in favor of this approach as the Zoning Board goes through discussion and approval and are very specific on what print and what date are being approved. Zannotti stated he does not understand the redundancy of signing what has already been approved. McKeon responded that this would allow less chance of an unapproved plan to be approved by another board or committee. Brodbine stated the signing of plans by the Planning Board is driven by the fact that their plans go to the Registry of Deeds. McKeon noted that differing plans go before the Code Enforcement Officer as well. The board decided to discuss with the absent members at the next meeting.

Hybrid Meetings-the board discussed the logistics of a hybrid type meeting. Zannotti noted that utilizing hybrid meetings informs the public more and that is the right thing to do. Zannotti stated he thinks it is a great idea and suggests that the Zoning Board follows suit with the Board of Selectmen. McKeon stated if they were going to do that, the admin or the chairman would need to screen-share any plans, drawings, or photos to the Zoom screen. Brodbine stated that he would like to see uniformity across all the boards and commissions per Town Policy. Gary Winn stated the Board of Selectmen hope it does not become a facilitator for board members to not attend in person; a quorum must still be present. Winn stated he does not foresee this as being an issue, but it is a possibility. Zannotti asked who would have the laptop and who would run the meeting. McKeon responded her or Barey.

Jeff Scott stated it is not a big deal for board members to bring their laptops and it is a good idea to have their faces on screen.

John Koopmann stated the audio quality was off for some members in a previous meeting and warned the members to remain near their microphones when speaking.

Joe Brodbine moved to perform a hybrid meeting trial run at the next Zoning Board meeting. The motion was seconded by John Zannotti and passed unanimously.

ZBA Budget-the board discussed the 2022 budget, noting the lowering of the Secretary Salary line to \$6,000, the Postage line to \$300, and raising the Advertising line to \$1,200 depending on whether two newspapers were used to advertise for Zoning Board meetings. The board decided that if only one newspaper is used for advertising meetings, to reduce the Advertising line to \$600.

John Zannotti moved to accept the 2022 Zoning Board budget as amended. The motion was seconded by Joe Brodbine and passed unanimously.

The next meeting will be held October 14th, 2021.

ADJOURN

John Zannotti moved to adjourn the meeting at 7:55PM. The motion was seconded by Kristin McKeon and passed unanimously.

Respectfully submitted,

Jim Smith

Secretary to the Zoning Board of Adjustment

Approved by:



Kristin McKeon, Chairperson



Date