

Town of Chesterfield, NH  
Zoning Board of Adjustment  
November 13, 2018

Meeting called to order at 7:00pm. Members present: Lucky Evans, Kristin McKeon, John Zannotti, Joe Parisi. Absent: Joe Hanzalick. Joe Parisi was appointed voting member for the evening.

First applicant – Margaret **Bailey** requests a rehearing of ZBA's Denial of an Equitable Waiver. This parcel is located at 16 Silverdale Lane in Spofford, NH 03462 (Map 5B Lot B19) Spofford Lake District. Applicant opted to continue hearing to December 11, 2018 because there were only four members of the ZBA present. ZBA continued the hearing to December 11, 2018.

Minutes from October 2018 accepted as amended. Joe P made motion to accept. John Z seconded. Unanimously accepted.

ZBA application work session -

Board looked at and discussed various ZBA applications and parts thereof from different NH towns. Several pages from various towns were chosen for more in-depth study as to how they might be implemented into a better ZBA application.

Nashua plot plan. Good. Adjustments Joe P. - Label pool as preexisting nonconforming etc. have a spot-on plan and all plans for date and signature.

John Z. - Wolfboro has applicants supply mailers preaddressed as well as labels for returns for abutters. Also likes idea of process flow which Wolfboro has. Joe P. notes that many of the pieces of Wolfboro's flow are not useful due to Chesterfield not having the particular departments. We don't do a preapplication review etc. Joe P. suggested a simplified version for consideration.

General Discussion - Building Inspector is not involved in putting together the application in Chesterfield.

Property owner has responsibility for completing application. Use Meredith or Hampton Falls for examples. Meredith is quite complete. HF also has some additions. Overview is good from Meredith.

Wakefield example for abutters list. With addition of wording referring to extent of abutters list or not (in regard to applicants who have contiguous property made up of separately taxed parcels and whether properties surrounding the whole area should be considered abutters).

Attach Joe H. lot coverage percentage paper to application packet.

Meredith and Wakefield both have a need for a denial by code enforcement officer before coming before the ZBA. Something to consider.

Joe P. - What is needed by building inspector to know the applicant needs a variance. A building application? You need to do a lot of work just to get denied a building permit? McKeon – you need something at least like what Eric Barnes came in with. Discussion ensued about whether there is undue burden on homeowner to prepare for a building permit and then find out one needs a variance. Would there would be any other way to know one needs a variance without actually going through the building permit process?

Londonderry has good application rules and guidelines page 1 and 2.

Kristin M – Should we have applicant sign every page?

John Z – doesn't think signing every page is necessary but suggest if have say an 8 page doc applicant number the pages 1 of 8, 2 of 8, 3 of 8. etc.

Permission slip for site visit.

Joe P - we are throwing the reg book at the applicant. Kristin M - only the portion that applies to the applicant.

Kristin M will put together rough package of suggested application pages from the various towns suggested above and send back out to board for further study.

#### **Other Business:**

Kristin handed out a copy of ordinance 503.1 with some additional wording for clarification based on the hearing that was continued from tonight. Joe P – expressed opinion that this was additional wording and an increased burden on the home owner. Kristin stated that the additional wording simply clarified the language for expansion considering what was defined in 503. As 503 had not been part of the ordinances handed out it was felt it was difficult to understand in its entirety.

Board will look at 503 and 503.1 over the coming weeks to see (in the board's opinion) what additional wording, if any, needs to be added to 503.1 and if the wording should be sent to the planning board. Any suggestions for ordinance amendments need to go to planning board by the 17<sup>th</sup> of December 2018.

Motion to adjourn – Joe P Lucky second. Adjourn at 8:48pm

Respectfully Submitted,  
Kristin R McKeon

Approved,



Kristin R McKeon, Chairman ZBA

Date

12/12/18