

Town of Chesterfield  
Zoning Board of Adjustment  
Minutes for May 14, 2019

Chair Kristin McKeon brought the meeting to order at 7:04 PM. Present were Jim Hanzalik, Kristin McKeon, Richard Aldrich, John Zannotti, Jeanny Aldrich and Susan Rigg. Joe Parisi joined the meeting at 7:30 PM.

Kristin asked to appoint Joe Hanzalik as a full board member for this meeting, which was approved unanimously.

**Minutes:** December 11, 2018. Hanzalik made a motion to approve the minutes as amended. Aldrich seconded the motion and it was voted unanimously to approve.

**Minutes:** April 9, 2019. Zannotti made a motion to approve the minutes as amended. Aldrich seconded the motion and it was voted unanimously to approve.

**Zoning email:** McKeon said during a NHMA seminar, it was suggested members have a separate email account for Board business. Jeanny Aldrich, the Select Board rep, said the Select Board does not want the Zoning Board to create their own email accounts. She said the Right to Know Law can be infringed upon if you are sending email outside the Town auspices. *McKeon moved that each person set up a "first initial last nameZBA@ gmail" account. Richard Aldrich seconded the motion. After some discussion, the motion passed unanimously.*

**New ZBA Application:** The authorization form was newly added by McKeon. Aldrich said he still believes the objective is too verbose. Aldrich would like this proposed application to be sent to individuals for opinions on understanding. McKeon said she believes the application is complete and clarifies where the responsibility lies for a variance application. McKeon said a person seeking the variance should contact a professional if help is needed. Aldrich would like to have some people try the form out to determine if it is understandable. McKeon said a variance should be difficult to get, they should not be granted easily. This application goes through this clearly, she believes. John Zannotti said we have been reviewing this for at least four meetings and this is a step forward. It was agreed to move forward with the application and revisit it in a year.

The application was reviewed page by page. Most items corrected were typos and layout changes. Aldrich asked that that "x" column on page 4 be removed as those items are all needed. After discussion, it was agreed to leave the section in the application.

Regarding page 5: the abutters definition was discussed in detail. Parisi suggested the abutter definition be consistent between Planning and Zoning.

Parisi read from the land development regulations regarding the definition of "abutter":

*"Any person whose property is located in New Hampshire and adjoins or is directly across the street or stream from the land under consideration by the Planning Board or who owns land within 200 feet of the boundaries of the land under construction."*

*McKeon made a motion to allow Parisi be a full member for this meeting. Hanzalik seconded the motion and it was approved unanimously. McKeon then asked should the wording be changed to match the Land Development Regulations as read. Yes votes: Hanzalik, Aldrich, and Parisi. No votes: Zannotti and McKeon. It was voted 3 to 2 to add the land use regulation wording of "abutter" as read by Parisi.*

Next was a discussion of the abutter sample drawing. McKeon asked who would like to leave the drawing as is in the application packet. No votes: Hanzalik and Aldrich. Yes votes: Parisi, Zannotti, McKeon. It was voted 3 to 2 to leave the drawing as is.

Sample plot plan: Hanzalik said he likes the signature piece in Richard's plot plan. After discussion, it was agreed McKeon will try and merge the two versions of the plot plan for further review. She will include set back information, area of encroachment, and color.

Next the Board reviewed the calculation sheet. It was agreed a swimming pool is a structure and will be removed from the form. McKeon said the Zoning Ordinance states a driveway is a structure, without specifying paved or unpaved. Therefore, this will be adjusted also. After review, it was agreed A/C unit and generator pads are also considered structures.

Going forward, it was agreed the plot plan and the calculation sheets are the only items to be reviewed. The rest will be used as is.


With no further business to discuss, Zannotti made a motion to adjourn at 8:50 PM. Aldrich seconded the motion and it was approved unanimously.

Respectfully submitted,

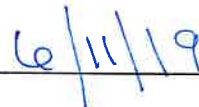
Susan Rigg

Secretary to ZBA

Approved:



Kristin McKeon, Chair



Date