



**TOWN OF WINCHESTER ZONING BOARD OF APPEALS**  
**Town of Winchester Town Hall, 338 Main Street**  
**P. Francis Hicks Room – 2nd Floor**  
**November 28, 2017 – 7:00PM**  
**Regular Meeting Minutes**

**1. CALL TO ORDER:**

Vice Chairman Mike DeClement called the meeting to order at 7:00PM.

**2. ROLL CALL:**

Mr. DeClement noted that the following individuals were present in addition to himself: Neil Hunt, John Pollack and Alternates Phillip Allen, Richard Nalette, and Hal Wilkes.

It was noted that Dave Villa and John Massicotte were absent excused.

Also, present for this meeting was Zoning Enforcement Officer/Building Official Marc Melanson.

**3. AGENDA REVIEW:**

No changes were made to the agenda.

**4. OLD BUSINESS:**

**A. Bylaws Review.**

The current bylaws, as approved in 1988, were reviewed and discussed. The consensus of the Board was that there was no need to make any changes to the current bylaws.

**MOTION:** Mr. Hunt, Mr. Pollack second, to continue to use the same bylaws; unanimously approved.

**5. NEW BUSINESS:**

**A. Review of Fees.**

It was noted that this Board now receives and hears Special Permit applications. The fees for those type of applications were discussed. Mr. Melanson explained that fees for those applications should be the same as those charged for variance applications. The consensus of the Board was that there was no need to make any changes to the current fee schedule.

**MOTION:** Mr. Nalette, Mr. Hunt second, to adopt the fee schedule as presented; unanimously approved.

**6. APPROVAL OF MINUTES – October 24, 2017 Regular Meeting:**

The October 24, 2017 Minutes should be amended to reflect under Agenda Item #2 Roll Call, Dave Villa and Michael DeClement were absent excused.

**MOTION:** Mr. Nalette, Mr. Hunt second, to accept the October 24, 2017 Minutes as amended; Motion passed with Mr. Hunt, Mr. Pollack, Mr. Allen, Mr. Nalette, and Mr. Wilkes voting aye while Mr. DeClement abstained.

**7. BILLS PRESENTED:**

None.

**8. CORRESPONDENCE:**

None.

**9. DISCUSSION WITH ZONING ENFORCEMENT OFFICER (IF ANY):**

Mr. DeClement questioned how a shed could be constructed at 364 East Wakefield Boulevard within twelve (12') feet of the property line when historically this would not have been possible without an application before this board. Mr. Melanson noted that under the new Zoning Regulations, a shed can be installed within five (5') feet of the property line so long as it is also behind the principal dwelling.

**10. ADJOURNMENT:**

**MOTION:** Mr. Allen, Mr. Hunt second, to adjourn at 7:35PM; unanimously approved.

**Respectfully submitted,**

**Pamela A. Colombie  
Recording Clerk**