



**TOWN OF WINCHESTER
ZONING BOARD OF APPEALS**
Town of Winchester Town Hall, 338 Main Street
P. Francis Hicks Room – 2nd Floor
September 26, 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 reported that a quorum of the board was present: Mike DeClement, Neil Hunt, John Massicotte, and Alternates Phillip Allen, and Hal Wilkes.

Additionally, Dave Villa, John Pollack and Alternate Richard Nalette were absent excused. Mr. Allen and Mr. Wilkes were seated for Mr. Villa and Mr. Pollack.

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

3. EXPLANATION OF PROCEDURE:

Mr. DeClement explained that approval by the Zoning Board of Appeals requires four votes of the five members seated hearing an application. He explained that while a variance requires an applicant to present and explain a hardship, a Special Permit does not.

4. PUBLIC HEARINGS:

A. ZBA #17-5186 Request for Special Permit – Expansion of Non-Conforming Structure at 678-680 East Wakefield Boulevard for Paul J. Marino, Jr.

Paul Marino appeared before the Board regarding this application. He explained that he is proposing to add a cantilever to the east side of the building, noting that it will not protrude any further than the chimney currently does. Referencing a survey submitted as part of his application, Mr. Marino noted that the proposed gas fireplace and associated venting include a 48"x17" bump out. He noted that the current chimney, also cantilevering out 17", will be removed.

The hearing was open to the public for comment.

Peggy Neal of 674 East Wakefield Boulevard, spoke in favor of the application, explaining that the work undertaken by Mr. Marino to improve his own property also serves to benefit her property.

The public hearing was closed at 7:06PM.

5. OLD BUSINESS:

A. ZBA #17-5186 Request for Special Permit – Expansion of Non-Conforming Structure at 678-680 East Wakefield Boulevard for Paul J. Marino, Jr.

MOTION: Mr. Hunt, Mr. Allen second, to grant Special Permit Application #17-5186 to add fireplace to a legal non-conforming property at 678-680 East Wakefield Boulevard; unanimously approved.

6. APPROVAL OF MINUTES – AUGUST 22, 2017 REGULAR MEETING:

MOTION: Mr. Allen, Mr. Hunt second, to approve the August 22, 2017 Regular Meeting Minutes; unanimously approved.

7. OTHER BUSINESS:

A. Approve 2018 Regular Meeting Schedule.

MOTION: Mr. DeClement, Mr. Hunt second, to approve the 2018 Regular Meeting Schedule; unanimously approved.

8. BILLS PRESENTED:

No business was discussed.

9. CORRESPONDENCE:

No business was discussed.

10. DISCUSSION WITH ZONING ENFORCEMENT OFFICER (IF ANY).

Mr. DeClement questioned the fees being levied for Special Permit applications, noting that the application reviewed at this meeting reflected a fee less than expected. Mr. Melanson explained that while the variance application fee is \$410, the charge for a special permit application before the Planning and Zoning Commission has been \$235. He noted that the fee schedule may only be modified through ordinance and that aligning the special permit application fees will be reviewed.

11. ADJOURNMENT:

MOTION: Mr. Allen, Mr. Hunt second, to adjourn at 7:10PM; unanimously approved.

Respectfully submitted,

**Pamela A. Colombie
Recording Clerk**