

Town of Warner
Zoning Board of Adjustment



APPROVED MEETING MINUTES

Wednesday January 9, 2019
7:00 PM Warner Town Hall Lower Level

1. OPEN MEETING and ROLL CALL

Harry Seidel Janice Loz (Chair) Howard Kirchner (Vice Chair)
Elizabeth Labbe Barbara Marty

Sam Bower (absent) Beverley Howe (absent)

Chair **Janice Loz** elevated **Harry Seidel and Elizabeth Labbe** to voting members in place of absent members.

2. APPROVAL OF MINUTES

October 10, 2018 – ZBA Meeting Minutes

Harry is not in favor of an index or a glossary, however this is a Planning Board decision. Both documents will need to be updated all the time.

Janice Loz – The benefit of an index is that it can be updated easily.

MOTION by **Barbara Marty** to accept the minutes of October 10, 2018 as amended, **Second by Howard**.

APPROVED, 5-0

November 12, 2018 – Planning Board and ZBA Combined meeting on Zoning Ordinance

These minutes were approved by the Planning Board on January 7, 2019. Janice asked if anyone else has something they want to add to the minutes and they will be forwarded to the Planning Board.

Janice – Top of page 5, add that Janice asked Sam to respond to make it flow better.

Harry, would like his comments on page 5 at the top to reflect the following: There are 3 RSA definitions. Would it be OK to have a plain speaking definition of abutter for purposes of receiving testimony, for clarity. Parts that involve notification can easily be referred by their RSA s for definition.

I am suggesting that we have a basic and simple definition for abutter.

I am just trying to suggest from the aspect of being able to receive testimony and demonstrate that you are effected, the first few sentences that Andy wrote is fine. For purpose of notification, can we list the appropriate RSA's?

Janice – it is important for us to make edits in a public setting. And then everyone is hearing what everyone wants to say.

3. NEW BUSINESS:

Review Zoning Board of Adjustment Application for Administrative Appeal DRAFT

Janice Loz : These are not just formatting change; I made changes to the document.

New information added as follows: Page 5: Location and Description of Property. Will a site plan be required by the Planning Board? There are more areas for people to fill in to help us with the process. Page 6 of 9 is a new page.

The undersigned hereby requests an Appeal of Administrative Decision; this is to make things much clearer than what was in the previous document.

This is intended to help people along before they come to see the Zoning Board.

On the old form it says that applicant's requested decision or interpretation and this is now broken into two parts.

Howard and Harry agree that this is a much better format. Howard commented that we (the ZBA) are the ones who will review the appeal, and this makes it much easier.

Barbara Marty suggested that on page 4, the fifth from the bottom, last bullet point, "and a floor plan"

Janice Loz asked if we have to have three readings of the document.

Barbara Marty responded that we do not because we are just making format changes.

Motion by Harry Seidel to approve the general instruction for an appeal to the Zoning Board of Administrative Decision Application

Second by Howard Kirchner.

APPROVED, 5-0

EQUITABLE WAIVER FORM:

Janice Loz: You will see the greatest number of changes on page 6 of 9, and on the old form it is page 5. The big change is on the top, on the old one we did not have "the undersigned hereby requests an Equitable Waiver of Dimensional Requirement to the terms of:" That is the only change. The other change is the same as on the Administration Decision document.

Motion by Harry Seidel to approve the Application for an Equitable Waiver of Dimensional Requirements as revised November 2018.

Second by Elizabeth Labbe.

APPROVED, 5-0

Barbara Marty asked if it has ever happened that the applicant has to pay for the review.

Diane: I have never seen it.

4. COMMUNICATIONS:

WEBSITE: Janice introduced that the **Economic Development Advisory Committee** (EDAC) is looking at changing the website. Does the ZBA have any requests/suggestions? Everyone should go to the website and take the survey.

Janice Loz talked about the pathway to get to the meeting minutes. The paperwork is on the ZBA page, but the minutes are in a separate section. The minutes and agenda should be in the same place.

Harry Seidel: They would be on the page and listed. Now they are not in the zoning area?

Janice Loz: It would be nice to have it all the same page.

Harry Seidel: If we do that, but the other boards don't do that, then it might be difficult to find the information.

Janice Loz: But they will be so impressed that they may want it that way. And the people making the decisions may decide that they are or are not going to do it.

Think of it from a customer's point of view. How can we make it easier for them? I saw Nashua's website, and they had a whole chart of case number for an application, and across from it would be the minutes, then the audio, the application.

RENEW of REAPPOINTMENT:

Howard Kirchner: The way it was setup was that each year there would be 2 people up for renewal.

Janice Loz: We will look into it.

Motion to adjourn by Barbara. Second by Elizabeth.
APPROVED, 5-0.

ADJOURN at 7:53pm.

*ZBA meetings will end at 10:00 P.M. Items remaining on the agenda will be heard first at the next scheduled monthly meeting.

All interested parties are invited to attend. Correspondence must be received by Noon, Wed, January 9, 2019.

(Agenda is posted when received)