

Town of Stoddard
Zoning Board of Adjustment
Minutes of Meeting May 19, 2016

The meeting was called to order by the Chairperson at 7:34 pm.

The Pledge of Allegiance was led by Harry Power.

Members present: Paul Krampfert, Richard Scofield, Curtis Taylor, Angel Nicoletti and Ed Saleski sitting in for David Costin

Members absent: David Costin

Alternates present: Dean Huber

Hearings

- None

New Business

- Forms: Members reviewed the ZBA application forms and found they no longer contain the information they should or could contain. They were compared to the forms recommended by the OEP. The OEP forms are more clear and cleaner looking and contain areas for needed information that the others do not. The following forms were reviewed and have been edited for Stoddard's use: Appeal from an Administrative Decision, Application for a Variance, Application for an Equitable Waiver of Dimensional Requirements and Application for a Special Exception. Paul suggested a definition of the forms be added onto the Town web site so people would know what each form is used for. Paul will run the new forms by our legal advisor prior to placing them on the Web. The Chairperson made a motion to integrate a definition of the forms onto the Town web site. The Motion passed with all in favor.
- Notice Of Granted Decisions Compliance Draft Procedure Change
A draft of the procedure was read by the Secretary and members were given hard copies. Discussion was held to determine the format of the pictures for the file, timing of the inspections and payment for the inspections. The Chairman made a motion that members accept in principal, the draft as written and that it become our wording and revision for the ZBA Procedures. All voted in favor of the motion. Wording changes to the Notice of Granted Decisions and the Checklist will be discussed in the future.
- Update on Ward case
The Hearing is scheduled for June 9th, at 9am. Jim Coffey, Diane Matthews and Paul Krampfert will be attending the hearing which will be held at the Cheshire Superior Court.
- Variance request received from S. Rokes
Paul made a visit to the site and described the location and building. Members proposed dates for a site visit and Paul will contact the applicant with these dates. Once an agreed date is obtained, a notice will be sent out for a site visit and meeting to take place at the site.
- The following workshops for members were mentioned: June 8th Webinar: Legislative 2016 Wrap-Up, June 10th It's a Hard Road to Travel Workshop, June 16th Fundamentals of Local Welfare Workshop

Minutes of April 21, 2016

- A spelling correction was made and the words "*in NH towns*" under Old Business were removed. The Minutes were approved as amended.

Correspondence/Reports

- Review of the budget and legal bills period ending 4/25

Old Business

- Members discussed attending the OEP Spring Planning & Zoning Conference in Concord, on June 4th.

A Motion was made by Angel to adjourn and it was seconded by Richard. The motion passed unanimously. The meeting adjourned at 8:42 pm. The next meeting will be June 16, 2016 at 7:30 pm at the Stoddard Town Hall.

Respectfully submitted,
Kathleen Ellis
Secretary to ZBA