

Danville Zoning Board of Adjustment
Dec. 1, 2015
7:30 pm

Members present: Chris Stafford-chairman, Tara Burkhart, Jason Holder, Joe Luna, Curt Springer, Janet Denison-clerk

Minutes

Joe made and Jason seconded a **motion to accept the October 20, 2015 minutes as amended**. The motion **passed** unanimously.

Chris said he had emailed Peter a week ago. Peter had heard from John Cronin, attorney for the Cotes about 10 days prior to that. Chris said he doesn't want to leave this open for too long. It was mentioned that the Zoning Ordinance fines were not meant to continue building. Curt made and Joe seconded a **motion to continue the hearing on the matter of the Cotes to Tuesday, January 12, 2016**. The motion **passed** unanimously.

The board reviewed a proposed email policy that will be incorporated into the Rules of Procedure. The discussion included the fact that for some cases there is an exchange of information or communication between board members. This mostly is deciding on a date for a meeting, but has also been referencing websites or definitions. As long as the board member is providing a fact and not offering an opinion, and if that fact is then brought up at the next meeting, this should be ok to have conversations if any substantive exchange is mentioned at the next meeting.

The new Rules and Procedures will be distributed to the Planning Board and Selectmen representatives, as well as any alternates to the Board.

It was agreed this Board does not deal with subcommittees that often. Jason did visit a site with the attending engineer for one case but he brought up any information and findings at the next meeting.

It was reiterated that communications with town counsel is always privileged and confidential.

Joe mentioned recent variances that were granted and that the property owners appear to be in violation of the terms of the variances. The auto shop on 2 Hampstead Road seems to have more vehicles on the property than what is allowed. They are also double parked. It was stated during the hearing that the ZBA has no jurisdiction over the state owned property. The sign on the building is assumed to adhere to the ordinance.

Corey Motors and the dance studio have paved the parking lots to the edge of the property line. The owners were told they must have a 9' wide strip between the lots as a separation. Curt mentioned the Zoning Ordinance was changed after the variance was granted. There was a question about whether this needs to go the Planning Board for an amended site plan review or if the owners need to see the ZBA. This question may be posed to Peter.

Letters will be sent to the Board of Selectmen as the enforcement agents regarding these properties.

At 9:10pm Joe made and Jason seconded a **motion to adjourn**. The motion **passed** unanimously.

Respectfully submitted,

Janet S. Denison-clerk