

## WALPOLE ZONING BOARD OF APPEALS MINUTES OF NOVEMBER 20, 2019

A meeting of the Walpole Zoning Board of Appeals was held on Wednesday, November 20, 2019 at 6:00 PM in the Main Meeting Room at Walpole Town Hall. The following members were present: John Lee, Chairman; Susanne Murphy, Vice Chairman; Jane Coffey, Member; Rick Merrikin, Member; Drew Delaney, Associate Member.

Also present: Ashley Clark, Community & Economic Development Director; Amy Messier, Administrative Secretary

6:00 PM Lee opened the meeting:

### **Discussion and possible vote on adoption of Comprehensive Permit Regulations and update fee schedule:**

A draft of Comprehensive Permit Regulations was given to the Board. Clark and Messier explained to the Board that they had closely worked with Town Counsel on drafting regulations to put into place to enable the Board to have specific guidelines to help determine completeness of future comprehensive permit applications. The drafted regulations outline specific, itemized materials that a complete application would require, in order to streamline the hearing process in a productive manner. The Board discussed the items and suggested minimal edits. Murphy made a motion to accept the comprehensive permit regulations with edits in place, seconded by Coffey, the motion carried 5-0-0 (Lee, Murphy, Coffey, Merrikin, Delaney).

Murphy made a motion to adjourn, seconded by Coffey, the motion carried 5-0-0 (Lee, Murphy, Coffey, Merrikin, Delaney)

**The meeting adjourned at 7:30 PM**

Accepted 12/4/19