

WALPOLE ZONING BOARD OF APPEALS MINUTES OF FEBRUARY 19, 2020

A meeting of the Walpole Zoning Board of Appeals was held on Wednesday, February 19, 2020 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; Bob Fitzgerald, Clerk; Rick Merrikin, Member; Drew Delaney, Associate Member; Amy Messier, Administrative Board Secretary

Absent: Mary Jane Coffey, Member

6:32 PM Lee opened the meeting:

Discussion Items:

1. Scheduling of future 40B Meeting Dates RE: Summer St.:

The Board reviewed possible future dates for the Summer St. 40B project that has an opening date of 3/4/20, proposed dates that the Board agreed had availability included; Monday, March 23, 2020; Wednesday, April 15, 2020 and/or Monday, April 27, 2020. It was agreed that the next meeting after 3/4/2020 will be finalized and voted on at the 3/4/2020 meeting.

2. 40A Application submissions & deadlines, etc.:

a). Messier addressed items relating to the current ZBL under Section 2: "Administration" and suggested that the Board adopt potential deadlines for material submission regarding an application. Lee stated that staff is to accept all submitted materials at all times, however, with the understanding that any materials submitted later than three (3) business days (normally Friday by noon) before the hearing may not be properly reviewed and is at the discretion of the Board and staff.

Murphy made a motion to adopt the deadline for material submission of three business days before the hearing, and later submissions to be reviewed at the discretion of the Board and staff, seconded by Merrikin, the motion carried unanimously 5-0-0 (Lee, Murphy, Fitzgerald, Merrikin, Delaney).

b). Messier addressed items relating to the current ZBL under Section 2: "Administration: and suggested that the Board vote to remove the section that states the exact number of paper copies required for an application submission, etc., and instead include verbiage that states that the Applicant shall refer to the filing information and guidelines for submission requirements. This elimination and replacement allows the Board discretion regarding submission practices that are most beneficial and practical for the Applicant/ Board/ Staff at the time. Murphy motioned to eliminate the current verbiage in the ZBL that states ten (10) hard copies of all submission materials are needed, and replace it with seven (7) hard copies, including one large set of plans and the rest small, this motion was seconded by Merrikin, the motion carried unanimously 5-0-0 (Lee, Murphy, Fitzgerald, Merrikin, Delaney).

c). Messier suggested that the Board vote on appointing her as the Agent of Authority regarding signing and filing extensions of time for Variances (not continuances) on behalf of the Board, eliminating the need for the Board to vote on the matter at the next meeting. Murphy made a motion to appoint Messier as the Agent of Authority to sign and file extensions of time for variances on behalf of the Board, seconded by Fitzgerald, the motion carried unanimously 5-0-0 (Lee, Murphy, Fitzgerald, Merrikin, Delaney).

d.) Messier suggested that meeting packets be distributed to each Board member a week in advance of the meeting in order to facilitate the Boards familiarity with the upcoming hearing and the materials associated. Packets would include: application, plans, abutters list, staff report and board/dept. comments. All Board members agreed that this would be welcomed, and stated that a PDF version of the be emailed to them.

3. Request for Extension of Time; RE: 2180 Boston Providence Highway, John Shalbey, Case No. 19-19, Special Permit/ Variance Request:

This item was not addressed at this time as advised by Town Counsel, and will be placed on the 3/4/2020 agenda.

Case No. 16-19, Christopher Ogilvie, 4 Cranberry Lane, Special Permit Request:

Lee opened the hearing, Applicant Chris Ogilvie was present and explained to the Board that he has capped the gas off in the basement, and submitted a window well that is to be installed in the basement in order to comply with the Fire Dept. safety egress. A letter from the Building Inspector was submitted and stated that the he, and the Building Department had no issues or concerns with the proposal, or the Special Permit request to legalize the existing in-law. Murphy made a motion to close the hearing, seconded by Fitzgerald, the motion carried unanimously 5-0-0 (Lee, Murphy, Fitzgerald, Merrikin, Delaney). Murphy made a motion to grant the special permit with the following conditions;

1. the applicant shall acquire a final sign-off from the Building Inspector prior to the issuance of a Certificate of Occupancy
2. the applicant shall install a window well safety egress according to the model submitted at the public hearing on 2/19/2020.

Minutes: No minutes were accepted that this time.

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

The meeting adjourned at 7:30 PM

Accepted 7/27/2020

