

APPROVED March 1, 2007

**Call to order at 7:00 p.m.** by Vice Chairman, Timothy Kinnon.

**Introduction of Board Members:** Timothy Kinnon-Vice Chairman, Timothy Morgan, David Schaeffner-Alternate, Monica Jerkins-Assistant Planner, and Carolyn Schaeffner-Recording Secretary.

**Appointment of Alternates:** David Schaeffner – appointed for the meeting.

**Approval of Agenda**

**The following cases requested to be continued per applicant to the March 1, 2007 hearing:**

**Case Z06-38** **Map 23, Lot 3** **Special Exception**  
**Corinne Claunch** **41 Rustic Shores Road**

Application submitted by Thomas W. Varney on behalf of Corinne Claunch to request a Special Exception from the Town of Alton Zoning Ordinance 2006, Article 300, Section 320 (B:2c) – Expansion of a Non-conforming Structure – to allow a basement to be constructed under a cottage located within the Rural Zone. Continued from the January 4, 2007 hearing.

**Case Z06-39** **Map 23, Lot 3** **Variance**  
**Corinne Claunch** **41 Rustic Shores Road**

Application submitted by Thomas W. Varney on behalf of Corinne Claunch to request a Variance from the Town of Alton Zoning Ordinance 2006, Article 300, Section 327 (A:3) – Setback Requirements – to allow a pre-existing non-conforming structure to be relocated 2', but still within the 10' setback requirement. The property is located within the Rural Zone. Continued from the January 4, 2007 hearing.

**Case Z07-01** **Map 39, Lot 28** **Variance**  
**John & Paula Hughes** **453 East Side Drive**

Application submitted by John and Paula Hughes to request a variance from the Town of Alton Zoning Ordinance 2006, Article 300, Section 327 – Setback Requirements – to build a storage garage within the setback requirement. This property is located within the Lakeshore Residential Zone. Continued from January 4, 2007.

**Case Z07-02** **Map 14, Lot 20** **Variance**  
**C & D Realty Trust** **East Side Drive**

Application submitted by Dan Weldon, Trustee of C & D Realty Trust to request a variance from the Town of Alton Zoning Ordinance 2006, Article 400, Section 412 – Restrictions Governing Use – to create a lot protected by conservation easement that does not meet the minimum road frontage requirement for the zone. This property is located within the Lakeshore Residential Zone.

**Motion** by T. Kinnon to approve the agenda as amended. Second by T. Morgan. No discussion. Vote unanimous.

**OTHER BUSINESS:**

1. Old Business: Motion for Rehearing (East Side Drive Cell Tower app). Discussion on Motion for Rehearing (East Side Drive Cell Tower Application) for Z05-34. Discussed how long they have to take action on this Motion. Motion received on January 10, 2007. T. Kinnon advised that action should be taken within thirty days. In the past they have accepted the application and

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then continued it to another date. T. Kinnon stated he would like to put his reasoning on paper to get thoughts organized. T. Morgan agreed and would like to see the verbatim minutes before making a decision. Recording Secretary will have the verbatim minutes from the last two meetings on 11/20 and 12/11 on Monday 2/5/07.

**Motion** by T. Morgan to accept the Motion for Rehearing dated January 5, 2007 for Case Z05-34, East Side Drive and continue to another meeting date for consideration for rehearing. Second by T. Kinnon. No discussion. Vote unanimous.

**Motion** by T. Kinnon to schedule a meeting for Monday, February 12, at 6:30 p.m. Second by D. Schaeffner. Discussion to bring written opinions to combine to make one written opinion. No further discussion. Vote unanimous.

2. Approval of Minutes: January 23, 2006; April 25, 2006; May 23, 2006; June 1, 2006; January 4, 2007 (Work Session); January 4, 2007.

Minutes of January 23, 2006

**Motion** by T. Morgan to approve the Minutes of January 23, 2006 as submitted. Second by T. Kinnon. No discussion. Vote unanimous.

Minutes of April 25, 2006

**Motion** by T. Morgan to approve the Minutes of January 23, 2006 as changed on the original by the Assistant Planner. Second by T. Kinnon. No discussion. Vote unanimous.

Minutes of May 23, 2006

**Motion** by T. Morgan to approve the Minutes of May 23, 2006 as submitted. Second by T. Kinnon. No discussion. Vote unanimous.

Minutes of June 1, 2006

**Motion** by T. Morgan to approve the Minutes of June 1, 2006 as submitted. Second by T. Kinnon. No discussion. Vote unanimous.

Minutes of Work Session January 4, 2007

**Motion** by T. Morgan to approve the Minutes of Work Session on January 4, 2007 as submitted. Second by T. Kinnon. No discussion. Vote unanimous.

Minutes of January 4, 2007

**Motion** by T. Morgan to approve the Minutes of January 4, 2007 as changed on the original by the Assistant Planner. Second by T. Kinnon. No discussion. Vote unanimous.

3. Old Business Continued: Brandt request for refund.

Discussion on Brandt request for refund for application fees and copying costs. Noted this case was not heard by the ZBA because there was an issue with the driveway and was before the Planning Board. Board consensus that the Planning Office put in office hours in preparation (i.e. making copies, and other office procedural duties for application preparation and notice. Question on whether a first set of plans

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was submitted. They have not been found and applicant has no record of turning these in to the office. There was no receipt given or requested.

**Motion** by T. Morgan to decline the request made in the letter of January 2, 2007 from Brandt for a refund of \$60 application fees to the ZBA because the Planning Office did all the work that it would normally do to get the applications ready for the ZBA, including, copying, collating and all the work attendant thereto and despite the fact that they were not heard, the expense was incurred and further suggested they decline the \$22 replacement costs because there was no proof that the plans were dropped off and the Planner has made a diligent search for the records and not had any success. Second by T. Kinnon. No discussion. Vote unanimous.

4. New Business: None presented.

5. Correspondence: Land Resource Management Workshop. Noted that Assistant Planner-Monica Jerkins and Jen Fortin will be attending the workshop on February 15.

**Motion** by T. Morgan to adjourn. Second by D. Schaeffner. No discussion. Vote unanimous.

Respectfully submitted,  
Carolyn Schaeffner  
Recording Secretary