



TOWN OF ROXBURY CONNECTICUT

Zoning Board of Appeals

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

ROXBURY ZONING BOARD OF APPEALS SPECIAL MEETING MARCH 15, 2018 MINUTES

CALL TO ORDER

Nanette Falkenberg called the meeting to order at 7:33 p.m.

IDENTIFICATION OF MEMBERS

Members Present: Nanette Falkenberg, Judith Kelly, Margaret Miner, Karen Kopta

Alternates Present: Nancy Schoenholtz, Doug Lewis, Suzanne Scott

Staff Present: Julie Cady, Secretary

APPROVAL OF MINUTES

Special Meeting - January 18, 2018

Motion: To approve the January 18, 2018 Special Meeting Minutes by Karen Kopta, seconded by Judith Kelly and carried.

NEW BUSINESS

Discussion of Legal Fees

The ZBA members reviewed the Town ordinance allowing surcharge fees to Land Use applications. The members discussed using this for legal fees and the pros and cons associated with it. The members agreed in principle this is something they would like to do, but more information is needed regarding the process of doing it. It was noted if they were to use a legal surcharge fee, it would be used sparingly and as needed. It was decided Nanette Falkenberg and Doug Lewis would speak with the Town attorney about using this ordinance.

Discussion of Revising Application

There was a discussion about revising the ZBA application. Applications from Woodbury, Kent, and Washington were reviewed for their content. Some of the areas discussed for revision:

- Adding dimensions of lots and structures
- Changing the list of items to submit with the application to a check list format
- Proof of Hardship determination
- Description of variance requested
- Adding application guidelines

A draft of the revised application will be presented at the next meeting for review.

OTHER BUSINESS

There was no other business to discuss.

ADJOURNMENT

Motion: To adjourn at 9:14 p.m. by Nancy Schoenholtz, seconded by Judith Kelly and carried unanimously.

Respectfully submitted,

Julie Cady

Julie Cady, Secretary