

**Wolfeboro Zoning Board of Adjustment**  
**Work Session Meeting**  
**October 19, 2015**

**Minutes**

**RECORDED**  
10/26, 2015 2:25 PM  
Book No. \_\_\_\_\_ Page No. \_\_\_\_\_  
*[Signature]*  
WOLFEBORO, N.H. TOWN CLERK

**Members Present:** Mike Hodder, Chairman, Fred Tedeschi, Vice-Chairman, Alan Harding, Clerk, Suzanne Ryan, Member Hank Why, Member, Christine Franson, Alternate and Sarah Silk, Alternate

**Members Absent:** David Senecal, Alternate

**Staff Present:** Rob Houseman, Director of Planning & Zoning and Robin Kingston, Administrative Assistant

Chairman Hodder called this meeting to order at 7:02 PM in the Wolfeboro Public Library Meeting Room. A quorum was present.

**Work Session:**

**Variance Study**

Mike Hodder gave an explanation of the Variance Standards – Special Conditions of the property.

Discussion on patterns of different lot sizes, variance request and special exceptions.

Terry Tavares has created a database containing all permitting relative to a property and it was requested to be sent to Board.

Rob Houseman pointed out in 2013-2014 the Planning Board had a study committee and the only place the waterfront was changed was in plant standards. A mechanism is in place for lots under ½ acre.

Discussion over applying the standards.

Guidance using previous court decisions as a cheat sheet were discussed.

**Rules of Procedure - ROP**

Mike Hodder explained the subcommittee worked independently and have two different ideas of what the ROP's should be.

The Board discussed the current version amended 2 years ago.

Mike Hodder explained the subcommittee worked independently and have two different ideas of what the ROP's should be.

Suzanne Ryan explained some changes were made and she did not have her first draft done. Mike Hodder explained his version is an amendment to the current rules and Suzanne Ryan's are a complete overhaul. Suzanne Ryan explained she feels there is a lot missing she feels should be included from Mike Hodder's version.

Mike Hodder explained he sought advice from the attorney as to adding a time limit for filing and accepting Appeals of Administrative Decisions.

The Board discussed the definitive language of when the Board of Selectmen makes appointments to the Board after the March Town Meeting and the Board in turn being held to a specific meeting in electing a Chairman, Vice-Chairman and Clerk. It was suggested that the language be amended to allow time for the Board of Selectmen to make appoints and then elect the Chairman, Vice-Chairman and Clerk.

The Board discussed having a markup of the current ROP's, Mike Hodder's version and Suzanne Ryan's version, topic by topic. .

*It was moved by Mike Hodder and seconded by Chris Franson that the Town Planner and Chairman will work together to develop a comparison for the Board. Mike Hodder, Alan Harding, Hank Why, Fred Tedeschi voted in favor. Suzanne Ryan abstained. **The motion carried.***

Suzanne Ryan noted the ZBA in NH 2015 OEP Presentation, Page 4 of the document suggests ROP's criteria. It was suggested it should cover internal and public business and lists suggested index. She asked the Board to review. Further noted was that all ZBA's in NH have to process an application the same way.

### **Consideration of Minutes:**

October 5, 2015

Page 3- 2<sup>nd</sup> paragraph change "they" to "the"

8<sup>th</sup> paragraph – change "applicat" to "applicant"

2<sup>nd</sup> paragraph from bottom – Suzanne Ryan disputed what was written and asked to review the tape. – The board discussed this.

Page 5 – 2<sup>nd</sup> paragraph – add Rob Houseman will also speak to Dave Owen.

It was moved by Mike Hodder and seconded by Alan Harding to approve the Minutes of October 5, 2015 as amended. Mike Hodder, Alan Harding, and Hank Why voted in favor. Fred Tedeschi abstained due to his absence from the meeting and Suzanne Ryan abstained. **The motion carried**

### **Scheduling of Work Sessions**

Work Session have been scheduled for Wednesday, November 16<sup>th</sup> and December 16<sup>th</sup>. Meeting place to be determined.

Respectfully Submitted,



Robin Kingston

Administrative Assistant