

Design Review Committee  
March 29, 2016  
Meeting Minutes

Board Members: Ron LaRose, Matt Ham-Ellis, Ken Weston, Jim Weening, Liz Herman

Others Present: Eric Forand (Zoning Administrator)

Public: Paul Jackman, Matt Mancinni

The Design Review Committee meeting was called to order at 6:30pm

New Business:

Paul described the project that the Church was under taking. The current garage at the rectory is in need of repair due to rotting sills. They are also looking to move the current 9 foot garage door from the east wall to the west wall so they can have access for lawn equipment. They would then replace the door on the east side with a 12 foot garage door. This would entail removing a window that is currently on the east side. There would also be some interior work to stabilize the building with new collar ties and an interior wall would be removed. The siding would remain the same and it would be continued up to the peak where there is currently T111. Paul stated that they are still receiving bids but one contractor stated that it may be easier to tear down the structure and build a new one. Due to this Paul would like to have approval for two options A) structurally repairing the building to include installing a 9 ft garage door on the west side and installing a 12 ft garage door on the east side. Siding and footprint would not change. B) Tear down the building and build a new one to include installing a 9ft door on the west side and installing a 12ft door on the east side. Also if they did tear down the building they would move the north side of the building in one foot. Currently the building is about 8 inches from the property fence so they would like to have more access on this side. The siding would remain the same. Matt had questions about the non-conforming nature of the structure as it did not adhere to setbacks. The Zoning Administrator stated that a non-complying structure could be replaced within 1 year using the same footprint or a smaller one.

Ken made a motion to forward the recommendation to approve permit 16-11 choice A to the Planning Commission, seconded by Liz. All were in favor (5-0).

Ken made a motion to forward the recommendation to approve permit 16-11 choice B to the Planning Commission, seconded by Jim. All were in favor (5-0).

Ken made a motion to accept the July 13, 2015 meeting minutes as amended, seconded by Matt. All were in favor (4-0). Liz was not present at the July 13, 2015 meeting.

Matt made a motion to accept the November 24, 2015 meeting minute as written, seconded by Liz. All were in favor. (4-0) Jim was not present at the November 24, 2015 meeting.

Ken made a motion to accept the February 16, 2015 meeting minutes as amended, seconded by Matt. All were in favor (4-0). Liz was not present at the July 13, 2015 meeting.

Meeting adjourned at 7:10pm

Respectfully Submitted

Eric J Forand  
Zoning Administrator

DRAFT