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TOWN OF CARLISLE
OFFICE OF
Zoning Board of Appeals

66 Westford Street
Carlisle, MA 01741
978-369-5326

Minutes: Board of Appeals, February 1, 2021

Call to Order

The meeting was called to order at 7:30 p.m. Pursuant to the Governor’s Executive Order Concerning Open Meetings during the COVID-19 crisis, there was no in-person attendance. Participation was entirely remote utilizing the teleconference application Zoom Meeting.

The Chair noted that the audio portion of meeting was being recorded and asked if any other were recording. No one else present said they were recording the meeting.

Roll Call and Declaration of Quorum

Chair Snell recognized the required quorum of Members. Present were Members Travis Snell (Chair), Steven Hinton and Manuel Crespo (Clerk) and Associate Members Eric Adams and Jay Lee. Member Gretchen Anderegg was absent.

Statement of Compliance

The issue of compliance regarding posting of the meeting was confirmed by the Chair. According to Secretary Wang, the agenda was posted January 26, 2021

Approval of Agenda

Chair Snell asked those present if there were any matters other than those listed on the agenda which the public would like to add to the agenda. When none were offered, the agenda was accepted.

Approval of prior minutes

Member Hinton made and Member Crespo seconded the motion to accept the minutes from January 4, 2021 as amended. Consistent with the informal historic practice of the Board, all Members and Associate Members present participated in the vote, and the motion was approved by a vote of 5 to 0 as follows

Board of Appeals vote:

Snell (Member)	Affirm
Crespo (Member)	Affirm
Hinton (Member)	Affirm
Adams (Associate Member)	Affirm
Lee (Associate Member)	Affirm

Public Comments

Chair Snell asked those present if there were any matters other than those listed on the agenda which the public would like to present to the Board. None were offered.

New Business – Application 2102

Chair Snell opened the public hearing for the application of Eric Hamilton requesting a Variance to build a deck 34 feet from the lot line where 40 feet is required under Section 4.3.2. The property is located within the Residence B District at 652 Lowell Street.

Participation was entirely remote utilizing the teleconference application Zoom meeting, there was no in-person attendance. Present were Secretary Peggy Wang and a member of the public. The Applicant was not present.

Secretary Wang reported that the public hearing notice was posted on January 14, 2021 and mailed to abutters on January 15, 2021. No correspondence had been received.

Chair Snell asked for the Applicant to present testimony but he was not present at the meeting. Member Hinton noted that the Board could not move forward on the application without the Applicant present to explain the discrepancy between the application and plan map submitted. The application is requesting that the deck be build 34 feet from the lot line but the Stamski and McNary plan shows 29 feet. In addition, there is no explanation regarding the hardship that makes it necessary that the deck be built in the setback. He requested that Secretary Wang contact the Applicant prior to the next meeting so that he will be prepared to respond to these two issues.

Chair Snell made and Member Hinton seconded the motion to continue the hearing until the March 1, 2021 meeting. Consistent with the informal historic practice of the Board, all Members and Associate Members that participated in the public hearing also participated in the vote, and the motion was approved by a vote of 5 to 0 as follows:

Board of Appeals vote:

Snell (Member)	Affirm
Crespo (Member)	Affirm
Hinton (Member)	Affirm
Adams (Associate Member)	Affirm
Lee (Associate Member)	Affirm

Application 2103

Chair Snell opened the public hearing for the application of Peter Donohoe requesting a Special Permit under Section 3.2.2.9 to continue to teach small group classes. The property is located within the Residence B District at 41 Trillium Way.

Participation was entirely remote utilizing the teleconference application Zoom meeting, there was no in-person attendance. Present were Secretary Peggy Wang and abutter Naren Nayak.

Secretary Wang reported that the public hearing notice was posted on January 14, 2021 and mailed to abutters on January 15, 2021. No correspondence had been received. Secretary Wang said that the Applicant has requested a continuance because he is traveling and not available.

Chair Snell made and Member Hinton seconded the motion to continue the hearing until the March 1, 2021 meeting. Consistent with the informal historic practice of the Board, all Members and Associate Members that participated in the public hearing also participated in the vote, and the motion was approved by a vote of 5 to 0 as follows:

Board of Appeals vote:

Snell (Member)	Affirm
Crespo (Member)	Affirm
Hinton (Member)	Affirm
Adams (Associate Member)	Affirm
Lee (Associate Member)	Affirm

Additional Discussion

Member Adams reported to the Members that he has been approached by a resident about expanding the footprint of his home which would require a hearing with the ZBA. The resident would like Mr. Adams to act as their agent before the Board not as a Member of the ZBA and wanted to know if this would be a Conflict of Interest. Chair Snell recommended contact Town Counsel.

The Board discussed several other procedural issues related to teleconference meetings and the formatting of the Board's decisions. No changes were determined to be necessary and no motions were made.

Adjournment

Chair Snell asked the Board Members and those present if there were any additional issues to discuss. When none were offered the meeting adjourned at 8:15 pm.

Respectfully submitted

Peggy Wang