

Zoning Board of Adjustment Meeting Minutes

Location: Strafford Town Hall Conference Room

Date & Time: June 15, 2023 7:00PM

Voting Board Members Present:

Ashley Rowe – Chairman
Aaron Leff
Katrina Labrecque

Non-Voting Board Members Present:

Others Present:

Autumn Scott, Strafford Regional Planning Commission, Regional Planner
Robert Fletcher, Minutes Recorder

The Chairman called the meeting to order at 7:04PM and indicated the closing date for new applications to be filed for the agenda for the regular July 20, 2023 meeting is June 22, 2023. The closing date for informal discussion items to be added to the agenda is July 18, 2023.

The Chairman asked for a motion to accepted the minutes of the February 16, 2023 meeting; however, all Board members present at the February meeting were not present. This was also evident regarding the acceptance of the May 18, 2023 meeting. The Chairman tabled meeting minutes acceptance until the next Board meeting.

New Business

Case #23-004: Special Exception, Article 1.7.1, Janice Williams, 3 Fire Road 144, Tax Map 27, Lot 8. The Chairman asked Autumn Scott to introduce the case. Autumn indicated that the applicant is requesting a Special Exemption in accordance with Article 1.7.1 of the Zoning and Land Use Ordinance to allow the expanded use of an existng non-conforming structure by the construction of a 25-foot by 15-foot second story addition over the existing enclosed porch and downstairs bedroom. The current septic system is approved for a three-bedroom house and limited to seasonal use.

The Chairman asked the Williams to address the application. Mrs. Williams indicated that they have a residence in Florida, decided to sell their Greenland, NH home, and renovate their Bow Lake residence for season use. The renovation will update the kitchen and add second floor office space which is not considered an additional bedroom. The renovation to the second story will not increase the footprint of the structure, and therefore, will not add to its current non-conformity. They do plan to replace a wood stove with a gas-operated fireplace which requires a “bump-out” to the existing structure.

The chairman indicated that only three voting Board members were present instead of five, any decision by the Board would need to be unanimous, and the applicant would not be allowed to appeal an unfavorable decision on the basis of limited Board members. He advised the applicant that it was their decision to proceed or request a continuance until the next meeting; however, there would be no guarantee of a full Board at any future meeting. The applicant decided to proceed.

The Chairman noted that the proposed renovation required a Special Exemption for the second story addition and a Variance for the fireplace bump-out or “dog house”. The Board would only be allowed to address the Special Exception, because the Variance had not been properly “noticed” for the meeting. He advised the applicant that a request for a dimensional variance requires a plan prepared by a licensed surveyor to indicate resultant setbacks.

The Board determined the following:

- Second story addition will be contained within the footprint of the existing structure, and therefore, will not increase the current non-conformity.
- Addition will not result in a four-bedroom structure.
- Use of structure will be seasonal.
- Septic system is currently approved for seasonal use of a three-bedroom structure.

The Chairman opened the meeting for public comments at 7:37PM, and there being none, closed the meeting to public comments at 7:37PM.

The Chairman asked for a motion to approve the Special Exception, which was so moved by Aaron Leff, and seconded by Katrina Labrecque. All members of the Board voted verbally in the affirmative, and the motion passed.

There being no further business before the Board, the Vice Chairman called for a motion to adjourn. Aaron Leff moved to adjourn, which was seconded by Katrina Labrecque, and voted on in the affirmative by all Board members. The meeting adjourned at 7:40PM.