

DRAFT – NO LEGAL VALUE

Zoning Board of Adjustment Meeting Minutes

Location: Strafford Town Hall Conference Room

Date & Time: November 20, 2025 6:30PM

Board Members Present:

Aaron Leff
Katrina Labrecque
Alan Williams

Others Present:

Owen Corcoran, Strafford Regional Planning Commission, Regional Planner
Robert Fletcher, Minutes Recorder

Vice-Chair Katrina Labrecque, acting Chair in the absence of Ashley Rowe, called the meeting to order at 6:30PM and indicated the closing date for new applications to be filed for the agenda for the regular December 18, 2025 meeting is Thursday, November 27, 2025. She recognized Board members Aaron Leff and Alan Williams as present.

New Business

Case #480, 130 Bow Lake Estates Road (Tax Map 23, Lot 21). Michael Twomey is requesting a Special Exception under Article 1.7.1, (*Nonconforming Use, Lot, or Structure*) of the Zoning and Land Use Ordinances in order to add living space to a non-conforming existing dwelling. The applicant proposes to convert 350 square feet at the southerly end of an existing non-conforming open deck into living area and to allow a roof to be built over an additional 160 square feet at the northerly end of the existing deck. The existing deck, home, and attached garage come closer to the southerly side boundary and to the northerly side boundary than current ordinances require.

The Chair indicated that the number of Board members present is a quorum; however, if the applicant agrees to proceed, any decision by the Board cannot be appealed for lack of a full Board decision. Mr. Twomey agreed to proceed. She asked Mr. Twomey to present the case.

Michael Twomey, owner of the property at 130 Bow Lake Estates Road, stated that the addition of living space and roof on the deck will stay within the existing footprint of the current dwelling and deck. The addition will not be closer to any lot lines and the neighbors have express no objections. At the request of the Chair, Mr. Twomey addressed the responses to the Special Exception criteria as follows:

1. **The use, lot, or structure has not been made more non-conforming because:**

We are looking to convert a 16'x 9.5' area of outdoor deck to a two-story living space adding approximately 350 sq ft and build a roof over part of the deck covering approximately 160 sq ft.

2. The change or expansion of use is not detrimental or offensive to owners of adjoining property or to the Town, does not adversely affect nearby property values, does not cause any hazard to health or safety, and does not adversely affect the character of the area in which the use will be located because:

The proposed additional square footage is directly in front of the house, no closer to either abutter. The addition would actually provide a sound barrier to reduce any noise heard. The addition does not impact any views. We have communicated with and shared plans with all the abutters from the start. Everyone has been supportive. We have letters from them if the Board wishes to see them.

3. The use conforms to all other applicable regulations governing the district:

We are in conformance with all regulations governing the district.

4. The use has an adequate water supply and sewerage system and meets all other applicable requirements of the State of New Hampshire because:

There are no changes to the previous plans and shoreland permit. No bedrooms are being added with the additional square feet.

The Chair asked for the referenced letters from abutters, which Mr. Twomey provided. One of the letters was from an abutter when approval was granted to add a garage in October 2024. Alan Williams asked if the shoreland permit addressed the additional roof over the deck. Mr. Twomey indicated that it did because it was addressed during the plan approval in 2024 when the garage was added. Mr. Williams was concerned about a change to the roof drip line from the original plan.

The Chair opened the meeting for public comments at 6:41PM, and there being no comments, closed the meeting to public comments at 6:41PM. Mr. Williams asked if the additional roof over the deck would extend beyond the deck which would make the structure more non-conforming. Mr. Twomey confirmed that the deck roof line would not extend beyond the edge of the deck. There being no further questions or comments by the Board, the Chair asked for a motion to approve the Special Exception which was so moved by Aaron Leff, seconded by Alan Williams and voted upon verbally in the affirmative by all voting Board members. The motion passed.

Other Business

The Chair asked the Board to review the minutes from the October 16, 2025 meeting. Mr. Williams noted that he had abstained from voting to conditionally approve the variances for Case 479. Aaron Leff made a motion to accept the minutes as corrected which was seconded by Alan Williams and voted upon verbally in the affirmative by all Board members in attendance at the October 16th meeting. The motion passed.

There being no further business before the Board, the Chair called for a motion to adjourn. Aaron Leff moved to adjourn which was seconded by Aaron Leff and voted on in the affirmative by all Board members. The motion passed and the meeting adjourned at 6:46PM.

Minutes Prepared by Robert Fletcher