

City of Salem ZBA of Appeals
Meeting Minutes
Wednesday, January 17, 2018

A meeting of the Salem ZBA of Appeals ("Salem ZBA") was held on Wednesday, January 17, 2018 in the third floor conference room at 120 Washington Street, Salem, Massachusetts at 6:30 p.m.

Chair Curran calls the meeting to order at 6:30 pm.

ROLL CALL

Those present were: Chair Rebecca Curran, Peter Copelas, and Paul Viccica. Those not present were: Jimmy Tsitsinos, Mike Duffy, James Hacker (Alternate) Also in attendance: Tom St. Pierre - Building Commissioner, Erin Schaeffer - Staff Planner, and Colleen Brewster – Recorder.

Due to a lack of quorum an alternate ZBA meeting date of Tuesday January 30th was selected.

REGULAR AGENDA

Project	A public hearing for a petition requesting a Special Permit per Sec. 3.3.5 Non-conforming Single and Two-Family Residential Structures to alter and extend the existing structure.
Applicant	ANTONIO R. LOPES and MARIA DIAS-LOPES
Location	5 ELM AVENUE (Map 21, Lot 193)(R-1 Zoning District)

Motion and Vote: Mr. Copelas makes a motion to continue to special meeting date of Tuesday, January 30th with no evidence taken. The motion is seconded by Mr. Viccica. The vote was unanimous with 3 (three) in favor and none (0) opposed.

OLD/NEW BUSINESS

Salem Zoning ZBA of Appeals Fees Discussion and Application Package Requirements

Ms. Schaeffer stated that Salem has the lowest fees in the area and asked if they should consider a flat fee or a fee structure.

Chair Curran noted that Marblehead's fee will be increasing to \$100.

As for the application requirements, Ms. Curran suggested that the application have an example of a Variance and hardship language. Mr. Viccica noted that it first needs to be denied by the Building Department but their application must include a statement of hardship. St. Pierre agreed stating that applicants are appealing a denial or a decision of the building inspector. Applicants should also be given a definition of a variance, and a checklist so that incomplete applications cannot be submitted to the ZBA, as well as a written denial letter from the Building Department. Mr. Copelas added that the ZBA shouldn't be afraid to up the ZBA fees since applicants must pay fees for other items or for attorneys.

Chair Curran stated that the underlying zoning and parking regulations needs revision. St. Pierre replied that changes are being proposed will be reviewed by City Council and Planning Board. Ms. Schaeffer – is working with the Planning Department to propose revisions.

MEETING MINUTES

No meeting minutes to review.

ADJOURNMENT

Motion and Vote: Mr. Viccica made a motion to adjourn the January 17, 2018 regular meeting of the Salem ZBA of Appeals, seconded by Mr. Copelas, and the vote was unanimous with three (3) in favor and none (0) opposed.

The meeting ends at 6:50PM.

For actions where the decisions have not been fully written into these minutes, copies of the decisions have been posted separately by address or project at:

http://salem.com/Pages/SalemMA_ZoningAppealsMin/

Respectfully submitted,
Erin Schaeffer, Staff Planner