

MINUTES  
ZONING BOARD OF APPEALS  
FEBRUARY 27, 2013 – 7:00 P.M.  
TOWN HALL ANNEX – COMMUNITY ROOM 1

I. ROLL CALL

Present: Kravits, Manning, Russotto, Stebbins  
Excused: Grady, Mencer  
Staff: Davis, Gilot, Murphy, Town Attorney Michael Carey

Chairman Stebbins called the meeting to order at 7:03 p.m.

II. ITEMS OF BUSINESS

1. Correspondence - None
2. Minutes – Meeting of January 9, 2013

MOTION: To approve the minutes of January 9, 2013 as presented.

Motion made by Russotto, seconded by Kravits. MOTION PASSED NANIMOUSLY.

3. Refresher Course on Commission Functions, Procedures, Activities and Related Legal Matters – Part 2

Michael Carey, Town Attorney, distributed a manual, “Materials on Powers and Duties of Zoning Board of Appeals” to the members. Attorney Carey reviewed many topics including the creation and membership of the Zoning Board of Appeals, variances, hardships, recording of variances, decisions, and the role of alternates. Mr. Carey and the members discussed some case law involving issues relevant to the Board.

Attorney Carey also spoke to the Board about his opinion regarding CGS 8.2 (b), and Section 8.5-8 B.1 of the Zoning Regulations.

4. New Business
  - a) New Applications

Staff said there are two pending applications. ZBA #13-01, 340 Noank Road, Canzellarini Residence – public hearing scheduled for 3/13, and ZBA #13-02, 368 Noank Road, McGee Residence – public hearing scheduled for 3/27.

5. Report of Staff

Staff asked if any of the members would be attending the annual CFPZA Conference on March 14, 2013. Murphy said he would not be attending because he will be on medical leave, but that Susan Cullen from the Planning Department would be attending. Stebbins and Kravits said they would be attending. Staff said he believed that Kravits would be receiving a Lifetime Achievement Award for 25 years’ service.

IV. ADJOURNMENT

Motion to adjourn at 8:58 p.m. was made by Russotto, seconded by Manning, so voted

unanimously.

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Tom Manning, Secretary  
Zoning Board of Appeals

Prepared by Debra Gilot, Office Assistant III