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**TOWN OF CHARLOTTE
ZONING BOARD OF ADJUSTMENT
SEPTEMBER 9, 2015**

DRAFT

MEMBERS PRESENT: Frank Tenney, Chair; Jonathan Fisher, Andrew Swayze, Stuart Bennett. **RECUSED:** Matt Zucker.

ADMINISTRATION: Britney Tenney, Zoning Clerk.

OTHERS PRESENT: Stephen Rose.

Minutes subject to correction by the Charlotte Zoning Board of Adjustment. Changes, if any, will be recorded in the minutes at the next meeting of the Board.

7:00 P.M.: Site Visit ZBA-15-04, site visit at 690 North Shore Road.

AGENDA:

- **7:45 PM: ZBA-15-04: Conditional Use Review to add additional stairs to provide easier access to an existing camp. The property is located at 690 North Shore Road and is owned by Cynthia Curtis Trust.**

CALL TO ORDER

Mr. Tenney, Chair, called the meeting to order at 7:35 p.m., and noted that Mr. Zucker had recused himself due to a possible conflict of interest.

ZBA-15-04: CONDITIONAL USE REVIEW TO ADD ADDITINOAL STAIRS TO PROVIDE EASIER ACCESS TO AN EXISTING CAMP. THE PROPERTY IS LOCATED AT 690 NORTH SHORE ROAD AND IS OWNED BY CYNTHIA CURTIS TRUST.

Stephen Rose, agent, appeared on behalf of the application.

STAFF NOTES

Mr. Tenney reviewed staff notes.

Stephen Rose was sworn in.

APPLICANT COMMENTS

Mr. Rose reviewed a proposal to eliminate two sections of an existing pathway consisting of stone steps near the camp and existing wood stairs. The sections would be replaced with a stairway built with treated lumber materials that would match the existing stairs.

ZBA QUESTIONS/COMMENTS

Mr. Fisher asked if there was a handrail plan. Mr. Rose replied that the handrails would be 4"x4" posts on cement blocks and a 5/4thsx3" stiffening rail to match the existing railing. Railing at the stone steps could be galvanized posts and pipe railing. Details were still being worked out with the Curtis'.

48 Mr. Bennett asked if a railing plan should be included on the application. Ms. Tenney
49 explained that a railing plan could be added to the building permit application when it
50 was submitted. Mr. Rose said that the applicant would do that.

51
52 There was further discussion regarding the proposed railing height, which would comply
53 with state codes, and color. Mr. Rose said that the stairs would be stained the same brown
54 color as exists. The proposal included repairs and maintenance on the existing stairs and
55 landing. The posts would rest on flat cement blocks seated into the ground. As little
56 digging would be done as possible, said Mr. Rose.

57
58 Mr. Tenney asked if any trees would be cut. Mr. Rose replied no.

59
60 Mr. Swayze asked if the lease holder had approved the project. Ms. Tenney noted that the
61 lot was a non-conforming lot and that the setbacks would change closer to the road. No
62 state erosion control permit was required and the lot coverage was not increasing. There
63 would be three landings: one at the top of the driveway, one at the bottom of the first
64 section, and one at the existing stairway to bring it closer to the stone steps. There was a
65 small landing at the top of the stone steps, said Ms. Tenney.

66
67 Mr. Fisher asked if there was a secondary access to the camp. Mr. Rose replied no. there
68 was only one way to the house.

69
70 There were no further questions.

71
72 **MOTION by Mr. Swayze, seconded by Mr. Fisher, to close the hearing regarding**
73 **ZBA-15-04, Conditional Use Review to add additional stairs to provide easier access**
74 **to an existing camp, owned by the Cynthia Curtis Trust, and located at 690 North**
75 **Shore Road.**

76 **VOTE: 4 ayes, 1 recused (Mr. Zucker); motion carried.**

77
78 Mr. Tenney explained the Deliberative Session process and 45 day appeal period.

79
80 Mr. Bennett asked if submittal of a 'galvanized railing' design should be a condition of
81 the approval. Ms. Tenney replied no. It would be a part of the building permit
82 application.

83
84 **DELIBERATIONS**

85 The ZBA members entered Deliberative Session at 7:55 p.m.

86
87 **ADJOURNMENT**

88 The ZBA meeting was adjourned at p.m.

89
90 Minutes respectfully submitted, Kathlyn Furr, Recording Secretary.

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