

I. Call to Order

Members Present: Matt Bacewicz, Vice-Chair; Harland Miller, Secretary; Aaron Guyette; David Weissberger; Kaitlin Hayes

City Staff Present: Eric Vorwald

Guests Present: Bob DiPalma, Esq.; Greg Dixon; Matthew Bernstein

Call to Order by: Matt Bacewicz

Meeting Start Time: 6:34 PM

Minutes Recorded by: Eric Vorwald

II. Changes to the Agenda

None

III. Public Comment

None

IV. Approve Previous Meeting Minutes

Decision: 4 – 0 – 1

Motion by: Mr. Miller

Second: Mr. Weissberger

Motion to approve the July 21st minutes as presented was made by Mr. Miller and seconded by Mr. Weissberger.

V. Public Hearing on Appeal of Decision of the Zoning Administrator – Notice of Violation issued to 41 Orchard Terrace

At 6:39 PM Mr. Bacewicz opened a public hearing on the appeal to the Notice of Violation issued to the owners of 41 Orchard Terrace. At the outset of the hearing, he swore in those persons interested in providing testimony on this matter. Following the swearing in, Mr. Vorwald indicated that, for this matter, the DRB would be staffed by Mr. DiPalma, including the deliberations as this was an appeal of a decision of the Zoning Administrator. With that, Mr. Bacewicz invited those interested in providing testimony to proceed.

Mr. Bernstein, as the appellant, provided the DRB with a handout of additional information that was not included with the agenda. This was entered into the record as Exhibit Q. Mr. Bernstein provided an overview of the situation, including information on his personal background and his family's background. He indicated that, while in the process of having other work done at their

property, a request was made of the contractor to include additional space for storage. He provided information on his interpretation of the City's regulations and how it applied to the project as well as other information. Mr. Bernstein reviewed the information in his handout including specific citations from the Unified Land Use and Development Regulations, procedural questions, and other considerations.

Following Mr. Bernstein's presentation, the Board asked several questions related to the matter at hand. Following the discussion with the appellant, Mr. Bacewicz asked Mr. Vorwald if he had any information to offer. Mr. Vorwald indicated that his memo to the DRB served as his testimony on the matter. With that, Mr. DiPalma indicated that the exhibits listed on the exhibit list would be included with the record and provided a copy to Mr. Bernstein. The DRB thanked Mr. Bernstein for his testimony. The hearing on this matter was closed at 7:17 PM.

VI. Public Hearing on Site Plan – 11 Tigan Street

At 7:19 PM Mr. Bacewicz opened a public hearing on the site plan review for 11 Tigan Street. At the outset of the hearing, he swore in those persons interested in providing testimony on this matter. Following the swearing in, Mr. Vorwald provided an overview of the process and the purpose of the site plan review. He indicated that the applicant had several requests for relief, which would be reviewed during the presentation.

Mr. Dixon, representing the applicant provided an overview of the proposed addition to the existing industrial building located at 11 Tigan Street. He indicated that with the addition and various mezzanines in the building it would bring the total square footage to approximately 50,000 square feet. Mr. Dixon also provided information on the operations that occur at 11 Tigan Street, including the make-up of shifts for the operations. This discussion was specifically related to a request for a portion of the parking to not be built at this time.

Mr. Vorwald noted that all the required parking was shown on the site plan, but the applicant was requesting to only build a portion for this expansion, with the understanding that the remaining parking would be constructed if conditions changed that warranted the additional parking. Mr. Dixon also requested relief from the buffering requirement against the Residential B property to the South. He indicated that this property was currently developed at the St. Francis Xavier Cemetery. He further indicated that, while the building would be outside of the 50-foot buffer, the proposed parking area would encroach into that area.

Following additional discussion and questions from the members of the Board, Mr. Bacewicz asked if there were any comments from the public. Mr. Vorwald noted that no additional members of the public were present. With that, Mr. Bacewicz thanked Mr. Dixon for attending and closed the hearing at 7:51 PM.

VII. Election of Officers

Decision: 5– 0

Motion by: Mr. Guyette

Second: Ms. Hayes

Mr. Vorwald provided an overview of the roles for officers including the members that previously held each role. He indicated that the rules of procedure require the election of officers at the first meeting of each fiscal year, beginning July 1st. Since there was limited attendance at the July meeting, the election of officers was held to the August meeting. Mr. Bacewicz indicated that he would be interested in serving as the Chair, and Mr. Miller stated that he would be willing

to continue as the Secretary. Mr. Vorwald noted that the Board could elect a chair and secretary, and hold the election of a vice-chair until the next meeting. With that, Mr. Guyette made a motion that was seconded by Ms. Hayes to elect Mr. Bacewicz as the Chair and Mr. Miller as the Secretary. All were in favor.

VIII. City Updates

Mr. Vorwald stated that he did not have any specific updates, but indicated he would entertain any questions from the Board. Mr. Bacewicz asked about updates with the sale of the St. Stephen's Property. Mr. Vorwald noted that there was no official word yet, but that it was his understanding that the diocese had made a selection on a buyer. Mr. Vorwald also provided an update on the status of the appeal for 401 Main Street that was before the Environmental Court.

IX. Other Business

Mr. Vorwald reminded the members that the next meeting would be on September 15th and that there were potentially two applications that would be reviewed by the Board.

X. Adjourn

Motion by: Mr. Miller

Second: Mr. Weissberger

Meeting End Time: 8:03 PM