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**Scituate Zoning Board of Appeals
Meeting Minutes
January 19, 2017**

PRESENT: John Hallin, Chairman, Sara Trezise, Ed Tibbetts and Frank Lynch.

The Scituate Zoning Board of Appeals held a public hearing on January 19, 2017 at the Scituate Town Hall located at 600 Chief Justice Cushing Highway, Scituate. The meeting was called to order at 7:05 P.M.

First Application: (Continued from November 17, 2016) Mr. John Collins, Jr. and Susan Collins of 391 Old Country Road, N. Palm Beach, FL 33414 request an appeal of the Assistant Building Commissioner's September 14, 2016 refusal to declare 74R Brook Street, Scituate, MA (Assessor's Map 50, Block 13, Parcel 11R) a buildable lot.

The Applicant requested to continue the hearing until the March 16, 2017 meeting per a letter dated January 17, 2017 (see file).

Mr. Tibbetts moved to allow the Applicant to continue the hearing to the March 16, 2017 meeting, seconded by Mr. Lynch. All in favor, unanimous.

NEW BUSINESS:

- a. Amend ZBA Rules and Regulations to reflect current bylaw reference.

Mr. Lynch moved to amend the ZBA Rules and Regulations as set forth in the revised draft presented to the Board. Motion seconded by Mr. Tibbetts. All in favor, unanimous.

- b. Discuss the required submission of documents with ZBA application.

The Board discussed ZBA instructions currently in place which do not require a zoning chart be included on the plot plan. The addition of such requirement in the instructions would eliminate Applicant's submission of a revised plot plan reflecting said chart, thus saving additional costs incurred by Applicants. Further discussion of a zoning chart and information to be specified within it followed. The Board agreed required, existing and proposed setbacks shall be included in addition to lot dimension, lot frontage and lot width. Further, the square footage of the existing structure, the proposed square footage and the percentage of increase shall be stated in the zoning diagram.

Mr. Tibbetts moved to adjourn. Motion seconded by Mr. Lynch. All in favor, unanimous.

Meeting adjourned at 7:25P.M..

Respectfully Submitted,

Anne M. Kelly
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