

TOWN OF LONG BEACH  
ADVISORY BOARD OF ZONING APPEALS

Zoom Video Conference Call

Meeting Minutes for January 11th, 2022

1. Call to Order

The Regular Meeting of the Town of Long Beach Advisory Board of Zoning Appeals was held via Zoom Conference Call on Tuesday, January 11, 2022. Chairman Mike Gorman called the meeting to order at 7:00 p.m.

2. Roll Call

Board members attending by Zoom: Chairman Mike Gorman, Vice Chairman Rich Jercich, Meg Kanyer, Barb Morgan, and Doug Wickstrom

Members attending in person: None

Members absent: None

A quorum is present and the meeting shall proceed

Attorneys in attendance: Chris Willoughby of Braje, Nelson & Janes, LLP

Also in attendance: Secretary Meg Collins

Building Commission representative: Bob Lemay

Also in attendance via Zoom Conference Call: Court Reporter Rebecca Lempa and Videographer Marilyn Jones, hired by a private individual

3. Pledge of Allegiance

4. Approval of Minutes: Meg Kanyer motions, seconded by Rich Jercich, to approve the regular meeting minutes from December 14, 2021. A roll call vote is taken. Mike Gorman, Rich Jercich, Meg Kanyer, Barb Morgan and Doug Wickstrom are in favor of the motion. Five in favor, none opposed, the motion carries. The regular meeting minutes from December 14, 2021 are approved.

5. Old Business - None

6. New Business

a. Annual election of Chairman and Vice Chairman pursuant to BZA Rules Article II Rule 1

Rich Jercich nominates Mike Gorman to serve as Chairman, seconded by Meg Kanyer.

A roll call vote is taken. Mike Gorman, Rich Jercich, Meg Kanyer, Barb Morgan and Doug Wickstrom are in favor of the motion. Five in favor, none opposed, the motion carries. Mike Gorman will continue to serve as Chairman of the BZA.

Meg Kanyer nominates Rich Jercich to serve as Vice Chairman, seconded by Doug Wickstrom.

A roll call vote is taken. Mike Gorman, Rich Jercich, Meg Kanyer, Barb Morgan and Doug Wickstrom are in favor of the motion. Five in favor, none opposed, the motion carries. Rich Jercich will continue to serve as Vice Chairman of the BZA.

**b. Amendment of the BZA Informational Packet/BZA Rules**

Rich Jercich motions, seconded by Meg Kanyer, to approve the amendments to the BZA informational packet and rules.

A roll call vote is taken. Mike Gorman, Rich Jercich, Meg Kanyer, Barb Morgan and Doug Wickstrom are in favor of the motion. Five in favor, none opposed, the motion carries. The amendments of the BZA informational packet and rules are approved.

Meg Collins will post the amended BZA informational packet to the town website and update the Clerk's Office of the amendments.

**7. Preliminary Hearings**

**a. Chris Cleary – 2007 Oriole Trail**

**The preliminary hearing will be postponed to the February 8, 2022 BZA meeting as the petitioner did not file the requested materials.**

-Developmental Standards Variance Petition requesting variance from the requirements of Section 154.047 - Minimum Residential Building Width and Building Area.

Petitioner is seeking to construct a new home on a non-conforming lot size.

-Preliminary hearing opened at the December 14, 2021 BZA meeting and was continued to the January 11, 2022 BZA meeting.

This item will be carried over to the February 8, 2022 BZA meeting. The two-week deadline to file with the Clerk's Office is by 10 a.m. on January 25, 2022.

**b. Kelly Doherty and Michael Woodrow – 2317 Hazeltine Drive**

Developmental Standards Variance Petition requesting variances from the requirements of:

1) Section 154.057 - Schedule of District Regulations; Setback, Height, Zoning Lot Size and Coverage,

2) Section 154.134 - Nonconforming Residential Dwelling Alteration Permitted, and

3) Section 154.130 - Nonconforming Buildings and Structures.

Petitioner is seeking to remove three decks and a shed/tree house and convert a back deck into 420 square foot three season back porch.

-Preliminary hearing is set to open at the January 11, 2022 BZA meeting.

Kelly Doherty and Michael Woodrow are present. Kelly explains the petitioners applied for a permit with the Building Commission and were denied orally because the lot is nonconforming. Kelly followed up a couple of times. The variance requests are to turn a back deck into a three-season room.

The petitioners and Board discuss lot coverage and dimensions. Lot coverage would be decreased with the removal of all decks, shed, and tree house. Exact dimensions are needed as well as clarification on plans, including what is currently on the property and how the plans will end up.

Bob Lemay adds that the lot is nonconforming due to the lot size, not due to lot coverage. Lot coverage will be decreased, volume will be increased with a three-season room.

Kelly Doherty confirms the three-season room will be slightly smaller than the current decking and will not have any hvac or heat.

Chris Willoughby explains the surveyor location report submitted is not as accurate as a state survey but overall is acceptable.

The variance requests are discussed. 154.057 is probably not necessary. The petitioner should talk to the Building Commission about 154.130.

Kelly Doherty responds that the petitioner will submit an amended petition including an amended BZA 1, clarify what variances are being requested, and provide additional documents regarding dimensions.

Mike Gorman motions, seconded by Rich Jercich, to continue the preliminary hearing to the February 8, 2022 BZA meeting.

The two-week deadline to file with the Clerk's Office is by 10 a.m. on January 25, 2022, or sooner.

A roll call vote is taken. Mike Gorman, Rich Jercich, Meg Kanyer, Barb Morgan and Doug Wickstrom are in favor of the motion. Five in favor, none opposed, the motion carries. The preliminary hearing has been continued.

8. Public Hearings - None

9. Adjournment: Motion to adjourn by Meg Kanyer, seconded by Barb Morgan. All in favor, the motion carried. The meeting unanimously adjourned at 7:37 p.m.

Agenda Attached.

Minutes Approved by:  
BZA Secretary Meg Collins

A handwritten signature in black ink, appearing to read 'Meg Collins', is positioned above a horizontal line.

---

**TOWN OF LONG BEACH  
ADVISORY BOARD OF ZONING APPEALS**

**Regular Meeting  
Tuesday, January 11, 2022  
7:00 p.m.**

**Zoom Video Conference Information On Town Website  
AGENDA**

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Approval of Minutes**
  - a. December 14, 2021; Regular Meeting
- 5. Old Business - None**
- 6. New Business**
  - a. Annual election of Chairman and Vice Chairman pursuant to BZA Rules Article II Rule 1
  - b. Amendment of the BZA Informational Packet/BZA Rules
- 7. Preliminary Hearings**
  - a. **Chris Cleary – 2007 Oriole Trail**

**The preliminary hearing will be postponed to the February 8, 2022 BZA meeting as the petitioner did not file the requested materials.**

-Developmental Standards Variance Petition requesting variance from the requirements of Section 154.047 - Minimum Residential Building Width and Building Area.  
Petitioner is seeking to construct a new home on a non-conforming lot size.  
-Preliminary hearing opened at the December 14, 2021 BZA meeting and was continued to the January 11, 2022 BZA meeting.
  - b. **Kelly Doherty and Michael Woodrow – 2317 Hazeltine Drive**

Developmental Standards Variance Petition requesting variances from the requirements of:

    - 1) Section 154.057 - Schedule of District Regulations; Setback, Height, Zoning Lot Size and Coverage,
    - 2) Section 154.134 - Nonconforming Residential Dwelling Alteration Permitted, and
    - 3) Section 154.130 - Nonconforming Buildings and Structures.

Petitioner is seeking to remove three decks and a shed/tree house and convert a back deck into 420 square foot three season back porch.  
-Preliminary hearing is set to open at the January 11, 2022 BZA meeting.
- 8. Public Hearings – None**
- 9. Adjournment**