

**CHAPLIN ZONING BOARD OF APPEALS**  
**Chaplin Library Meeting Room**  
**Chaplin, Connecticut**  
**Special Meeting Minutes**  
**November 13, 2024**

Chair Bill Rose called the meeting to order at 7:02 PM. Board members present were Izzy Alvarez, Rosalie Gifford, Alternate Therese Smith and Alternate Jeremiah Rufini. Absent were Board members Bill Jenkins, Brendan Kane and Alternate Paul Tetreault.

**1. SEATING OF ALTERNATES:**

*Motion to seat Alternate Therese Smith for Bill Jenkins and seat Alternate Jeremiah Rufini for Brendan Kane, made by Izzy Alvarez, seconded by Rosalie Gifford and carried unanimously.*

**2. APPROVAL OF MINUTES:** Tabled

**3. COMMUNICATIONS AND REPORTS:**

**A. Correspondence:** Received application from Towne Engineering for zoning variances on #82 Cross Rd. *Motion to change Item #4 from Old Business to New Business, made by Therese Smith, seconded by Jeremiah Rufini and carried unanimously.*

**B. Board member reports:** None

**4. OLD BUSINESS:**

**A. Review application for zoning variances on #82 Cross Rd for setback relief of detached garage, Applicant Towne Engineering, Owner Kevin Smithwick:**

Matthew Maynard from Towne Engineering with property owner Kevin Smithwick presented maps for proposed detached garage on 82 Cross Rd in the RAR District (4.72 acres). Asking for variance for reduction of rear setback (30ft to 5ft) and reduction of side setback (20ft to 15.1ft) due to slope that would require tremendous amount of earthwork and wetlands disturbance. Bill Rose asked if the setback was discussed with the neighbors (neighbor on the side yard is fine with the variance, will discuss with rear yard neighbor) and asked if the neighbors could attend the Public Hearing to comment on the variance or provide a letter if they can't attend. Rosalie Gifford and Therese Smith would like to do a site walk. Therese Smith asked what the neighbor has on the rear side (all woods) and asked what would happen if the proposed garage was turned north to northwest (would lose the turnout to the garage with difficult access for emergency vehicles).

**B. Possible motion and action on application to set public hearing, date to be determined:**

*Motion to accept application for zoning variance on #82 Cross Rd for setback relief of detached garage and set Public Hearing for December 11<sup>th</sup>, made by Izzy Alvarez, seconded by Therese Smith and carried unanimously.*

**5. AGENDA SUGGESTIONS FOR NEXT MEETING:** Items from the current agenda

**6. DATE, TIME AND PLACE OF NEXT MEETING:** December 11<sup>th</sup> – Public Hearing followed by special meeting.

**7. ADJOURN:**

*Motion to adjourn (7:30 PM) made by Bill Rose, seconded by Izzy Alvarez and carried unanimously.*

*Respectfully submitted by,*  
*Recording Clerk Kathleen Scott*