

**TOWN OF PARMA**  
**ZONING BOARD OF APPEALS**  
**November 16, 2022**

**Members Present:** Greg Colavecchia, Dan Melville, Veronica Robillard, Stephen Shelley, Ann Williams

**Members Excused:** Jack Barton, Alternate

**Others Present:** Mark Lenzi, Dave Ciufu, Spencer Wren

**Public Present:** Kristine Kelly, Jeff Kelly

The meeting was called to Order by Chairperson Robillard at 7:00 p.m. Chairperson Robillard explained the function and decision-making process of the Zoning Board of Appeals. This is a five-member board with five seated members presented. A quorum of three is required to pass a motion.

**MINUTES OF OCTOBER 19, 2022**

**1. Review Minutes from the October 19, 2022, Zoning Board Minutes**

The ZBOA minutes of October 19, 2022, were reviewed. **Motion** was made by Stephen Shelley to approve the October 19, 2022, minutes as amended.

**Seconded** by Dan Melville

**Motion carried to approved (5-0)**

**Ayes:** Greg Colavecchia, Dan Melville, Veronica Robillard, Stephen Shelley, Ann Williams

**TABLED FROM THE OCTOBER 19, 2022, MEETING**

**2. TYLER KELLY, OWNER, 42 HILL ROAD**

The applicant is requesting a Special Permit from the Zoning Board of Appeals in accordance with Town Zoning, Article V, subsection 165-32 (D) (12) for an approximately 525 Sq. Ft. accessory apartment. The special permit request is subject to requirements of Town Zoning Article IX, subsection 165-76. This property is zoned Waterfront Residential.

This application was tabled for notifications from the October 19, 2022, meeting.

**Board Discussion:** Mark Lenzi reported notifications were in order. This is a local matter and a Type II action; no further review required. There were no letters in the file. Mark Lenzi said the accessory apartment meets all of the criteria and is here for approval of the Special Permit.

Jeff Kelly, representing the applicant said his nephew (Tyler Kelly) purchased the property from his mom (applicant's grandma) and the accessory apartment is so Justine Kelly, the original owner and mom/grandma, can continue living in the house and maintain some privacy. The accessory apartment will be accessed through the foyer of the house. The Board informed the applicant that this special permit would need to be renewed every two years.

**Public Comment:** None

**Public Hearing:** Closed

**A motion** was made by Dan Melville to **approve** the application of Tyler Kelly, owner of 42 Hill Road for a Special Permit in accordance with Town Zoning Article V, subsection 165-32 (D) (12) for an approximately 525 Sq. Ft. accessory apartment subject to the requirements of Town Zoning Article IX, subsection 165-76 with the following conditions:

1. The occupant of the accessory apartment will be Justine Kelly.
2. This Special Permit is good for 2 years from the issuance of the C of O.

**Seconded** by Stephen Shelley

**Motion carried to approved (5-0)**

**Ayes:** Greg Colavecchia, Dan Melville, Veronica Robillard, Stephen Shelley, Ann Williams

### **ADJOURNMENT**

There being no further business, a **Motion** was made by Dan Melville to adjourn the meeting at 7:16 p.m.

**Seconded** by Stephen Shelley

**Motion carried to approved (5-0)**

**Ayes:** Greg Colavecchia, Dan Melville, Veronica Robillard, Stephen Shelley, Ann Williams

Respectfully submitted,

Carrie Fracassi  
Recording Secretary