

**Westhampton Zoning Board of Appeals**  
**September 8, 2020**  
**Virtual via Zoom**

Attending: Bill Tracy, John Kelsey, Peter Ignatovich, Dave Loven, Laurie Sanders  
Bill Tracy opened the meeting at 7:07 pm and welcomed Dave Loven as a new member.

Old Business

*Minutes of March 10, 2020:* John Kelsey motioned to approve the minutes as written. Peter Ignatovich approved. All in favor, with Bill Tracy and Dave Loven abstaining.

*Minutes of August 2019:* These minutes had not been previously approved and identified votes for chair, vice chair and secretary. John Kelsey made a motion to approve as written. Peter Ignatovich approved. All in favor, with Dave Loven abstaining.

*By-laws update:* John updated the committee about the status of updating the by-laws. They are now working on definitions and have completed Table 1. He said that once approved, the Planning Board will take over Special Permits and ZBA will focus on appeals and variances.

New Business

*Building Sheet Sign-off:* Bill Tracy reported that he had signed off on a building construction on Southampton Road. It met all the set-back requirements and zoning by-law criteria. This was during the worst of COVID-19.

*Building Commissioner Update:* Tom Quinlan has taken a full time position in another town, but is helping on a part-time basis. Wally Marek and Todd Alexander are being trained to serve in the capacity and share the responsibilities and inspection work.

*Pre-existing, non-conforming lots and request to change internal lot lines:* Laurie posed a hypothetical to the committee regarding this question and which board in town would be responsible for reviewing. ZBA members suggested a conversation with the Town Building Inspector as the ZBA Variance procedure did not appear to be the proper pathway.

*Adjourn:* John Kelsey made a motion to adjourn at 7:38. Peter seconded. All in favor.

Respectfully submitted,

Laurie Sanders