

**CITY OF NORWICH ZONING BOARD OF APPEALS**  
**September 14, 2021**  
**Regular Meeting Minutes**

The regular meeting of the City of Norwich Zoning Board of Appeals was called to order at 7:07 p.m. Roll call was taken.

PRESENT: Marc Benjamin, Chairman  
Peter Cuprak  
David Martin  
Dorothy Travers  
Gregory Schlough

ABSENT: Robert Phoenix

OTHERS: Norm Thibeault, Professional Engineer; Richard Shuck, Zoning Enforcement Officer, and Katherine Rose, Recording Secretary

Marc Benjamin called the meeting to order at 7:03 p.m. Marc Benjamin stated all seated members would be voting.

**A. COMMUNICATIONS:** None.

**B. ACCEPTANCE OF MINUTES:** Dorothy Travers made a motion to accept the August 10, 2021 minutes with revision of Marc Benjamin as chair, per Marc Benjamin's request. Gregory Schlough seconded. Marc Benjamin, Peter Cuprak, David Martin, Dorothy Travers and Gregory Schlough voted in favor. The motion passed.

**C. OLD BUSINESS:** None.

**D. NEW BUSINESS:**

Richard Shuck read the public hearing notice into the record.

1. **V# 21-10 Application of JTM Company, LLC for 177 Otrobando Ave.**  
Request for a variance of Sec. 2.1, Commercial Bulk Requirements to reduce the front yard setback from 30ft. to 17 ft. for the Construction of a 30 ft. X 28 ft. addition on the westerly end of the building and reduce the setback for the construction of the stairs from 30 ft. to 12.5 ft. for the associated stairs on the southerly side of the proposed addition. Owner: JTMG Company, LLC. C/O Jeffery Sattersfield, Map# 66, Block,# 1, Lot# 8,9,10

Richard Shuck provided a brief overview of the application. Norm Thibeault, licensed professional engineer at Killingly Engineering Associates, stated he was representing JTM company of which JT Satterfield was the owner and also the team leader at Norwich Veterinary

Hospital. Norma Thibeault explained in 2019 the owner received a variance to reduce the setback of the eastern side of the building to 14 feet and front yard setback to 16.9 feet. Richard Shuck explained that originally the applicant was planning to build a 12 by 26 foot addition on a concrete pad on the western side of the building but after looking into it determined that the concrete pad and stone wall in the area had been compromised and was not suitable to build on top of. Norm Thibeault stated the previous addition had been very successful and allowed the applicant to hire more personnel which requires more office space. Norm Thibeault continued that the 30 by 28 foot proposed addition would provide the additional office space needed to make the business more user friendly as the current office staff was reduced to working in the entranceway. Norm Thibeault stated the applicant received the first variance to meet code for the eastern stairway as the requirement is once an egress point is greater than 75 feet away you have to provide a second, closer egress point which leaves the only logical location for stairs to be the proposed location within the front yard setback. Norm Thibeault stated the proposed area grade is a lot closer to the road elevation and a better location than putting the stairs in the rear of the building. Norm Thibeault added that the stairs would not be used to access the building. Norm Thibeault explained that the addition is 17 feet where the required stairs reduce the 16.9 foot current setback to 12.5 feet. Norm Thibeault stated the hardship presented is that the building is an existing non-conformity and well over the setback line so to continue the front face of the building, in an effort to keep it visually appealing, is also non-conforming.

Dorothy Travers made a motion to close the public hearing at 7:19 PM. Gregory Schlough seconded. David Martin, Dorothy Travers, Peter Cuprak, Marc Benjamin and Gregory Schlough voted in favor. The motion passed unanimously.

#### **E. DISCUSSION AND POSSIBLE DECISIONS:**

- 1. V# 21-10 Application of JTM Company, LLC for 177 Otrobando Ave.**  
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Peter Cuprak made a motion to approve the application due to the hardship caused by the building having a non-conforming pre-existing use. Dorothy Travers seconded. Peter Cuprak stated the space was needed

and the business was an asset to the community. David Martin added that the existing non-conforming location of the building was a hardship compounded by the stairs required by code. Gregory Schlough seconded. Peter Cuprak, David Martin, Dorothy Travers, Marc Benjamin and Gregory Schlough voted in favor. The motion passed unanimously.

**F. STAFF UPDATES:** None.

**G. ADJOURNMENT:** A motion was made by Dorothy Travers to adjourn at 7:25 PM. Peter Cuprak seconded. Marc Benjamin, David Martin, Robert Phoenix, Gregory Schlough, Peter Cuprak and Dorothy Travers voted in favor. The motion passed unanimously.

Respectfully submitted,  
Katherine Rose  
Recording Secretary

DRAFT