

CIVIC ASSOCIATION OF SHORT BEACH  
ZONING BOARD OF APPEALS  
P.O. BOX 2012  
SHORT BEACH, CONNECTICUT 06405

**MINUTES FROM THE NOVEMBER 7, 2022 ANNUAL MEETING**

Meeting held remotely via Google Meeting. Called to order by Chairman, Walter Kawecki. The Secretary called the roll. Present at this meeting were Chairman, Walter Kawecki, Secretary, Andi Hallier, and Regular Members, Carleen Davis and Thomas Perretta. Also present were Alternate Members, David Steinman and Martin J. Hallier, Sr.

**1. Receive New Applications for Appeal**

No new applications were received at this meeting.

**2. Approval of Minutes**

The Secretary presented for formal approval the minutes of the Board's October 3, 2022 Regular Meeting. The Chairman entertained a motion to approve the minutes as submitted by the Secretary. Mr. Hallier moved to approve the minutes, and Ms. Davis provided a second. The minutes were approved unanimously thereafter.

**3. Old Business**

The Chairman advised that the Application for Appeal of Zoning Enforcement Officer Action submitted by Stuart and Rebecca Rosenberg regarding the property located at 14 Rockland Park is not complete. Specifically, the Applicants did not provide 12 copies of the following documents, which are required by the Zoning Board of Appeals' Manner of Filing:: the Application with the Applicants' original signatures; the current Deed to the property; the property and boundary survey; and building plans. The Chairman proposed that the Board deny the Application without prejudice on the grounds that it is incomplete, and therefore it does not comport with the Board's Manner of Filing.

Mr. Hallier noted that the Zoning Board of Appeals' Manner of Filing provides that an appeal must be taken within 60 days of the Zoning Enforcement Officer's Action, and inquired as to how the Board intends to address this issue, inasmuch as the 60-day period within which to take an appeal has already expired. The Chairman advised that the Applicants have an Application for a Building Permit pending before the Civic Association, and that if the Civic Association approves the Building Permit, then the Zoning Enforcement Officer's action would be moot, and an appeal of that action would not be necessary. Similarly, if the Civic Association were to deny the Building Permit, then the Applicants would have grounds to appeal the Civic Association's action, rather than the Zoning Enforcement Officer's action. In either case, the Zoning Enforcement Officer's action would be moot. Secretary Hallier noted that the 60-day appeal period appears to be mandatory, and implicates the Board's subject matter jurisdiction. She added that she did not want the Board's denial of the Application without prejudice to be construed as a waiver of the 60-day appeal period. Mr. Steinman also inquired about the Applicants' representation that this is a "joint application," together with those who have an ownership interest in the property located at 30 Rockland Park, and that he would like clarification from the Applicants on this point if/when the Application comes before the Board.

Hearing no further discussion on the topic, the Chairman entertained a Motion to deny the Application without prejudice on the grounds that it is not complete. Secretary Hallier moved to deny the Application without prejudice, and Mr. Hallier provided a second. Thereafter, the Application was unanimously denied on the basis that it is not complete. The Chairman advised that he would make himself available via email to assist the Applicants in submitting a complete Application, should it be necessary.

**4. Bills & Correspondence**

The Chairman advised that there have been issues recently with delivery of bills, correspondence addressed to the Board, and applications to the Board through the Secretary of the Civic Association. He further advised that he has consulted with the Secretary of the Civic Association and arranged for all bills, correspondence and applications for appeals to be delivered the home of the Board's Secretary, who will then distribute the materials as appropriate.

**5. New Business**

The Chairman advised that inasmuch as this is the Board's Annual Meeting, the Board is required to elect Officers for the coming year. The Chairman entertained nominations for the position of Secretary, and Ms. Davis nominated Ms. Hallier. Mr. Steinman provided a second. No other nominations were submitted. The Chairman entertained a motion to elect Ms. Hallier as Secretary, and the Board Members voted unanimously to reelect Ms. Hallier.

Thereafter, the Chairman entertained nominations for the position of Chairman, and Secretary Hallier nominated Mr. Kawecki. Mr. Hallier provided a second. No other nominations were submitted. The Chairman entertained a motion to elect him to the position of Chairman, and the Board Members voted unanimously to reelect Mr. Kawecki.

The Chairman then entertained a motion to approve the Meeting Schedule for the coming year as submitted by Secretary Hallier. Secretary Hallier noted that in 2023, New Year's Day will be observed on Monday, January 2, 2023. Therefore, the Meeting Schedule she submitted for the Board's approval does not call for a Board Meeting in January, 2023. The Chairman noted that if necessary, the Board could hold a Special Meeting in January, 2023 to address any appeals pending at that time. He then entertained a motion to approve the Meeting Schedule as submitted by Secretary Hallier. Mr. Hallier moved to approve the Meeting Schedule, and Ms. Davis provided a second. The Meeting Schedule was then approved by the Board unanimously.

**6. Adjournment**

Hearing no further business, the Chairman entertained a Motion to Adjourn the Meeting. Secretary Hallier moved to adjourn, and Mr. Hallier provided a second, after which the motion carried unanimously and the Meeting was adjourned.

Respectfully submitted,

Andi Hallier, Secretary  
Short Beach Zoning Board of Appeals