

**HOLYOKE BOARD OF APPEALS (BOA) PUBLIC MEETING MINUTES  
THURSDAY, NOVEMBER 18, 2021 at 5:00 P.M.**  
via Zoom.com; ID: 844 9455 4147; Call In \*67 646 558 8656

**Board of Appeals**

Josh Knox ..... Chairman  
Mary Louise Monahan... Member  
Morriss Partee..... Associate Member

**Staff**

Jeffrey Burkott ..... Principal Planner  
Jack Carolan ..... Planner II  
Sharon Konstantinidis ..... Head Administrative Clerk

**Others Present:** Michael Bissonnette (Assistant City Solicitor); David Urbanski (Petitioner); Attorney Jack Ferriter; Peggy McBrite (Ferriter & Ferriter)

**CALL TO ORDER**

At 5:49 p.m. *Josh Knox* called for a motion to open the Public Meeting. A motion was made by *Mary Monahan* and seconded by *Morriss Partee*. The motion carried 3-0.

**1. Public Hearing(s)**

**a. Petition #968 - David Urbanski, 53 Roland Street (071-00-034) relief from the Zoning Ordinance Section 8.2.4.2 requiring a minimum parcel size within the Water Resource Protection Overlay District.**

Josh Knox noted that although he had enough information to support closing the Public Hearing, there was a lot of information to absorb and therefore suggested tabling the decision until a later date. Both *Mary Louise Monahan* and *Morriss Partee* concurred.

The Board and proponents both agreed to December 2, 2021 at 5:00 p.m.

**2. Elections:** An appointment letter from Mayor Garcia was submitted to the City Council for approval. Elections for other Board positions was not necessary at this time.

**3. Other Business:**

The Board requested a job description for potential Board of Appeals members. Additionally, it was suggested that the Board consider increasing to a 5-member Board. *Jeffrey Burkott* responded he would reach out to the Law Department for information on the process which may be a change to the City Charter.

**4. Minutes:** A motion was made by *Mary Louise Monahan* and seconded by *Morriss Partee* to approve the Public Hearing minutes from October 28, 2021. The motion carried

**Adjournment**

At 5:55 p.m., there being no further business to come before the Board, a motion was made by *Mary Louise Monahan* and seconded by *Morriss Partee* to adjourn the meeting. The motion carried 3-0.

Respectfully submitted,

Josh Knox, Chair



Date signed: \_\_\_\_\_

12/2/2021