To: City Clerk  
From: Christina Stacey, Zoning Specialist  
Date: February 20, 2018  
RE: Action taken by the Zoning Board of Appeals on February 15, 2018

Attendance: Eric Larsson (chair), Donna Katsiaficas (secretary), Kent Avery, and Benjamin McCall present; Robert Bartels and Joseph Zamboni absent.

1. New Business:

   A. Interpretation Appeal: 11 Stevens Avenue, Margaret E. Gaertner, owner, Tax Map 188, Block A, Lot 004; R-3 Residential Zone and R-P Residence Professional Zone: The applicant is challenging a Notice of Violation dated January 17, 2018 that cited the property owner for the lack of escape windows in the owner’s bedroom under the Life Safety Code, NFPA 101 (2009) 24.2.2.3.3. Representing the appeal is the owner. The Board of Appeals voted 4-0 that the appellant satisfactorily demonstrated that she is not required to comply with the order of the Housing Safety Officer to replace the window in the owner's bedroom.

2. Adjournment (meeting started at 6:33 PM; adjourned at 7:50 PM)

Enclosures:  
1. DVD of 2/15/18 Meeting

cc: Jon Jennings, City Manager;  
    Jeff Levine, Director Planning & Urban Development  
    Tuck O'Brien, City Planning Director  
    Mary Davis, Housing and Neighborhood Services Division  
    Victoria Volent, Housing and Neighborhood Services Division