

**City of Newburyport  
Zoning Board of Appeals  
Online Meeting  
March 24, 2020  
Minutes**

**1. Roll Call**

Chair Robert Ciampitti called an online meeting of the Newburyport Zoning Board of Appeals to order at 7:12 p.m. In attendance were members Robert Ciampitti, Stephen DeLisle, Mark Moore and Ed Cameron and associate member Ken Swanton. Rachel Webb listened to the meeting but was not able to participate. Also in attendance were Planning Director Andy Port, Planner Katelyn Sullivan, and note taker Gretchen Joy.

**2. Business Meeting**

Andy Port moderated the meeting and outlined the rules of etiquette. He said there would be no substantive discussion of the projects or applications listed on the agenda and no public comment period. The meeting was held online for administrative purposes. In light of the Covid-19 outbreak and response, various emergency declarations and the need to limit social distancing for at least several weeks, the agenda items should be continued to a future meeting in order to maintain the continuity of the Board's proceedings on various permit applications and public hearings. The continuance would allow City officials the time necessary to adopt protocols for holding public hearings online. Public comment would be permitted during the continuation of the public hearings at future meetings. Any questions regarding particular projects or applications should be directed to the City's Office of Planning & Development via email or phone, preferably by email. Most information is readily available on the City's website.

Mr. DeLisle moved to continue all matters listed on the agenda for the March 24, 2020, meeting without deliberation or public comment, including: 12 54<sup>th</sup> Street; 29 Warren Street; 40 Low Street; 249-251 Water Street; 78 Middle Street; the approval of the minutes of the March 10, 2020, meeting and a discussion of short-term rental units to the Board's regularly scheduled meeting on April 28, 2020 at 7:00 p.m. that shall be located in the City Hall Auditorium or online via remote participation with confirmation and access information to be posted on the City calendar accordingly, pending further guidance on Covid-19 protocols, and all interested parties should look to the public meeting calendar on the City website as the date approaches. Mr. Cameron seconded the motion. The motion was approved by a 5-0 vote (Mr. Ciampitti, yes; Mr. DeLisle, yes; Mr. Moore, yes; Mr. Cameron, yes; Mr. Swanton, yes; Ms. Webb, absent).

Mr. Moore moved to adjourn the meeting at 7:23 p.m. Mr. Cameron seconded the motion. The motion was approved by a 5-0 vote (Mr. Ciampitti, yes; Mr. DeLisle, yes; Mr. Moore, yes; Mr. Cameron, yes; Mr. Swanton, yes; Ms. Webb, absent).

Respectfully submitted,  
Gretchen Joy  
Note Taker