

# Town of Cromwell Zoning Board of Appeals

RECEIVED FOR RECORD AUS 29,2019 12:57P JOAN AHLQUIST TOWN CLERK CROMWELL, CT

## REGULAR PUBLIC HEARING AND MEETING 6:30 P.M. TUESDAY SEPTEMBER 10, 2019 ROOM 224/225 CROMWELL TOWN HALL, 41 WEST STREET

## **AGENDA**

- 1. Call to Order
- 2. Roll Call
- 3. Seating of Alternates
- 4. Approval of Agenda
- 5. Public Comments
- 6. Public Hearings:
  - a. Application #19-10: Request for Variance from Section 2.2.B Bulk Requirements of the Zoning Regulations (Minimum Side Yard Setback) to allow for the construction of the garage 55 Field Road. Laura Beth Corey is the Applicant and the Owner.
  - b. Application #19-11: Request for a Special Permit under Section 7.1.A.2 of the Zoning Regulations (Change from one nonconforming use to another) to allow for an ice cream parlor at 562 Main Street. Timothy Farrell is the Applicant and Brent H. Robbins is the Owner.

## 7. Approval of Minutes:

- a. August 13, 2019
- 8. Adjourn

# LEGAL NOTICE PUBLIC HEARING TOWN OF CROMWELL ZONING BOARD OF APPEALS

The Cromwell Zoning Board of Appeals will hold a Public Hearing and Meeting at 6:30 pm on Tuesday September 10, 2019 in Room 224 of the Cromwell Town Hall at 41 West Street on the following items:

- 1. Application #19-10: Request for Variance from Section 2.2.B Bulk Requirements of the Zoning Regulations (Minimum Side Yard Setback) to allow for the construction of the garage 55 Field Road. Laura Beth Corey is the Applicant and the Owner.
- 2. Application #19-11: Request for a Special Permit under Section 7.1.A.2 of the Zoning Regulations (Change from one nonconforming use to another) to allow for an ice cream parlor at 562 Main Street. Timothy Farrell is the Applicant and Brent H. Robbins is the Owner.

At this hearing interested parties may appear and be heard and written testimony received. The applications are on file in the office of the Town Planner at 41 West Street, Cromwell, Connecticut.

Joseph Morin Chairman

Dated in Cromwell, Connecticut this 26<sup>th</sup> day of August 2019

## Memo

To: Zoning Board of Appeals

From: Stuart B. Popper, AICP

Director of Planning and Development

**Date:** August 29, 2019

Re: Comments on the September 10, 2019 Meeting Agenda

## 6. Public Hearing:

a. Application #19-10: Request for Variance from Section 2.2.B Bulk Requirements of the Zoning Regulations (Minimum Side Yard Setback) to allow for the construction of the garage 55 Field Road. Laura Beth Corey is the Applicant and the Owner.

The existing 20,037square foot lot contains a 1,008 square foot single family house and is located in the R-25 Zone District on the east side of Field Road. The applicant has constructed a garage which is only 2.7 feet from the property line at its closest point and is requesting a variance. The required Side Yard Setback is (5) five feet. According to the applicant a hardship exists because the structure was erected and completed according to the permit #25963 issued on April 5, 2019 and now that construction is complete, moving the garage is unrealistic and unfair. Attached is a map of the property showing the location of the garage.

b. Application #19-11: Request for a Special Permit under Section 7.1.A.2 of the Zoning Regulations (Change from one nonconforming use to another) to allow for an ice cream parlor at 562 Main Street. Timothy Farrell is the Applicant and Brent H. Robbins is the Owner.

The existing 46,173 square foot lot contains the existing 1,154 square foot Vanity Room hair salon building. Also located on the site is an existing 1,704 square foot single family house and a 972 square foot garage. The site is located in the R-15 Zone District on the south side of Shadow Lane and the east side of Main Street. The applicant is proposing to convert the existing hair salon building into an ice cream parlor. The single family house will remain as a single family house. Attached is a map of the site showing the proposed ice cream parlor and parking.

rev. 6/20/2011

## TOWN OF CROMWELL ZONING BOARD OF APPEALS

# APPLICATION FOR VARIANCE, ZONING APPEAL, DMV LOCATION APPROVAL, OR CHANGE OF NON-CONFORMING USE SPECIAL PERMIT

Address: 55 FIELD RD	PIN#: 00443800
Zoning District: R-25	Volume/Page: 1644 - 238
Applicant: LAURABETH COREY	Property Owner: SAME
Home or Business Address: 55 FIELD RD CROMWELL CT 06416	Home or Business Address: 55 FIELD RD CROMWELL CT 06416
Phone #: 860-982-1607  LaurabethCorey@Gmail.com  Email:	Phone: 860-982-1607
I hereby certify that the information presented is to the best of my knowledge true and accurate, and that should such information be proved to be inaccurate or misleading, any permit issued on the basis of this information may be revoked.  Signature:	I hereby consent to the Applicant acting as my agent for the purpose of this application.  Signature:
Type of Application (check one):  X Variance from Section 2.7 A o  Appeal from ZEO Decision dated  Change of Non-Conforming Use Special Permit.  Application for Motor Vehicle Location Approva	
Description of Request:  A variance is requested to allow less than five #25963 issued April 5, 2019.	feet of offset for garage erected under permit

#### Justification for Request:

If Applying for a variance, state the hardship and explain why the variance is required.

If Appealing a decision of the ZEO, explain why you feel the ZEO is wrong.

If Applying for a change in non-conforming use Special Permit, explain how the new use will be less non-conforming than the current use.

If Requesting DMV Location Approval, state the date of the original Public Hearing (if any).

A hardship exists because the structure was erected and completed according to the permit #25963 issued on April 5, 2019 and now that construction is complete, moving the garage is unrealistic and unfeasible. The plan submitted with the permit application was done in good faith with the assistance of the building, sanitation and zoning departments and the necessary signoffs were acquired prior to commencing work. The plan utilized boundaries presented from the GIS system as no plot plan or survey was on file with the town due to the age of the subdivision. No survey was required by the town and the permit was granted based on information available at the time. The GIS boundaries represented that the property had 40' side yard off of the rear of the foundation resulting in what was to be a 9-10' offset from the property line. The garage was erected within the required offset as known at the time of construction. Subsequently the abutting neighbor to the north (53 Field Rd) had his lot surveyed, and also had my property surveyed without my knowledge or permission. The survey he presented suggests that my property actually has only 35' of side yard resulting in my garage being 1.3 feet (27.6 inches) too close to the property line in a the rear and 1.1 feet (13.2 inches) too close in front to be within regular zoning compliance. Unfortunately the GIS was apparently misstated and if the survey is accurate, only 35' of side yard exists from corner of foundation with a slight taper to the back yard with a shorter property line in the back vs the front of the property. The garage does not impede upon the neighbor's property and causes no harm or inconvenience to any neighboring properties. Additionally, there are no windows on the abutting neighbor's side and the garage provides the neighbor with increased privacy and it is aesthetically pleasing and in no way harms the neighborhood.

- 1. I will send written notice of this application to the owners of property within 100 of the site not less than 14 days before the public hearing. I will submit the "certificate of mailing" not less than 10 days before the hearing.
- 2. I will post a sign on the property <u>not less than 14 days</u> before the public hearing per Section 8.10.H. of the Cromwell Zoning Regulations. I will submit an affidavit of posting at the hearing.
- 3. If my request is dimensional in nature, I have submitted a site plan <u>prepared by a surveyor</u> in accordance with Sec. 10.4.B.2 of the Cromwell Zoning Regulations.

1	0	
		8/6/19
applicant	)	date

Karen
Printed By:
-

TOWN OF CROMWELL

08/12/2019 10:58:17AM

Parcel ID: 0044300   Location: SS FELD ROWN   Land Value   Land Valu		IOWN OF CROWWELL						;			f act Box	ofration Oc	40ber 1 2017		N N
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Previous   144,800   0   190,000   28,200   24,50	Cur	rent Owner		Percent	Current V.	alue Info		- 1	fkt AdjCost Building Va	lue	ulldings	Total Value	Total Assessed		
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Previous Value Information   Bud Value   Total Value   T					TOTAL	114	800		100	000°	28,200	243,000	170,100		perties Inc.
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Location: 55 FIELD ROAD

arcellD: 00443800

Bldg Seq

Karen Printed By:

08/12/2019 10:58:17AM

**General Information** Condo Information Tot Units: Year Bit: Location: ے م Exterior Information Vinyl Siding 1 Story Building Type: Ranch

1955

WHITE Avg. Wall Ht Color:

Interior Information Hardwood Prime Wall: Sec. Wall: Floor Type: Sec. Floor:

Hot Water ≅ Heat Fuel:

24

20.00

20.00 0.00 0.00

Good-VG

Phys Cond Func

Econ Spec

Depreciation

Rem. Kitchen Yr. Rem. Bath Yr.

Remodeled Yr.

Arch. Shingl

Roof Type: Roof Cover:

Gable

Prim. Ext. Wall:

Living Units:

Story Ht

Foundation;

Sec. Ext. Wall:

Grade:

성

FFL BSM (1008)

Heat Type: Sec. Ht Type: % A/C:

% Sprinkled: Bsmt. Gar:

64.00 124,966 24,993 99,973

Basic \$/50 Replacement Cost Depreciation Depreciated Value

Calculation

Total %Dep:

100,000

Fireplaces: Kitchens:

Average

00

Int. Condition:

Add. Kit: Gas:

42

Room Count Total Rooms: Bedrooms:

Bath Features Full Baths: Addl, Full Baths: Half Baths; Addl. Half Baths: Full Bths Below:

Half Bths Below: Other Fixtures: Total Baths:

Size Code

Extra Features / Yard Items (1st 10 Lines Displayed)

Unit Price Dep% Year 2007 Total Yard Items: Cond Æ ş 988 Description Qty Garage Frame Shed Metal Total Sp. Features:

GAR1

SH1M

Total Appraised: 30.00 28,200

0.00

Total Assessed Value: 28,200 29,640

19,740 19,740

Assessment

Appraised Value

UndepValue

**Gross Area** 1,008 1,008 2,016 Sub Area Detail Living 1,008 1,008 First Floor Code Desc. Basement FFL BSM Total

rev. 6/20/2011

## TOWN OF CROMWELL ZONING BOARD OF APPEALS

APPLICATION FOR VARIANCE, ZONING APPEAL, DMV LOCATION APPROVAL, OR CHANGE OF NON-CONFORMING USE SPECIAL PERMIT

Address: 562 Main Street	PIN#: 00303/00							
Zoning District: R-/5	Volume/Page: 1591-119							
Applicant: Timothy Farrell	Property Owner: Breat Robbins							
Home or Business Address: 13 Grace Conc	Home or Business Address: 99 Field Rock							
Connell CT 06416	Connell CT Obylb							
Phone #: 860 490 0193	Phone:							
Email: Colonocal party Cate global net	860 301 5424							
I hereby certify that the information presented is to the best of my knowledge true and accurate, and that should	I hereby consent to the Applicant acting as my agent for the purpose of this application.							
such information be proved to be inaccurate or	purpose of this approach.							
misleading, any permit issued on the basis of this information may be revoked.	2.20							
Signature:	Signature:							
Type of Application (check one):								
1 ype of Application (check one).								
	f the Zoning Regulations.							
Variance from Section 0								
Variance from Section 0 Appeal from ZEO Decision dated Change of Non-Conforming Use Special Permit.	7.1.A.2							
Variance from Section 0	7.1.A.2							
Variance from Section 0 Appeal from ZEO Decision dated Change of Non-Conforming Use Special Permit. Application for Motor Vehicle Location Approva	7.1.A. 2. (attach copy of your completed DMV. Form K-7)							
Variance from Section 0 Appeal from ZEO Decision dated Change of Non-Conforming Use Special Permit. Application for Motor Vehicle Location Approva	7.1.A. 2. (attach copy of your completed DMV. Form K-7)							
Variance from Section 0 Appeal from ZEO Decision dated Change of Non-Conforming Use Special Permit. Application for Motor Vehicle Location Approva	7.1.A. 2. (attach copy of your completed DMV. Form K-7)							
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Justification for Request:
If Applying for a variance, state the hardship and explain why the variance is required.
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If Applying for a change in non-conforming use Special Permit, explain how the new use will be less non-
conforming than the current use.
If Requesting DMV Location Approval, state the date of the original Public Hearing (if any).
Looking for special regrest to drong Doy Main St.
to a rephospool Ice Crain Shop. The impart
will change from year rand handresser to
seasonal homemale icecram shop. Hows Merch
The November 11:00 Am 4/ 9:30 / winter hours
weekends including finder 3pm til 8:00 pm
washer permitting.

- 1. I will send written notice of this application to the owners of property within 100' of the site <u>not</u> less than 14 days before the public hearing. I will submit the "certificate of mailing" not less than 10 days before the hearing.
- 2. I will post a sign on the property <u>not less than 14 days</u> before the public hearing per Section 8.10.H. of the Cromwell Zoning Regulations. I will submit an affidavit of posting at the hearing.
- 3. If my request is dimensional in nature, I have submitted a site plan <u>prepared by a surveyor</u> in accordance with Sec. 10.4.B.2 of the Cromwell Zoning Regulations.

applicant

date

TOWN OF CROMWELL			a,	Printed By: Shawna	04/06/2018 7:20:53PM	USSSFM
Parcel ID: 00303100	Location:	562 MAIN STREET Map-Lot 46-36	10-Lot 46-36	Last R	Last Revaluation - October 1, 2017	2017
Current Owner ROBBINS BRENT H	Percent	Current Value Information Use Code Land Value PA 490 Value Building Value Outbuildings Total Value Total Assessed	1   1   1   1   1   1   1   1   1   1	Outbuildings 33,600	uildings Total Value Total. 33,600 426,200	Assessed 298,340

	X			Patriot
04/06/2018 7:20:53PM	Last Revaluation - October 1, 2017		Total Assessed	298,340
	raluation - Octo	A CAMPAGE AND A	Total Value	426,200
Printed By: Shawna	Last Rev		Outbuildings	33,600
Printed E	Map-Lot 46-36	Mkt Adj Cost	PA 490 Value Building Value Outbuildings Total Value Total Assessed	178.500 33,600 426,200 298,340 426,200 298,340
	Map-Lot		PA 490 Value	0
		formation	Value	44 100



		Patriot	Properties Inc.
017	passass	298,340	<sup>298,340</sup> Prop

Comparison   Com	ROBBIN													THE PROPERTY OF THE PROPERTY OF THE PARTY OF
State   Stat	ROBBIN	rrent Owner	Percent		Land Value			<b>Building Valt</b>		uildings	Total Value	lotal Assessed		,
Properties   Pro		IS BRENT H	ت		214 10		0	178.5	8	33,600	426,200	298,340	_	rathot
Property Factor   Property F	ROBBIN	S KIMBERLY A		TOTAL	214,100		0	178,5	00:	33,600	426,200	298,340		perties Inc.
Properties   Comparison   Com	0	56 MAIN STREET			•									
Previous Value Information   Previous Value	CROMV	تا تا	416										Pro p	erty Factors
Provide State Britanian   Provide Britanian						1							Census	5703
December				Previous	Value Info	rmation	Policies Maleria		Outheldings		al Value	Total Assessmen	Flood:	
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Sales Information													Desc. R-15	100.00
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(REAL COURT)	Use		IVDe Neid		e particular de la company de					214,100		•		
	2				:				440 070					

*arcellD: 00303100	00303100		Location:	562 MAIN STREET	
Bldg S	Bldg Seq 1 Of	7			

Bidg sed Of 2	Exterior Information	Colonial Name:	ory Style:	Location:	Tot Units:	Vinyl Siding General Information	Year Blt:	le Grade:	Asphalt Shin Remodeled Yr:	Rem. Kitchen Yr:	-> 15.6 :: E
	τor	Building Type: Col	2 Story	-		Prim. Ext. Wall: Vin	Sec. Ext. Wall:	Gable	Roof Cover. Asp	Avg. Wall Ht	LCCC

₽ 8

F0P (건설)

		ation	1944	գի				%
Name: Style:	Location: Tot Units:	General Information	Year Blt:	Grade:	Remodeled Yr:	Rem. Kitchen Yr:	Rem, Bath Yr.	Depreciation

%	40.00	40.00	0.00	0.00	0.00	64.00		64.00	214,827	137,489	77,338
ation	Average					eb:	tion		Cost		Value
Depreciation	Phys Cond	Func	Econ	Spec	٥	Total %Dep:	Calculation	Basic \$/50	Replacement Cost	Depreciation	Depreciated Value
1											

Oil Forced Air

Heat Fuel; Heat Type; Sec. Ht Type:

Hardwood Plastered

Prime Wall: Sec. Wall: Floor Type: Sec. Floor:

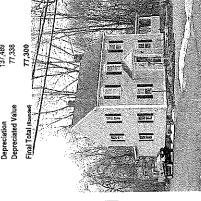
Interior Information

Sec. Ext. Wall: Roof Type: Roof Cover. Avg. Wall Ht Color.

BEIGE

O

FFL BSM (168)



16

FOP (160)

FUS FFL BSM (750)

22

0

Add. Kit. Gas: Average

Fireplaces: 2

Int. Condition:

% A/C: % Sprinkled: Bsmt. Gar: Kitchens:

2

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_				4	
		32			

Bath Features

Room Count Total Rooms: Bedrooms: BSM (36)

	Sub	Sub Area Detail	
Code	Code Desc.	Living	Gross Area
턴	First Floor	954	954
FUS	Finished Upp	750	750
Ð	Enclosed Por	0	25
FOP	Framed Open	0	202
BSM	Basement	0	954
Total		1,704	2,917

W		Code	16,450 FUS		HOH Mar
(9c) 		Assessmen	16	alue 16,450	
	Extra Features / Yard Items (1st 10 Lines Displayed)	Code Description Otv Size Cond. Year Unit Price Dep% UndepValue Appraised Value	23,500	23,500 Total Assessed Value	
	es Displaye	pValue #	36,158		
	Extra Features / Yard Items (1st 10 Lines Displayed)	abun nude	35	23,500 Total Appraised:	
	es / Yard Iten	Unit Price Do	31.00	23,500 T	
	Feature	Year	1944	ms	
	Extra	Cond.	A S	Total Yard Items	
		Size	972	Tota	
		₽ O	-		
S. S. C.		Description	Garage w Lft	Total Sp. Features:	
Full Baths: Addi. Full Baths: Addi. Half Baths: Full Bths Below: Half Bths Below: Chler Fixtures: Total Baths:		Code	GAZF	Total Sp.	

tion					nation	1948	ა		
Condo Information	Name:	Style:	Location:	Tot Units:	General Information	Year Bit:	Grade:	Remodeled Yr:	Rem. Kitchen Yr.

30.60 0.00 0.00 0.00 30.60	87.00
Rem. Bath Yr.  Depreciation Phys Cond Func Econ Spec OV Total %Dep:	Rasic \$/50

Ceram Clay T

Prime Wall: Sec. Wall: Floor Type: Sec. Floor:

Oil Forced Air

Heat Fuel; Heat Type: Sec. Ht Type;

5

% A/C:

Interior Information

Drywall

Gable Asphalt Shin 8.00

Sec. Ext. Wall: Roof Type: Roof Cover: Avg. Wall Ht: Golor:

Prim. Ext. Wall: Clapboard

%	30.60	00'0	0.00	000	30.60		87.00	145,832	200 77
	Good								
Depreciation	Phys Cond Fine	Econ	Spec	٥٥	Total %Dep:	Calculation	Basic \$/50	Replacement Cost	

00

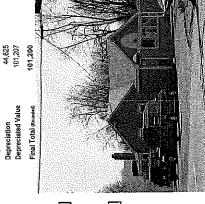
Add. Kit: Gas:

Kitchens: 0 Fireplaces: 0 Int, Condition:

% Sprinkled: Bsmt, Gar:

FOP 12 (72)

FFL BSM (986)



24

FFL (168)

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Bath Features

Room Count

Total Rooms: Bedrooms:

	빑	070,7	20
	Assessmen	3,7	7,070
Full Baths: 0 Add. Half Baths: 0 Half Baths: 0 Half Baths: 0 Half Baths: 0 Full Baths Below: 0 Other Faxtures: 0 Other Faxtures: 0 Extra Features / Yard Items (1st 10 Lines Displayed)	aised Value	10,100	Total Assessed Value
Extra Features / Yard Items (1st 10 Lines Displayed)	UndepValue	15,480	10,100
1st 10 Lir	Unde		10,100 Total Appraísed:
tems (	Dep%	35	Total
es / Yard II	Cond. Year Unit Price Dep%	3.00	10,100
Featur	Year	1948	ş
Extra	Cond.	æ	Total Yard Items
	Size	4,300	Tot
00000000	à	-	
s; S; S; F Baths: Below: Lures: Lures:	Description Qtv Size	Paving Asph.	Total Sp. Features:
Full Baths: Addi. Full Baths: Half Baths: Addi. Half Baths: Full Bths Below: Half Bhs Below: Other Fixtures: Total Baths:	Code	PAV1	Total Sp.

	Ç		Sub Area Detail	Gross Area
First Floor 1,154 1, Framed Open 0 Basement 0 1,154 2,	Code	Desc.	FI ( ) II	2000
Framed Open 0 Basement 0 1,154 2,	댼	First Floor	1,154	1,154
Basement 0 1,154 2,	9G	Framed Open	0	72
1,154	BSM	Basement	0	986
	Total		1,154	2,212

# TOWN OF CROMWELL ZONING BOARD OF APPEALS REGULAR PUBLIC HEARING AND MEETING 6:30 PM\_TUESDAY, AUGUST 13, 2019 ROOM 224 CROMWELL TOWN HALL, 41 WEST STREET

RECEIVED FOR RECORD AUS 19,2019 10:50A JOAN AHLQUIST TOWN CLERK CROMWELL+ CT

**Present:** Vice Chairman Daniel T. Delisle, Mark Zampino, John Whitney, and Steve Wygonowski (alternate)

MINUTES AND RECORD OF VOTES

Absent: Chairman Joseph Morin, John Keithan, and Brian Fisk (alternate)

**Also Present:** Director of Planning and Development Stuart Popper, Zoning Enforcement Officer Bruce Driska, Recording Clerk Sherry-Rose McGuire

- 1. Call to Order: The meeting was called to order by Vice Chairman Daniel T. Delisle at 6:31 p.m.
- 2. Roll Call: The presence of the above members was noted.

## 3. Seating of Alternates:

John Whitney made a motion to seat Steve Wygonowski and Brian Fisk; Seconded by Mark Zampino. All in favor; motion passed.

#### 4. Approval of Agenda:

Mark Zampino made a motion to approve the agenda; Seconded by John Whitney. *All* were in favor; motioned passed.

- 5. Public Comments: None
- 6. Public Hearing

Vice Chairman Daniel Delisle read the Application #19-09 for the public hearing.

a. Application # 19-09: Request Variance from Section 2.2B Bulk Requirements of the Zoning Regulations (Aggregated Side Yard Set Back and Side Yard Set Back) to allow for the construction of a connection between use and the garage and a

rear addition at 11 Black Haw Drive. Jeffrey C. Coleman is the Applicant and John W. Dorio and Jeffery C. Coleman are the Owners.

John Whitney made a motion to open the public hearing for Application #19-04; Seconded by Steve Wygonowski. *All were in favor; motion passed*.

John Dorio, 10 Scott Lane requested a variance from the side yard set yard setbacks. (Aggregated and side) to allow for construction between the house and the garage and a rear addition. Due to the confirmation of the house, the only place to put the addition is next to the side yard. The connector between the house and the garage is for convenience.

The existing 24, 829 square foot lot contains a single family 1,000 square foot house and is located in the R-25 District on the south side of Black Haw Drive. The applicant is proposing to construct a connection between the house and garage will modify the existing Aggregated Side Yard from 81 +/- feet to 35 +/- feet. The addition to the rear of the house will infringe upon the nonconforming 6 foot +/- side yard on theist side of the property.

Mr. Dorio presented to the board copies of letters of approval from the neighboring houses.

Mr. Popper stated that the hardship is the lot configuration.

The hearing was open to the public. There were no public comments.

Mark Zampino made a motion to close the public hearing; Seconded by John Whitney. *All in favor; motion passed.* 

John Whitney made a motion to approve the Application #19-09:Request Variance from Section 2.2B Bulk Requirements of the Zoning Regulations (Aggregated Side Yard Set Back and Side Yard Set Back) to allow for the construction of a connection between use and the garage and a rear addition at 11 Black Haw Drive. Jeffrey C. Coleman is the Applicant and John W. Dorio and Jeffery C. Coleman are the Owners; Seconded by Steve Wygonowski. *All in favor, motion passed*.

## 7. Approval of minutes:

a. July 9, 2019:

Page 3, Section b., second paragraph, Joseph Morin should be changed to Mark Zampino.

John Whitney made a motion to approve the amended minutes as presented; Seconded by Steve Wygonowski. *All in favor; motion passed*.

**8.** Adjourn: John Whitney made a motion to adjourn the meeting. *All were in favor;* -motion passed. Meeting adjourned at 6:45 p.m.

Respectfully submitted,

Sherry-Rose McGuire Commission Clerk