

COÖS COUNTY ZONING BOARD OF ADJUSTMENT
Granite State Room, Lancaster NH
March 21, 2017

Present from the Board: James Brady, PJ Cyr, Scott Deblois and alternate Gregory Sipple. Mark Evans and Fred King were excused.

Also in Attendance: Jennifer Fish, County Administrator

PJ Cyr, Chair called the meeting to order at 6:06 pm.

APPROVAL OF MINUTES OF FEBRUARY 21, 2017

Scott Deblois made a motion to approve the minutes as presented. Jim Brady seconded the motion. There was no discussion and the minutes were approved unanimously by voice vote.

NEW BUSINESS

Chairman Cyr appointed alternate Greg Sipple to replace Mark Evans as a voting member for the remainder of the meeting.

a. Information on the 2017 Planning and Zoning Conference

Chairman Cyr shared information with the board about the upcoming NH Office of Energy and Planning's Planning and Zoning Conference on April 29, 2017 in Concord.

b. Instructions for applicants

Chairman Cyr recommended that the Board adopt Appendix B from the NH Office of Energy and Planning publication The Board of Adjustment in New Hampshire – A Handbook for Local Officials. Appendix B provides instructions to applicants appealing to the Board of Adjustment. Jim Brady made a motion to adopt Appendix B and to include it with application packets. Scott Deblois seconded the motion. There was no further discussion and the motion passed.

OLD BUSINESS

a. Update on Clerk position

The recording secretary position is still open and if any board members know someone that might be interested to please contact County Administrator, Jennifer Fish.

b. Review Rules of Procedures

The board members reviewed the procedures for holding a public hearing.

c. Update on ZBA alternates

The Commissioners discussed at their March 8 meeting that they would be reaching out to people to hopefully find some interested individuals to serve as an alternate on the board. It was suggested by Chairman Cyr that a letter be sent to all towns informing the selectmen of the openings for alternates.

Greg made a motion to adjourn. Scott seconded the motion. All voted yes. The meeting was adjourned at 7:09 pm. The next regular meeting will be on April 18 at 6 pm in Gorham, NH.

Respectfully submitted,
Jennifer Fish