

NEW DURHAM ZONING BOARD OF ADJUSTMENT
New Durham Town Hall
March 22, 2018, 7:00p.m.

DRAFT: These minutes are strictly a draft copy and are awaiting amendment or approval at a subsequent, duly noticed public meeting. Amendments to these minutes will be noted in the minutes of said meeting. The draft will be posted on the website as a draft copy for public informational use only.

Present

Terry Jarvis, Chair
Wendy Anderson, Vice Chair
David Shagoury, Alternate Member

Absent:

Stephanie Richard– excused absence
Art Hoover - excused absence
Paul Raslavicus – excused absence
Joan Martin – unexcused absence

Also Present

Laura Zuzgo, Administrative Assistant

Call to Order

Chair Jarvis called the meeting to order at 7:04pm.

Chair Jarvis appointed Mr. Shagoury to sit on the board in Ms. Richard's place.

Approval of Minutes

Meeting of January 9, 2018 – Postponed as there is not a quorum of board members present who sat on the hearing.

Meeting of February 13, 2018 – Postponed as there is not a quorum of board members present who sat on the hearing.

Chair Jarvis stated there was prior discussion regarding whether the Board can require applicants to obtain all necessary permits before appearing before the Zoning Board. She referenced NH State statute RSA 474.33.6 and explained it prohibits the ZBA from requiring application with other agencies prior to application with the Board.

Chair Jarvis stated the suggested changes for the Instructions for Individuals Appealing to the Zoning Board of Adjustment document were incorporated. The draft document was reviewed and discussed. Additional edits were made.

Chair Jarvis made a motion to approve the Instructions for Individuals Appealing to the Zoning Board of Adjustment as amended on March 22, 2018. Ms. Anderson seconded the motion. Motion passed, 3-0-0.

Election of ZBA Chair /Vice Chair

Chair Jarvis stated per the Board rules, they need to elect chair and vice chair prior to the first meeting in April. She suggested to have a special meeting before April as there are not many members present at this meeting, noting she would not be present for the April and May meetings.

Correspondence

Chair Jarvis read a letter received from the Mitchell Group notifying the Town regarding the retirement of Attorney Whitelaw along with an invitation to an open house.

Chair Jarvis stated there is an upcoming conference on April 27, 2018 at the New Hampshire Municipal Association offices regarding Class VI roads. The program description was reviewed and discussed.

Adjourn

Chair Jarvis made a motion to adjourn. Ms. Anderson seconded the motion. Motion passed, 3-0-0.

The meeting was adjourned at 7:29pm.

Respectfully Submitted,

Jennifer Riel, Recording Secretary