

*New Durham Zoning Board of Adjustment
August 11, 2020
Approved September 10, 2020*

**TOWN OF NEW DURHAM
ZONING BOARD of ADJUSTMENT
August 11, 2020
New Durham Town Hall –7:00 PM**

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.

In accordance with Governor's Executive Order #12, pursuant to RSA 91-A: 2

Attendees log into:

<https://us02web.zoom.us/j/88574336667?pwd=a0xIVE5qU1VMVM2TW84cURPTEVxUT09>

Meeting ID: 885 7433 6667 Password: 836780

Or via telephone number: 1-646-558-8656;

Meeting ID: 885 7433 6667 Password: 836780

Technical difficulties contact Town Administrator Scott Kinmond at skinmond@newdurhamnh.us or by phone at 603-556-1516.

Assistance with Zoom application please contact Brian Cauler at ndlanduse@newdurhamnh.us or contact Zoning Board.

Note: Town of New Durham offers no security assurances to those connecting via PC to a third party software and hardware not configured or controlled by our IT Service provider.

PRESENT

Terry Jarvis, Chair of Zoning Board of Adjustment – via Zoom
Wendy Anderson, Vice Chair of Zoning Board of Adjustment – via Zoom
Stephanie Richard, Zoning Board of Adjustment – via Zoom
Linda Callaway, Zoning Board of Adjustment – via Zoom
Paul Raslavicus, Zoning Board of Adjustment – via Zoom

ALSO PRESENT

Scott Kinmond, Town Administrator – via Zoom

CALL TO ORDER

Chair Jarvis called the Zoning Board of Adjustment meeting to order at 7:00 PM.

Chair Jarvis confirmed the meeting was posted appropriately with access numbers. She stated that in the event the public is unable to access the meeting, it would be adjourned and rescheduled. Chair Jarvis stated all motions would be taken by roll call; roll call attendance was taken for those participating in the Zoom meeting. Chair Jarvis asked Zoning Board members to introduce themselves and identify anyone in the room with them. Chair Jarvis asked all members of the public, applicants

and applicants' representatives to identify themselves. She confirmed with the applicants and applicants' representatives that they do not object to hearing these cases electronically. No objections were indicated.

APPROVAL OF MINUTES

Meeting of April 14, 2020 – Edits were made. **Ms. Richard made a motion to approve the minutes as amended. Ms. Callaway seconded the motion. Roll Call Vote:** Ms. Richard – aye; Vice Chair Anderson – aye; Ms. Callaway – aye; Mr. Raslavicus – aye; Chair Jarvis – aye. **Motion passed, 5-0-0.**

Meeting of June 16, 2020- Edits were made. **Ms. Callaway made a motion to approve the minutes as amended. Vice Chair Anderson seconded the motion. Roll Call Vote:** Ms. Richard – aye; Vice Chair Anderson – aye; Ms. Callaway – aye; Mr. Raslavicus – aye; Chair Jarvis – aye. **Motion passed, 5-0-0.**

Meeting of July 23, 2020- Edits were made. **Chair Jarvis made a motion to approve the minutes as amended. Mr. Raslavicus seconded the motion. Roll Call Vote:** Ms. Richard – abstain; Vice Chair Anderson – aye; Ms. Callaway – aye; Mr. Raslavicus – aye; Chair Jarvis – aye. **Motion passed, 4-0-1.**

Meeting of June 9, 2020– - Edits were made. **Vice-Chair Anderson made a motion to approve the minutes as amended. Ms. Richard seconded the motion. Roll Call Vote:** Ms. Richard – aye; Vice Chair Anderson – aye; Ms. Callaway – aye; Mr. Raslavicus – aye; Chair Jarvis – aye. **Motion passed, 5-0-0.**

Discussion on ZBA Procedures and Changes

The Board reviewed the ZBA procedures and discussed proposed changes. Chair Jarvis asked members to consider what additional information could be required on the applications and site plans. She noted currently public notices are printed in newspapers which runs \$100-\$300; the recent legislation allows towns to post the “newspaper” ads on the town website and asked if the Board would be in agreement.

Chair Jarvis stated the Land Use assistant suggested lengthening the time when a case has to be heard from the date of submittal although she will have to look into the RSA. The Board agreed with looking into this change.

Ms. Richard noted full size plans are required and asked if that is something actually looked at and used. Ms. Callaway stated she finds it useful to have a full size. Chair Jarvis concurred. Vice-Chair Anderson stated she uses both the full and smaller sizes.

ZBA/Planning Board Subcommittee Update

Ms. Richard stated the subcommittee has had trouble getting meetings together but at the last meeting they identified four areas to revisit and were assigned tasks for researching ordinances in other towns. Mr. Raslavicus stated one issue was the definition of “footprint”. Ms. Richard stated they also discussed the inconsistencies and redundancies in regards to setbacks, deck issues, building height, etc. The Board also discussed other issues that could be looked into by the subcommittee.

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Next Meeting

September 10, 2020

ADJOURN

Vice-Chair Anderson made a motion to adjourn. Mr. Raslavicus seconded the motion. Roll Call Vote: Ms. Callaway – aye; Ms. Richard – aye; Mr. Raslavicus – aye; Vice Chair Anderson – aye; Chair Jarvis – aye. **Motion passed, 5-0-0.**

The meeting was adjourned at 8:58 PM.

Respectfully Submitted,

Jennifer Riel, Recording Secretary