

DRAFT MINUTES
LISBON ZONING BOARD OF ADJUSTMENT WORKSHOP
July 14, 2016 held at the Railroad Station

Present: Scott Champagne (SC), Skyler Boutin (SB), and Jan Marshall (JM)

The meeting was called to order by JM at 1:05 PM.

JM advised the board that she had withdrawn from further activity with PARC that could conflict with her role as an impartial member of the ZBA. She noted that a mailing to PARC members on July 14, 2016, that she was copied on, had a 2015 document written by her, related to the ZBA as an attachment. She wanted members to know that she believed it to have been attached by sender error.

The members reviewed the Draft Rules of Procedure for the Lisbon Board of Adjustment. SC made a motion to approve, SB seconded, all voted in favor.

The members reviewed the instructions to property owners wishing to apply for a special exception or variance. SC noted a typo on page 3. SC made a motion to approve with that correction, SB seconded, all voted in favor.

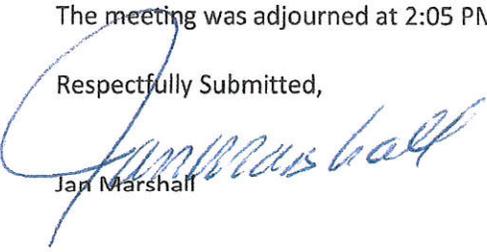
Members reviewed the town's current application forms and concluded that they met legal criteria but could be improved upon. JM will work on revisions and submit them to the other ZBA members, prior to the next meeting.

Members reviewed written background information provided by Dan Merhalski at the previous meeting that members can use in the conduct of meetings and to help them arrive at decisions.

It was agreed that the next meeting shall be held on August 24th at 1 PM at the railroad station. The purpose of that meeting will be to review the proposed changes to the application forms and to review the notice forms and procedures for hearings.

The meeting was adjourned at 2:05 PM.

Respectfully Submitted,


Jan Marshall

Approved July 12, 2017