

## **Zoning Board**

**April 7, 2009**

## **Memorial Building**

**7:00 P.M.**

*These minutes are considered a draft only until they are approved by the Board at their next meeting.*

**Present:** Bill Sullivan, Kevin Waite, Kathy Richardson, Cynthia Hayes, John Chiarella (Selectmen's Representative) Sara Ellis

**Election of Officers:** Bill made a motion to elect Cynthia as Chairperson. It was seconded and approved. Cynthia made a motion to elect Bill as Vice Chairperson. It was seconded and approved.

**Minutes:** A motion was made by Cynthia to change the date on the Feb. 2009 meeting minutes from 2008 to 2009. It was seconded and approved. A motion was made to accept the minutes of the March 3, 2009 meeting as written, seconded and approved.

**Welcome:** Kathy and Kevin were welcomed as new members, John as the Selectmen's Representative and Sara as a prospective alternate member.

**Application Forms:** It being the third successive meeting that the amended dimensional and use variance application forms were read, Bill made a motion to have them approved. Kevin seconded the motion and they were approved unanimously.

**Fee Schedule:** It being the third successive meeting that the amended fee schedule was read, Kevin made a motion to approve \$100 for an application fee plus mailing costs. Bill seconded the motion and it was approved unanimously.

**Special Exception Form:** There was a second review of the Special Exception form and a discussion was held to clarify what the term "agents". It will be voted on for approval at the next meeting.

**Applicant Instructional Guide:** The proposed guide that is to help citizens through the application process was reviewed and discussed. With minor changes, Bill made a motion to accept it, Kevin seconded the motion and it was approved unanimously.

The meeting was adjourned at 8:10.

Respectfully Submitted,

Cynthia Hayes, Acting Secretary