



TOWN OF Concord
PLANNING AND ZONING BOARD
JULY 21, 2020 MEETING MINUTES

Members Present: Cynthia Stuart, Chair, Meagan Johnson, Judy Kurtz, Steven Bean

Members Absent: Jim Gochie, John Christman

Board Secretary Present: Meagan Johnson

Other Officials Present: Alan Smith, Zoning Administrator

Citizens Present: Garret Lewush, Jason Pott, Mr. & Mrs. Mendes

Cynthia brought the hearing to order at 6:00 p.m.

Cynthia Stuart read the notice for the Lewush and Pott hearings.

I. Lewush Hearing

Cynthia Stuart asked members of the board if they had any conflicts of interest. Members indicated they did not. Cynthia explained the process of the hearing and swore in Garret Lewush. Mr. Lewush explained that he is looking to bring in a pre-built shed to his property on Leclair Road. This will be just a seasonal place for him to come to. He has been camping in a tent on the property for years and the building will provide cover. He will have a generator and bring in his own water. Mr. Mendes, an abutter, had a chance to meet Mr. Lewush and review where he is planning on placing the building so it is not too close to the lines. He is ok with this. Cynthia explained to Mr. Lewush that the board would review the application and make a decision within 45 days.

II. Pott hearing

Cynthia asked members of the board if they had any conflicts of interest. Members indicated they did not. Cynthia explained the process of the hearing and swore in Jason Pott. Mr. Pott explained that he built a small cabin that he only plans to use as a day camp. Cynthia explained to Mr. Pott that the board would review the application and make a decision within 45 days.

III. Approval of July 21, 2019 agenda

Cynthia asked to add discussion about out buildings and permits. Judy made the motion to accept the July 21, 2020 agenda. Steve seconded the motion. The motion passed unanimously (4-0).

IV. Approval of June 23, 2020 minutes

Judy made the motion to approve the June 23, 2020 minutes. Steve seconded the motion. The motion passed unanimously (4-0).

V. Citizens' concerns

None.

VI. Zoning Administrator Report

Alan reported on the Bunnell property. The Selectboard asked him to reach out to a lawyer, whom is putting together a letter to review the legal process for the Selectboard. One suggestion was for the town to declare that building unsafe and then have the town clean it up and send a bill to the owner. The board all agrees that the property is a hazard and action needs to be taken. Meagan asked about the burnt property on South Street. Alan has sent a letter but has not heard anything from the owner. Cynthia said she would send a statement to the Selectboard from the PZB requesting that the Selectboard take quick legal action on the Bunnell property and assess fines accordingly. Also that the Selectboard consider applying for a municipal planning grant to update the zoning bylaws, junk ordinance, and consider a noise ordinance.

VII. Miles Pond Pavilion update

Cynthia was able to get a proposal from Winterwood Timer Frames. The pavilion quoted was a 28' x 48' which is smaller than what is there now. It was decided we would go look at the Pavilion at our next meeting to review needs and possible options.

VIII. Review/Ideas of Town Plan

Tabled till next meeting.

IX. Out Building permits

Clarifying discussion about Section 208.4 B of the Zoning Bylaws. Alan spoke with the assessors and they have implemented a process that will "flag" properties that need to be checked for tax purposes the following year. There may be some updated wording to better clarify when the bylaws are updated next. Steve asked where to find if someone has a permit on file for a building. Alan states they are all at the Town office and anyone can call to inquire. Suggestion was made to have them kept online so people could easily look that info up. Cynthia and Meagan will look into the possibility of putting the zoning applications online.

X. Deliberative Session on Lewush and Pott Hearings

The board entered deliberative session at 7:07 PM. The board came out of deliberative session at 7:11 PM. Judy made the motion to grant the conditional use permit for Mr. Lewush. Steve seconded it. The motion passed unanimously (4-0).

Judy made the motion to grant the conditional use permit for Mr. Pott. Steve seconded it. The motion passed unanimously (4-0).

XI. Executive Session if Warranted

The board did not meet in executive session.

Cynthia made the motion to adjourn the meeting at 7:15 p.m. Meagan seconded the motion. The motion passed unanimously (4-0).

Next Meeting: August 18, 2020 @ 6:00 PM

Respectfully Submitted,

Meagan Johnson
Secretary

Cynthia Stuart, Chair

John Christman

Jim Gochie

Meagan Johnson

Judy Kurtz

DRAFT