



**TOWN OF Concord**  
**PLANNING AND ZONING BOARD**  
**JULY 20, 2021 MEETING MINUTES**

Members Present: Cynthia Stuart, Chair, Jim Gochie, Judy Kurtz, Steve Bean, Meagan Johnson

Members Absent: None

Board Secretary Present: Meagan Johnson

Other Officials Present: Audra Girouard, Zoning Administrator

Citizens Present: Nadine Espinoza, Kelly Backus, Andrew Bertsch, Dale Urie, Annie Mclean

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

I. Espinoza 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 Nadine Espinoza. Mrs. Espinoza explained that she has put her camper on the land and would like to add an addition to the camper. Her family would like to come up on weekends. She does plan on building a home eventually and have a plan A and B for getting a septic put in.

II. Backus 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 Kelly Backus. Mr. Backus explained that he is looking to build a camp to come to on weekends. He plans on having an outhouse set up.

III. Bertsch Subdivision 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 Andrew Bertsch. Mr. Bertsch explained that he has 53 acres of land. Someone a while ago had started the process of subdividing. He is looking to split the land into five 10 acre lots.

IV. Approval of July 20, 2021 agenda

Judy asked to add discussion of a community newsletter. With this addition Steve made the motion to accept the July 20, 2021 agenda. Judy seconded the motion. The motion passed unanimously (5-0).

V. Approval of the June 15, 2021 minutes

Jim made the motion to approve the June 15, 2021 minutes as they are written. Steve seconded the motion. The motion passed unanimously (4-0 with Judy abstaining).

VI. Citizens' concerns

There were none.

VII. Zoning Administrator Report

Audra has been busy with permits, new 911 number and working on outstanding zoning issues. See attached report.

VIII. Bylaw Update w/ Annie Mclean, NVDA

The Board reviewed zoning bylaw updates with Annie Mclean from NVDA. The review will continue at the next meeting.

IX. Community Newsletter

Judy brought some examples of a community newsletter from an area town and thought it would be a great idea to start. It would be nice place to put information from the different boards, school and library. The board thought it a great idea.

X. Deliberative Session on Espinoza, Backus and Bertsch Hearings

The board entered deliberative session at 8:03 PM. The board came out of deliberative session at 8:11 PM. Jim made the motion to grant the primitive camp for Mrs. Espinoza. Judy seconded it. The motion passed unanimously (5-0).

Jim made the motion to grant the primitive camp for Mr. Backus. Steve seconded it. The motion passed unanimously (5-0).

Judy made the motion to grant the 5 lot subdivision for Mr. Bertsch. Jim seconded it. The motion passed unanimously (5-0).

XI. Executive Session if Warranted

The board did not meet in executive session.

Cynthia made the motion to adjourn the meeting at 8:15p.m. Meagan seconded the motion. The motion passed unanimously (5-0).

Next Meeting: August 17, 2021 @ 6 PM

Respectfully Submitted,

Meagan Johnson  
Secretary

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Cynthia Stuart, Chair

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Jim Gochie

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Steve Bean

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Meagan Johnson

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Judy Kurtz

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