



Town of Concord Zoning and Planning Board Meeting Minutes

Tuesday, September 15th, 2026 6:00pm

Town of Concord Municipal Building

Board Members:

Present: James Gochie, Jessica Hudson, Danielle Cote-Sukkaew

Absent: Brenden Monahan, Steven Bean

1. Call to Order: 6:03pm

2. Approval of Agenda:

Motion to Approve Agenda: Jim Gochie

Moved: Danielle Cote-Sukkaew

Seconded: Jessica Hudson

Approved - Yes

3. Approval of August 18th, 2026 Meeting Minutes

Could not approve the Minutes. Moved the Minutes approval to be approved at the next Zoning Board Meeting.

4. Citizens' concerns (5 mins): none

5. Zoning Administrator Report:

- 3 new permits in progress
- Discuss Prince Pond
 - Town attorney McCabe notified the Zoning office that it could be 1 to 2 months before the Environmental Court has its decision.

Violations In Review: In process. Nothing to review as final results of the investigations yet.

- Discussion of formalizing a Zoning Violation and/or Code Compliance Complaint form available for the public as a requirement to complete and submit to the Town Offices to the attention of Zoning/Code Enforcement, with or without signature of the complainant party (signature requirement to be determined by the Zoning and Select Board as they review the template forms offered by the ZA).
- Samples of Complaint forms used by other municipalities were provided for the Zoning Board and Select Board to review.

- Purpose of Zoning Complaint forms: create a written record, formal process, for the town to receive complaints of zoning violations and code violations from the Concord public, while ensuring a specific formal reporting process is established, adopted, followed, and traceable in the future.

6. Next Meeting Date: 10/20/2026

7. Other: N/A

8. Executive Session / Deliberation: N/A

9. Adjournment:

Motion to Adjourn: Jim Gochie
Moved: Danielle Cote-Sukkaew
Seconded: Jessica Hudson
Approved - Yes

Board Signatures

Signed Date: _____

Chair: Brenden Monahan

Vice Chair: James Gochie

Danielle Cote-Sukkaew

Steven Bean

Jessica Hudson