

**Town of Sandown
Zoning Board of Adjustment
Minutes 10/29/13**

Meeting Date: October 29, 2013
Type of Meeting: Meeting
Method of Notification: Public Posting - Sandown Town Hall, Sandown Post Office,
Sandown Website
Meeting Location: Sandown Town Hall
Members present: Chairman - Steve Meisner, Dave Ardolino, Christopher True
Absent: Curt Sweet, Tom Tombarello – Selectman’s Liaison,
Donna Green

Opening: Mr. Meisner opened the meeting at 7:15.

Review of the 6/27/13 Minutes

MOTION: Mr. True made a motion to approve the 6/27/13 minutes as written. Mr. Ardolino seconded the motion. All members voted in favor. The motion passed.

Review Applications

Members reviewed the applications and compared the new applications proposed by Attorney Gorrow to the old applications. Ms. Cairns walked them through the major changes. The most significant change being the addition of the rehearing application.

MOTION: Mr. True made a motion to change the application forms from the existing forms to the 10/29/13 version. Mr. Ardolino seconded the motion. All members voted in favor. The motion passed.

Application Fees

Ms. Cairns reviewed the fees for the towns of Fremont, Danville, Hampstead and Plaistow. She noted the current fees for the Town of Sandown are no longer covering the costs associated with the application. The current fee for an application is \$100 and costs for posting the legal notice in the newspaper can sometimes be as much as \$160.

Mr. Meisner noted that previously they have been fully funded by the money collected with applications and the cost of running the zoning board was not funded at all by taxpayers. The past few years, they are no longer fully funded and he would like to get back to that.

Members agreed that \$175 would be an appropriate fee to charge. It will cover the costs of the legal notice. Members also agreed that the applicant should pay their own fees and it shouldn’t burden the taxpayers. Members agreed to keep the abutters fees at \$5 each plus the cost of postage.

MOTION: Mr. True made a motion to increase the application fee from \$100 to \$175. Mr. Ardolino seconded the motion. All members voted in favor. The motion passed.

49

50 **Zoning Board Bylaws**

51 Members reviewed the current bylaws and made the following changes:

52

53 II. ZBA Member Terms & Duties

54 A. Full Members - All terms should begin June of each year. Change to the end of
55 March. Change the election of officers from March to March. The text should
56 read "All terms shall begin in March of each year"

57 B. Alternates – change from June to March there as well.

58 C. Officers of the Board – change June "in March with appointment of Board
59 Members"

60 C. 2. Change Vice Chair and Secretary to the same "in March"

61 C. 3. Members agreed to eliminate the Secretary position.

62

63 IV. Notice of Hearings

64 A: Certified mail with return receipt requested

65

66 Remove references to "Secretary" throughout the document

67

68 IV - Notice of Hearings

69 Change newspapers to Union Leader, Eagle Tribune, TriTown Times, Carriage Towne

70

71 V - Meeting Times & Places – change 7:30 to 7:00 pm.

72 B – Change Article IV of the bylaws

73

74 X – Finances

75 D – change the application fee

76

77 VIII Notices of Decision

78 A – change 72 hours to 120 hours as per the RSA

79

80 **MOTION:** Mr. Ardolino made a motion to approve the changes made to the bylaws on
81 10/29/13. Mr. True seconded the motion. All members voted in favor. The motion
82 passed.

83

84 **Correspondence**

85 Letter from Lauren Cairns stating that she is stepping down from the Board due to
86 moving to Fremont.

87

88 *Town & Country Magazine*

89

90 **MOTION:** Mr. True made a motion to adjourn. Mr. Ardolino seconded the motion. All
91 members voted in favor. The motion passed. Meeting adjourned at 8:50 p.m.

92

93 Respectfully Submitted,

94 

95 Andrea Cairns