**Town of Concord**

**Planning and Zoning Board**

**December 29, 2022 meeting minutes**

Members present: Dale Urie, Judy Kurtz, James Gochie, Rodger Sheldon, Steven Bean

Public present: Cynthia Stuart

The meeting was called to order at 6:00pm by Dale Urie.

1. **Approval of agenda as amended**

Judy moved to approve the agenda as amended and James seconded. The motion passed unanimously (5-0).

1. **Approval of minutes from November 15th**

James moved to approve and Rodger seconded. The motion passed unanimously (5-0).

1. **Budget question about next year’s budget.**

James moved to approve and Judy seconded a motion to not add any expenses for the municipal plan to the budget.

1. **Municipal plan update**

Cynthia Stewart discussed the progress that she has made on developing the Municipal plan.

1. **Other**

Discussion about the passed changes in the town municipal plan and zoning bylaws.

Was moved by Steve Bean, and seconded by James Gochie to end the meeting.

Meeting was adjourned at 7:25.

**Zoning Administrator report to planning commission for December 29, 2022**

1. Sent my thoughts on the new administrative assistant position to member Shannon Chapman.

2. Sent to select board members the process to have the ZA be given authority to cite zoning violators into the Judicial Bureau.

3. Looked into issues relating to an alleged zoning violation on the Lampman property; and determined the matter was an issue for the town attorney via the select board and not the ZA.

4. Responded to several requests from Susan LaMadeleine to look at some junky properties.

5. Attended the select board meeting on December 6, 2022.

H. Paul Berlejung

Zoning administrator and

E911 coordinator

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