

**LANCASTER ZONING BOARD OF ADJUSTMENT**  
**May 26, 2021**  
**6:30 PM**

**CALL TO ORDER:**

The meeting was called to order at 6:30 pm

**ROLL CALL:**

**Regular Members Present:** Steve Young, Les Hilton and Vice Chair Tricia Frenette.

**Regular Members Absent:** Chris McVetty & Chairman Rick Bernier.

**Alternate Members Absent:** Linda Ogle, Nathan Kenison and Don Freddette.

**Others Attending:** Rob Christie and Planning/Zoning Advisor Ben Oleson.

Ben Oleson stated since there was not a quorum for the night's meeting there would be no formal business conducted. March Minutes would be considered for approval at the next meeting.

**PUBLIC HEARINGS:**

None.

**OTHER BUSINESS:**

**Training Topic(s)/Material(s):**

- Review of 2021 NH OSI Planning/Zoning Conference materials: Mr. Oleson explained he attended the virtual conference by ZOOM and participated in the Zoning track. He stated most of the information provided was similar to the previous years but there were a few new items. They highlighted that Appeals of Administrative Decisions must be made within a reasonable time frame. They recommend between 14 and 45 days. The Board's requirements should be listed in the Rules of Procedure. It was suggested that 30 be the timeframe for Lancaster. How alternates are allowed to participate should also be in the Rules of Procedure. Some boards do not allow the alternates to participate or even sit at the Board table. As Lancaster allows full participation except for voting, unless filling vacancy of regular member, this should also be in the Rules. Mr. Oleson also explained there is a Housing Appeals Board that was recently created by the legislature that is responsible for hearing housing related appeals. This is an alternative to appeals going to Superior Court. Mr. Oleson reminded the Board that any decision they make, especially denials, should have very specific reasons and the Board should be sure to go through their Statement of Reasons. It was asked if the project to improve the municipal Bunker Hill parking lot was going to happen. Mr. Oleson stated that because the grant funding was not approved it would not happen this year.

**Announcement(s)/Correspondence(s):**

None.

Meeting adjourned at 6:47 p.m.

Respectfully submitted,



Jean E Oleson  
Clerk

Approved: 6/30/2021



Tricia Frenette  
Vice Chair