The Zoning Board of Adjustment met at 7:05 PM for its regularly scheduled meeting. Chairperson Michelle Knapp opened the meeting. Present were Michelle Knapp, Mary Langen, Susan Peters, Paul Delphia, and alternate Neil Sandford. Michelle appointed Neil to serve as a full member for this meeting.

**Minutes of the June 28th Meeting**
Michelle made some editorial changes and an “e” was added to correct a misspelling. Susan moved and Michelle seconded a motion to accept the minutes as amended.

The secretary presented the new 2017 Master Plan copy for the ZBA. The board authorized the secretary to publish a copy for each member. The board discussed various aspects of the Master Plan.

**Variance Application for John White, property at 51 Old Common Rd., Map 15, Lot 19**
Susan Peters recused herself since she is an abutter. Susan Phillips-Hungerford did not attend because she recused herself because of a business relationship with the applicant.

The board went through the ZBA application checklist, item by item. Michelle checked off the various requirements for the applicant’s file.

Michelle moved and Mary seconded a motion that the application does not have regional impact. The motion passed.

Mary moved and Paul seconded a motion to accept the application as complete. The motion passed unanimously. The board suggested that this application be presented as a model for others to follow if the personal information can be redacted.

The board discussed whether to have a site visit. They determined that they do not need a site visit since board members can walk by on the road and observe the site easily. The public hearing was set for September 27, provided Bill Gurney and Jerry Bird are available since Mary Langen will be away.

At 7:55 pm, Paul moved and Mary seconded a motion to adjourn. The motion passed.

Respectfully submitted,

Neil R. Sandford, Secretary

August 23, 2018