

## Zoning Board

February 5, 2008

## Memorial Building

7:00 P.M.

*These minutes are considered a draft only until they are approved by the Board at their next meeting.*

**Present:** Cynthia Hayes, Bill Sullivan, Gene Hayes, Barbara Dunlap, Tom Naughton

**Minutes:** A motion was made by Gene to accept the minutes of the January 13, 2009 meeting, seconded by Tom, all in favor.

**Rules of Procedure:** Cynthia read aloud the amendments the Board had made to the Rules of Procedure. Because the new document had new and more detailed wording explaining the use of experts, the Board discussed the possibility of having a fee sheet from the engineer. This would make it easier to estimate the amount of money an applicant would need to put into an account with the town, in order to pay the experts hired to consult on their case.

The Board then discussed the Zoning applications. Cynthia had made drafts of new applications using the OEP guidelines. The Board expressed appreciation for the work that Cynthia had done on both the Rules of Procedure and the applications.

Fees for Variance or Special Exception applications in Springfield have not changed in many years. Cynthia had researched the fees for several other towns; all were more than twice Springfield's. The Board was concerned that the town not lose money, and they discussed the various costs involved for a hearing. Bill made a motion, 2nd by Gene, to increase the zoning application fees to \$100.00, all members voted in favor.

The Board also discussed ways to increase the likelihood that an applicant has read the Zoning Ordinance and the Rules of Procedure. They also brought up a few items in the application process that need to be decided, including a deadline for filing an application, and how an applicant can find out if there is a conservation easement on an abutter's property.

The meeting was adjourned at 8:15.

Respectfully Submitted;

Linda Huntoon, Recording Secretary.