

**AGENDA
TOWN OF PARSONSFIELD
ZONING BOARD OF APPEALS MEETING
6:00 PM
Thursday, December 9, 2021
TOWN OFFICE BUILDING**

**ADMINISTRATIVE VARIANCE
MAP R13, Lot 39 PROPERTY OWNED BY:
Helene Boucher & Stephen Brown Jr**

- I. Call to Order**
- II. Determine Quorum**
- III. Determine Conflicts of Interest**
- IV. Summarize Nature of Appeal/Complaint**
 - A. Helene Boucher & Stephen Brown Jr – Administrative Variance Request – Nature of Appeal: Dimensional Requirement**
- V. Hearing Notices sent out:**
 - a. To Appellant(s)**
 - b. To Abutters**
 - c. Advertised: Your Weekly Shopping Guide (Ad sent 11/21/2021)**
- VI. Parties to the Action:**
 - a. Appellant(s): Helene Boucher & Stephen Brown Jr**
 - b. CEO**
- VII. Testimony**
 - a. CEO**
 - b. Appellant(s)**
 - c. Supporters/Opponents**
- VIII. Board Discussion**
 - a. Q&A by the Board**
 - b. Cross Examination**
 - c. Rebuttals**
- IX. Decision**

- a. Chair Summarizes the Discussion**
- b. Each ZBA Member states his reason for concluding the appeal should/should not be approved.**
- c. Chair and Board Members review Findings of Fact**
- d. Conclusions**

X. Motion

XI. Vote

XII. Complete Administrative Appeal Decision Form

XIII. Right to Appeal to Superior Court with 45 days of tonight's decision.