

**AGENDA  
TOWN OF PARSONSFIELD  
ZONING BOARD OF APPEALS MEETING  
6:00 PM  
Thursday, February 2, 2023  
TOWN OFFICE BUILDING**

**ADMINISTRATIVE VARIANCE  
MAP R12, Lot 9A PROPERTY OWNED BY:  
John Armstrong, PE & Cynthia Carroll (1029 North Road)**

- I. Call to Order
- II. Determine Quorum
- III. Determine Conflicts of Interest
- IV. Approve Minutes (January 5, 2023)
- V. Parties to the Action:
  - a. Appellant(s): Jeff Armstrong, PE – Cynthia Carroll, Property Owner
  - b. CEO: Jesse Winters
- VI. Summarize Nature of Variance

Jeff Armstrong, PE, Armstrong Engineering & Cynthia Carroll, Owner – Administrative Variance Request – Nature of Variance: Requesting a variance in road frontage requirements: from 250 feet to 126 feet (124-foot variance). The property is located on Parsonsfield Tax Map R12, Lot 9A, 1029 North Road.
- 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 their reason for concluding the variance 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
- XIV. Adjournment