

**Town of Sanford
Zoning Board of Appeals**

The Sanford Zoning Board of Appeals held a meeting on Monday, January 12, 2009 at the Sanford Town Hall. The meeting was called to order at 7:07 P.M. by Shirley Sheesley, Chief Code Enforcement Officer for Sanford, Maine.

Members Present: Jane Bowker
 Mark I. Patterson
 Naila Aslam-Khan, OD
 James T. Wendel

Members Absent: Kyle Landry
 Jordan Landry

Also Present: Shirley E. Sheesley, Chief Code Enforcement Officer
 Charles Ellis, Administrative Assistant
 Kimberly Stewart – Awaiting reappointment.
 Not allowed to vote in the process.

The meeting was called to order for the purpose of appointing a new Chairperson for the Zoning Board of Appeals. Before a nominee was given, Mark Patterson asked if all members were present. Jane Bowker announced that she had received word that Jordan Landry was in California and Kyle Landry was planning on attending this meeting. Mark Patterson heard through the “grapevine” that Jordan Landry had joined the Army. The decision was made “not” to appoint Jordan to the Chair since it was likely he may not be back to handle the responsibility. With that behind us Naila nominated Jane Bowker as Chairperson which was seconded by Mark Patterson. Shirley asked if there was anything that needed to be discussed regarding the nomination. Mark Patterson reiterated the feelings of other board members stating that Jane had done a good job as past Chairperson and felt she should continue as the Chairperson for the new year.

Shirley Sheesley confirmed that you can be Chairperson for three (3) years. Jane had served as Vice Chairperson for the first year and as Chairperson last year thus ending her first term as Chairperson. Shirley asked if there was anything else to be discussed. With nothing further, a vote was taken to reappoint Jane Bowker as Chairperson to the Zoning Board of Appeals. All in favor (4).

With the appointment of Jane Bowker, Shirley Sheesley turned the meeting over to Jane Bowker. Jane Bowker thanked all for their support and called for the appointment of the Vice Chairperson. Jim Wendel nominated Mark Patterson for Vice Chairperson. The nomination was seconded by Naila. Jane asked if there were any discussion. With

nothing further to discuss, a vote was taken to appoint Mark Patterson as Vice Chairperson. All in favor (4).

The next point of business was when Jane asked Shirley if she had anything else she would like to cover before moving the meeting forth. Shirley responded by asking all present if there were any training material needed or any manuals that might benefit the board for future appeals. Jane suggested bringing the Town Attorney back for a training session. Shirley advised we could do that or perhaps look at training material that might be available for assistance. Shirley further stated that we “typically” bring the Attorney in once a year and we did that back in July of 2008.

Jane Bowker asked Shirley about the By-Laws which Shirley quickly explained their function. Shirley stated that you cannot change the law but you can draft the By-Laws to reflect some of the needs of the board. As an example, “meetings will close promptly at 9:00 P.M”.

Mark Patterson asked if there were any By-Laws in their appointment package. Shirley explained there were not since the By-Laws of the past members were NEVER FORMALLY ADOPTED. Members present did express to Shirley they were interested in reviewing any past By-Laws. The CEO further stated that the original draft had problems and the Town Attorney would not approve them as submitted. Later, a clean draft of the By-Laws was submitted by the Town Attorney but never adopted by the board. Shirley concluded that she would send copies to the board so they could see what was laid out in the past.

Jane Bowker asked if there was anything else the board should discuss before calling for adjournment. Jim Wendel promptly spoke up to present his recommendation(s) for the “Application Process” and handed a copy to each of the members. Shirley stated once again that any amendment to the current process would need to be reviewed by the Town Attorney. Jim requested for all members to review his suggestions for later discussion.

Mark asked if there was a website where one might go for referral services that might aid the applicant in his/her research prior to going before the Zoning Board of Appeals. His belief is the more we can educate the applicant before they move forth on an appeal, the better prepared the candidate is for addressing the Board of Appeals.

Shirley volunteered to review Jim’s comments for possible recommendations and feedback, a necessary step going forth.

All agreed to take the above under consideration and to discuss at a future meeting. The month of April was suggested if there are no meetings scheduled beforehand.

With no further discussion, a motion was made to adjourn the meeting. The motion was seconded and the meeting was adjourned at 7:33 P.M.

