

**DRAFT**

**MINUTES OF BUSINESS MEETING  
HELD BY THE ZONING BOARD OF APPEALS  
LINCOLN CENTER HEARING ROOM  
JUNE 26, 2024**

**MEMBERS PRESENT:**

In Person: James R. Stevenson, Chair  
Robert Haley, Vice Chair  
Kevin Hood

**ALTERNATES PRESENT:**

In Person: Harun Ahmed, Sitting

**ABSENT:**

Sandra DeCampos, Secretary  
Edward Slegeski  
Linda Harris  
Gailyn Hill

**STAFF PRESENT:**

In Person: Megan Pilla, Principal Development Planner  
Electronically: James Davis, Zoning Enforcement Officer  
Nancy Martel, Recording Secretary

The Chair opened the Business Meeting at 7:30 PM.

**CONSIDERATION OF PUBLIC HEARINGS**

**HILLIARD MILLS LLC** – Application #VAR-0002-2024 – Request variances from Art. II, Sec. 19.05.01(b)(1) and 19.05.02(b) and (c) for certain structural flood proofing requirements for the historical rehabilitation of Hillard Mills Building #6 at 640 Hilliard Street, Industrial zone.

**MOTION:** Mr. Hood moved to approve the variance with the condition that it be reviewed for compliance with FEMA regulations by the Planning Department and Town Attorney.

Mr. Ahmed seconded the motion and all members voted in favor.

The reason for the approval is that the proposal passes the review of flood plain variance procedures of Art. II, Sec. 19.04.04.

**APPROVAL OF FEBRUARY 28, 2024 MINUTES: PUBLIC HEARING AND BUSINESS MEETING**

**MOTION:** Mr. Haley moved to approve the minutes as written. Mr. Ahmed seconded the motion and all members voted in favor.

**RECEIPT OF NEW APPLICATIONS**

There were no new applications.

**OTHER BUSINESS**

Ms. Pilla reported that there were no upcoming training opportunities.

Ms. Pilla reported that Planning Department staff have officially started the process of a comprehensive update to the zoning regulations. A consultant was hired and began this month. It will be a two-phase process. Each phase will take about 10 months. The first phase is the reorganization of the regulations. The second phase, beginning early 2025, would be any potential substantial changes to the regulations.

A discussion was held regarding members' thoughts on the process. Ms. Pilla acknowledged that, ideally, they would like to get away from paper, acknowledging that they may have to go board by board.

**MOTION:** Mr. Haley moved to close the Business Meeting.

The meeting was adjourned at 7:40 P.M.

I certify these minutes were adopted on the following date:

\_\_\_\_\_  
Date  
Chair

\_\_\_\_\_  
James Stevenson,

**NOTICE: A DIGITAL RECORDING OF THIS BUSINESS MEETING CAN BE HEARD IN THE PLANNING DEPARTMENT.**