

# TOWN OF MILFORD

## Office of Community Development

Planning • Zoning • Building Safety • Code Enforcement • Health  
Economic Development • Active Projects



### Administrative Review

**Date:** January 13, 2023  
**To:** Jason Plourde, Chair, Zoning Board of Adjustment  
**From:** Lincoln Daley, Community Development Director  
**Subject:** **ZBA Member Work Session**

The purpose of this work session is to provide additional training opportunities for members. Members will participate in a series of mock hearings, organized by staff and the Board Chair. The mock hearings will simulate actual public hearings on previous applications before the Board enabling members to understand the finer details of the public meeting administrative process, rules, and procedures. The mock hearings will also provide members the opportunity to understand how to apply and evaluate the applicable state and local criteria and requirements for each case.

The Board will be reviewing three cases: Special Exception – Wetland Buffer, Special Exception – ADU, and Variance – Multi-family. Members should review each case and come prepared to discuss. Staff would also encourage members to re-read the Board of Adjustment Rules and Procedures.