**Canaan Zoning Board Meeting**

7pm November 2, 2023 – Canaan Town Office

1. Confirm Quorum present (4 members) - Gail
2. Call Meeting to Order – Gail
3. Request to Approve September 21, 2023 Minutes – Gail
4. Inquiry – Variance requests in process? – Cheryl

Any need for hearing – law enforcement presence?

1. Zoning Board Member definition – where is “Planning Commission” defined (not in current town newsletter defining open positions nor on website)? - Gail
2. Town Plan Update Due Early 2025

Review Town Plan to determine Committee/Chair responsible parties – contact information

Establish specific Plan areas of responsibility where Zoning Board is identified – assign to Zoning Board members

1. Date of next meeting Tuesday December 12?

Zoom link?

1. Motion to Adjourn – lock up Town Office?