**Canaan Zoning/Planning Board Minutes Sept 21, 2023 7pm**

Present: Gail Fisher, Zach Brown, Julie Nadeau, Margaret Knapp, Robbie Kimball, Julie Giroux, Suzanne Phinney (remote)

7:05 Meeting called to order

Motion to approve board meeting from July 10th. 2023 made by Julie Giroux, 2nd by Suzanne Phinney, approved 6-0

Confirmed a quorum is 4 members

Reviewed Canaan Zoning Board work flow

Discussed where denied permits will be posted if appeal is submitted, town office, news in sentinel, town web page, Facebook, abutters

Discussed work flow to update Town Plan, due 2025, reach out to groups, email, send letters to update town plan, see if they met goals, set priority levels

Update pictures for town plan.

Meeting for town plan review, Nov 2, 2023 7pm, Board will review previous town plan page by page (will take several meetings)

Finished Town Plan needs to be submitted to Zach at Town Office by Jan 2025

Julie Giroux motioned to adjourn meeting at 8:05, 2nd by Julie Nadeau ,passed 6-0

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