



Fremont Board of Adjustment  
May 28, 2013  
Meeting Minutes  
Approved June 18, 2013

Members present: Chairman Doug Andrew, Member John (Jack) Downing and Alt/recording Secretary Meredith Bolduc.

Mr. Andrew opened the meeting at 7:00 pm.

At the August 25, 2009 meeting Mr. Andrew designated Alternate Meredith Bolduc to fill the vacancy on the Fremont Board of Adjustment until such time as the Selectmen have appointed someone to serve as a full Board Member to fill that vacancy. That appointment remains in effect.

#### MINUTES

Mr. Downing made the motion to accept the minutes of the April 23, 2013 meeting as written. Motion seconded by Mr. Andrew with unanimous favorable vote.

#### New business:

The Board reviewed and discussed the handout that was distributed at the “Basics for ZBA Decision Making Process” session at the May 11, 2013 Annual Office of Energy and Planning Conference. Issues discussed were:

- Procedures
- Relationship to other Boards Duties to applicants, abutters and the public
- Conflict of interest

The Board reviewed and discussed the handout that was distributed at the “Legal Updates” session at the May 11, 2013 OEP Conference. Issues discussed were:

- “Grandfathered uses”; changes and expansions
- SB 50 – Variance/Special Exception expiration (pending)
- SB 49 - Planning Board Appeals (pending)

## ZBA Meeting Minutes 05-28-13

The Board reviewed and discussed a question/answer document published by the Office of Energy & Planning. Issues discussed were:

- Conditions for a variance
- The difference between a variance and a special exception
- The order of board actions when both Planning Board and ZBA action is necessary
- Expansion of a non-conforming use
- Conditions or time limit attached to an approval
- Timing of a ZBA decision
- Votes on each individual finding
- Member disqualifications

### MEMBER

Mrs. Bolduc said she has spoken with a resident who may be interested in becoming a ZBA Member and she had hoped he may attend tonight's meeting, but maybe next month. This led to another discussion relative to the need for additional ZBA Members.

### CORRESPONDENCE

There was no incoming correspondence.

At 8:25 pm Mr. Downing made the motion to adjourn.  
Motion seconded by Mr. Andrew with unanimous favorable vote.

Next meeting: scheduled for June 18, 2013 as there will not be a quorum for the 4<sup>th</sup> Tuesday.

Respectfully submitted,

Meredith Bolduc, recording secretary

---