

TOWN OF BEDFORD
April 16, 2019
ZONING BOARD OF ADJUSTMENT
MINUTES

A regular meeting of the Bedford Zoning Board of Adjustment was held on Tuesday, April 16, 2019 at 7:00 p.m. in the Bedford Meeting Room, 10 Meetinghouse Road, Bedford, NH. Present were: John Morin (Chairman), Gigi Georges (Vice Chairman), Sharon Stirling, Kevin Duhaime, Melissa Stevens, Neal Casale (Alternate), Dave Gilbert (Alternate), Len Green (Alternate) and Karin Elmer (Planner 1).

Chairman Morin called the meeting to order at 7:00 p.m. and introduced members of the Board.

Approval of Minutes:

MOTION by Ms. Stirling to approve the minutes of the January 15, 2019 meeting of the Bedford Zoning Board of Adjustment as written. Mr. Duhaime duly seconded the motion. Vote taken - all in favor. Motion carried. (Ms. Stevens abstained.)

Election of Officers:

MOTION by Ms. Stirling to re-elect Mr. Morin as Chairman and Ms. Georges as Vice-Chair. Second by Mr. Duhaime. All in favor. (Mr. Morin and Ms. Georges abstained.)

New Business:

- Review proposed updates to the Zoning Board of Adjustment Rules of Procedure.

Ms. Elmer gave a brief overview of the proposed changes to the Rules of Procedure. Due to some recent changes in state law, the ZBA Rules of Procedure needed to be updated. Section 7.2.H of the Rules of Procedure is the section of the rules that deals with the latest law change. RSA 674:33 used to state a majority of the Board could vote on matters. The law now requires the concurring vote of any three members in order for the ZBA to take action on any matter. It also added the requirement that one voting method be used consistently for all applications.

As we were reviewing the document to make the required changes, it became apparent that additional minor updates were needed for consistency with state law and the

organization of the Board. It has been six years since the last revision and several minor changes were needed.

A few years ago, the town's Zoning Ordinance was re-codified resulting in changes to article and section numbers within the document. The current rules identify the duties of a recording secretary; however, the staff from the Planning Department now conducts all these tasks. The location of meetings has changed from the Town Office Building to BCTV and all legal updates needed to be completed.

Ms. Elmer stated if the Board approves all the changes this evening, a public hearing for the adoption of the revised rules will be scheduled for the May 21, 2019 meeting.

Mr. Green asked for clarification of the new law. Mr. Morin explained that we now need the concurring votes of any three members. If the Board has only 3 members at a meeting, the applicant still has the opportunity to ask the application be tabled to the next meeting in hopes of having a full board on which to vote.

MOTION by Mr. Green to post the revised rules as presented to be voted on at the May 21, 2019 meeting. Second by Ms. Stevens. All in Favor. Motion carried.

MOTION by Ms. Stirling to adjourn at 7:13pm. Second by Mr. Green. All in favor. Motion carried.

*Respectfully submitted by
Karin Elmer*