

**Westmoreland Zoning Board of Adjustment**  
**Unapproved Meeting Minutes**

*19 July 2023*

**Board Members Present**

Peter Remy, Nancy Ranson, Brian Merry, Alan Bell, Ernie Perham, Mark Terry

**ZBA Support Staff Present**

Vicki Reeder, Interim Clerk, Kaelyn Willette, ZBA Clerk

**Public Present**

Ryan Poling, applicant, John Snowdown, observer, Laurie Burt Zoning Administrator

**Minutes**

At 6:47 p.m., the board started by reviewing the minutes from the last meeting of the 21 June 2023. Mr. Terry asked if Mr. Remy had gotten a chance to discuss the 900 sf limitation with the planning board, Mr. Remy had not gotten the chance to yet. All land use boards will be meeting soon and will determine at that time. At 6:53 Ms. Ranson moved to accept the meeting minutes this motion was second by Mr. Terry. The board then discussed the Rules and Procedures and gave Ms. Willette the clerk corrections to complete.

At 6:57 Mr. Remy opened the public hearing and invited Ryan Poling to discuss his application for a Special Exception to build an Accessory Dwelling Unit. Mr. Poling then started discussing his ADU. Mr. Poling said that this ADU will have a standalone septic system and Chairman Remy made sure that Mr. Poling knew he need the necessary permits to install the septic system. The ZBA advised Mr. Poling to contact Larry Muchmore the building inspector to begin the permit process. Mr. Poling's ADU will be about 650 sf and is being built in the bottom section of his detached garage, and is the only ADU on the property.

Mr. Terry asked about the parking for Mr. Poling ADU. There will be enough space beside the garage for appropriate parking. Mr. Remy asked if it is a new building, Mr. Poling stated that the garage was built the same time as the house. Mr. Poling will reside in the ADU and rent out his 2 bedroom, 2 bath house.

At 7:04 Mr. Bell moved to accept Mr. Poling's application to construct an ADU at 206 Hurricane Road, Mr. Terry seconded the motion. The board unanimously approved Mr. Poling's application.

The public hearing concluded at 7:07 and the board continued the discussion of the Rules of Procedures. Mr. Bell discussed page 3 part 3 public hearing in the rules of procedure and stated that anyone who attends the meeting must have an equal amount of time to speak. Mr. Bell suggested to change the wording in the rules of procedures. Mr. Remy will work with Ms. Willette to change the rules of procedure.

Mr. Terry indicated that he may not be returning to the board next year depending on the work level entailed in the Community Power Committee. Chairman Remy noted that there are 6 full time board members which exceeds the limit of 5 full time board members. Mr. Terry suggested that he can become an alternate, Mr. Bell noted that Mr. Terry is the vice chairman of the ZBA. Mr. Perham nominated Mr. Bell to become vice chairman Ms. Ranson seconded. The board unanimously voted Mr. Bell as vice chairman of ZBA.

At 7:26 Mr. Terry motioned to adjourn the meeting Mr. Perham seconded. The board unanimously agreed and the meeting concluded.

Following the closure of the meeting a comment was made by Mr. Terry recommending that the meeting with the planning board should focus on the limitations of an ADU.

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