



City of Somerville
ZONING BOARD OF APPEALS
City Hall 3rd Floor, 93 Highland Avenue, Somerville MA 02143

15 JANUARY 2025 MEETING MINUTES

This meeting was conducted via remote participation on Zoom.

NAME	TITLE	STATUS	ARRIVED
Susan Fontano	Chair	<i>Present</i>	
Anne Brockelman	Vice Chair	<i>Present</i>	
Ann Fullerton	Member	<i>Present</i>	
Zachary Zaremba	Member	<i>Present</i>	
Brian Cook	Alt. Member	<i>Present</i>	
Sisia Daglian	Alt. Member	<i>Present</i>	

City staff present: Andrew Graminski (Planning, Preservation, & Zoning); Emily Hutchings (Planning, Preservation, & Zoning)

The meeting was called to order at 6:00pm and adjourned at 6:28pm.

Member Cook sat as the Acting Clerk.

GENERAL BUSINESS: Meeting Minutes

Following a motion by Acting Clerk Cook, seconded by Member Zaremba, the Board voted unanimously (6-0) to approve the 4 December 2024 and 18 December 2024 meeting minutes, as presented.

PUBLIC HEARING: 76-78 Powder House Boulevard (ZP24-000029)

(continued from 4 December 2024)

Following a motion by Acting Clerk Cook, seconded by Member Zaremba, the Board voted unanimously (6-0) to continue the hearing for 76-78 Powder House Boulevard (ZP24-000029) to 16 April 2025.

RESULT:

CONTINUED

Other Business: Board Elections

Member Brockelman nominated Orsola Susan Fontano as the Chair of the Zoning Board of Appeals. Ms. Fontano accepted the nomination. There were no other nominations.

Following a motion by Member Brockelman, seconded by Member Daglian, the Board voted unanimously (6-0) to nominate Orsola Susan Fontano as the Chair of the Zoning Board of Appeals.

Member Fullerton nominated Anne Brockelman as the Vice Chair of the Zoning Board of Appeals. Ms. Brockelman accepted the nomination. There were no other nominations.

Following a motion by Member Fullerton, seconded by Chair Fontano, the Board voted unanimously (6-0) to nominate Anne Brockelman as the Vice Chair of the Zoning Board of Appeals.

There was agreement to allow for the position of Clerk to be appointed at the beginning of each meeting. Member Cook agreed to help fill-in this role as needed and when appointed.

Other Business: Amendment to Board's Rules of Procedure and Policy

Staff explained that amendments to the Board's Rules of Procedure and Policy have been suggested based on changes that the administration has discussed, as well as changes the Planning Board has made to its Rules of Procedure and Policy. The Board reviewed the proposed amendments.

Following a motion by Member Cook, seconded by Vice Chair Brockelman, the Board voted unanimously (6-0) to approve the amendment to the Zoning Board of Appeals' Rules of Procedure and Policy.

Other Business: Re-Appointment Policy

Staff explained that this will be a multi-year process which will be undertaken alphabetically. Thus, this will not affect the Zoning Board of Appeals for likely many years. Board members may continue to serve until the administration gets to the process for this Board.

NOTICE: These minutes constitute a summary of the votes and key discussions at this meeting. To review a full recording, please contact the Planning, Preservation & Zoning Division at ZoningBoard@somervillema.gov