



**ACTION ZONING BOARD OF APPEALS**  
**Minutes of Meeting**  
**2/4/2020**  
**7:15PM**  
**Acton Town Hall**  
**472 Main Street**  
**Room 204**

Board of Appeals members in attendance: Ken Kozik, Adam Hoffman, R. Scott Robb  
Also present: Robert Hummel, Assistant Town Planner; Vivian Birchall, Administrative Assistant

**1. Opening**

Chair, Ken Kozik opened the meeting at 7:15 p.m.

**2. Regular Business**

**2.1 Approve previous meeting minutes**

After review of the 01/07/2020 minutes, Mr. Hoffman moved, and Mr. Robb seconded. The Board unanimously (3-0) approved the minutes.

**3 New/Special Business**

**ZBA 19-15 251 Pope Road - Special Permit continuation**

The Chair of the Board, Mr. Kozik, opened the public hearing at 7:18pm. He explained the public hearing process.

The applicant's attorney presented the additional information, as part of the application for a special permit to build an accessory apartment on a non-conforming lot in excess of the 15%. He showed images of the home at the time of purchase, the improvements done, to date and presented a 3D rendering of the architectural designs of the proposed project, including the engineer's calculations and location of the addition, in relation to abutting properties. The applicant's attorney explained that the proposed project would not be injurious to the neighborhood, and was in line with the Town's Master Plan.

The abutter at 255 Pope Road read the statement she had submitted stating that she did not have any more concerns regarding potential flooding, but raised concerns about reduction in her property value due to the loss of privacy when the applicant cut trees on their property; unpleasant view after the addition and shed installation; and the number of cars the applicant will park outside.

There being no questions from the board, Mr. Hoffman moved, Mr. Robb seconded to close the public hearing. The vote was unanimous  
(3-0). The hearing closed at 8:20pm

**Deliberation:**

After Board discussion, Mr. Hoffman moved and Mr. Robb seconded to grant the special permit, with conditions that the project be built substantially as presented at the meeting. The motion carried unanimously (3-0), at 8:25pm

**4 Administrative Updates**

Mr. Robb moved and Mr. Hoffman seconded to accept the decision for ZBA 19-14 application by the Acton Water District. The motion unanimously carried (3-0). The decision was signed.

The Board agreed to a 7:00pm start, on March 10, 2020 to accommodate the ZBA 20-1 Public hearing for 97 Parker Street

**5. Adjournment**

At 8:30PM, Mr. Robb moved and Mr. Hoffman seconded to adjourn the meeting. The motion was approved unanimously.

**Documents used during this meeting**

- Agenda
- Draft 01-07-20 Zoning Board of Appeals Minutes
- Application for a Special Permit for 251 Pope Road 251 Pope Road Additional Information
- Draft Decision 19-14 Acton Water District Variance
- Plans
- Special Permit Application Application
- Planning Department Memo
- Abutter's letter from Suzanne Steffens
- First Amendment to Memorandum of Agreement
- Piper Lane Agreement on Extension

**Link to docushare:** <http://doc.acton-ma.gov/dsweb/View/Collection-11667>

Respectfully Submitted,

Vivian Birchall  
Land Use Department