



**Minutes of Meeting**  
August 3<sup>rd</sup>, 2021  
**6:30PM**  
**Virtual (Zoom) meeting**

Board of Appeals members in attendance: Ken Kozik, Adam Hoffman, Scott Robb  
Staff Present: Kristen Guichard, Planning Director and Zoning Enforcement Officer, Kaila Sauer-  
Assistant Planner, Alicia Burak, Admin Assistant

**Opening**

Chair, Ken Kozik opened the meeting at 6:32PM. He read the guidelines for the virtual meeting. He called the roll. Ken Kozik- Aye, Adam Hoffman-Aye, Scott Robb- Aye

Mr. Kozik moved to enter into Executive Session at 6:33PM to discuss the appeal of Decision #21-2, 62-64 Pope Road (Misc. Action No. 21 MISC 000291) pursuant to Purpose 3 of the Open Meeting Law.

**Opening of Public Meeting**

Chair, Ken Kozik opened the meeting at 7:06PM. He read the guidelines for the virtual meeting. He called the roll. Ken Kozik- Aye, Adam Hoffman-Aye, Scott Robb- Aye

**I. Regular Business**

**1. Approve previous meeting minutes**

The meeting minutes for 7/6/21 were approved as written. Roll Call Vote: Ken Kozik-Aye, Adam Hoffman-Aye, Scott Robb -Aye

**2. Administrative Updates**

Adam Hoffman asked Kristen Guichard to confirm if the Town was in Safe Harbor.

**II. New/Special Business**

**1. 13 Independence Road- Special Permit**

Ken Kozik opened the public hearing at 7:12PM.

Applicant is seeking a special permit for a 1<sup>st</sup> floor addition to a ranch style home, on a non-conforming lot. The proposed project is to make the home handicap accessible by adding a two-car garage with a platform lift, a front entry ramp, a master bedroom and bathroom, an office, and basement. Jeff Kehm, Kehm Architects showed proposed plans and stated that the home will maintain character and will be consistent with the size of other renovated homes in the neighborhood. The addition will be added to the back of the house to minimize the massing from the street view.

Board Comments: Adam Hoffman asked about a two-story house across the street as to whether it was originally a ranch with an added addition. Applicant was unsure of the history but stated that the garage was a definite addition. Ken Kozik asked about the

architectural design and Jeff Kehm explained that the home with the proposed addition will have neutral colors and the brick veneer front will stay.

Public Comments: None

Adam Hoffman made a motion to close the public hearing at 7:39PM, Scott Robb seconded. Roll Call Vote: Ken Kozik-Aye, Adam Hoffman-Aye, Scott Robb- Aye

All members agreed that it was a well-presented plan that was sensitive to the neighboring homes.

All members agreed that the proposed special permit is not substantially more detrimental to the neighborhood as required in Bylaw section 8.1.5.

All members agreed that the proposed special permit met the mandatory findings set forth in Bylaw section 10.3.5.

Adam Hoffman motioned to grant the special permit at 7:44 subject to the condition of the proposed construction be completed as substantially presented during the meeting. Scott Robb Seconded. Roll Call Vote: Ken Kozik-Aye, Adam Hoffman-Aye, Scott Rob, Aye.

Adam Hoffman to write the decision.

## **2. ZBA 21-09 – Continued Public Hearing – 38 Nash Road Special Permit**

Ken Kozik opened the hearing at 7:46PM.

The Applicant presented the special permit request for an addition to a single family home on a non- conforming lot. The Applicant described the proposed project as a 29% increase, stating he wanted to add a mudroom to the first floor and expand the master bedroom by 12 feet over the mudroom including a laundry room and converting a half bath to a full bath. Also to expand the kitchen out, and add a small office bump out (16 ft) to the first floor (off of the 12 foot mudroom). He Stated the house is a 1953 cape that is very compartmentalized and was looking to make it more functional for his family as he now works from home. Believes it fits in with the character of the neighborhood and several houses in the neighborhood have had similar additions. Ken Kozik asked for pictures of the present house and what is being proposed. He did not have pictures but showed the architectural plans and dimensions.

**Public Comments:** None

**Board Comments:** Chair, Ken Kozik asked the applicant if he read the Health Dept Memo from May17th which stated the home is permitted for 3 bedrooms and some of the labeled rooms from the diagram show that 2 rooms met the definition of a bedroom due to the closets. Applicant explained that they will not be adding a closet to the office, and can use shelves in the mudroom instead of a closet. Adam Hoffman asked if the exterior will look similar to what it looks like now and that applicant said yes.

Adam motioned to close the public hearing at 8:00PM. Scott Rob seconded. Roll Call Vote: Ken Kozik-Aye, Adam Hoffman- Aye, Scott Robb-Aye

Adam Hoffman And Scott Robb agreed that the special permit request does not increase the non-conformity. Ken Kozik disagreed, but all members agreed that the proposed special permit is not substantially more detrimental to the neighborhood as required in Bylaw section 8.1.5

All members agreed that the proposed special permit met the mandatory findings set forth in Bylaw section 10.3.5.

Adam Hoffman motioned to approve the special permit at 8:04PM, subject to the addition being substantially built as shown and described in the documents. Scott Robb Seconded. Roll Call Vote: Ken Kozik-Aye, Adam Hoffman-Aye, Scott Robb-Aye

Ken Kozik to write decision.

Adam Hoffman motioned to close the meeting at 8:07PM. Scott Robb Seconded. Roll Call Vote: Ken Kozik-Aye, Adam Hoffman-Aye, Scott Robb-Aye.

Respectfully Submitted,

Alicia Burak

**Documents used during this meeting**

8.3.21 ZBA Agenda  
DRAFT-07-06-21 ZBA Minutes Draft #1

**13 Independence Road Application Materials as follows:**  
13 Independence RD 300FT

13 Independence Rd Accountable Mailing  
A1-A6  
Application  
EX1  
EX2  
ZBA- How To Participate Remotely  
Stamped and Signed ZBA Extension 13 Independence RD  
20-10- 13 Independence Road- Planning Department Memo 6-29-21  
Sheryl Ball Email

**38 Nash Road Application Materials as follows:**

Accountable Mailings  
  
Application  
  
Plot Plan  
  
ZBA- How To Participate Remotely  
  
38 Nash Rd Extension Agreement 7-13  
  
Extension Agreement Signed-Stamped 38 Nash RD  
  
Legal Notice  
  
21-09 -38 Nash Road- Planning Department Memo  
  
38 Nash Road  
  
Sheryl Ball Email 38 Nash Rd