



**Minutes of Meeting**  
October 5<sup>th</sup>, 2021  
**7:30PM**  
**Virtual (Zoom) meeting**

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

**Opening**

Chair, Ken Kozik opened the meeting at 7:30PM. He read the guidelines for the virtual meeting. He called the roll. Ken Kozik- Aye, Adam Hoffman-Aye

**I. Regular Business**

**1. Approve previous meeting minutes**

Previous minutes to be approved at the next meeting on 11/9/2021.

**2. Administrative Updates: None**

**II. New/Special Business**

**1. ZBA 21-11 – Public Hearing – 5 Strawberry Hill Rd Variance**

The hearing was continued without deliberation to 11/9 at 7:30PM.

**2. ZBA 21-12 – Continued Public Hearing – 362-364 Main St Comprehensive Permit (40B)**

Chair, Ken Kozik opened the public hearing at 8:00PM.

Chair, Ken Kozik confirmed with the applicant that they wanted to continue with the public hearing even though a board member is absent and no decision would be made at tonight's meeting.

Peter Berry, Acton Housing Authority spoke about the need of elderly housing in Acton and pointed out that 91% of people at town meeting voted in favor of the proposed project.

Attorney Mark Bobrowski, Erin Joyce of Joyce Consulting Group, and Phil Reville of Winslow Architects discussed the GCG peer review report, and the staff report that provided responses from the applicant.

Board Comments: Adam Hoffman and Ken Kozik took a straw vote for granting the permit with conditions. Both board members agreed that there is a possibility of granting the

permit with conditions with further discussion at the next meeting. The Planning Division agreed to draft an approval with conditions for the meeting on 11/9/21.

Mr. Bobrowski offered to assist with drafting the decision. Board members accepted his offer.

Mr. Hoffman requested more information to be presented at the next meeting of what the profile of an average resident, including their activity level.

Mr. Hoffman motioned to continue the hearing to November 9, 2021 at 8:00PM. The motion was seconded by Chair Ken Kozik and was approved unanimously. (Roll call vote, Adam Hoffman, Aye; Ken Kozik, Aye).

Mr. Hoffman motioned to close the meeting at 9:10PM, Mr. Kozik seconded. (Roll call vote, Adam Hoffman, Aye; Ken Kozik, Aye).

Citizen Comments: Paulette, Acton Resident, stated her support of the proposed project.

**Materials Used at the Meeting:**

<http://doc.acton-ma.gov/dsweb/View/Collection-13050>

**10/05/2021 Agenda**

**Minutes for 07/14/21**

**ZBA- How to participate remotely**

**362-364 Main Street Application Materials as follows:**

**210924 Acton Main Street ZBA Hearing #21-12 Comments and Responses**

**2184- Acton Main Street Senior Residence Peer Review Comments 092821\_WAI AE Team responses**

**362-364 Main St 300 FT**

**AHA Comprehensive Permit Application as Filed**

**Appendix 3.15 Traffic Report**

**Complete Plan Set for Main Street**

**Legal Ad**

**Alissa Nichol Email 9-14-2021**

**Public Comment 9-20-21**

**362-364 Main Street-Comprehensive Permit 8.31.21**

**362-364 Main Street Comprehensive Permit-Planning Memo 9-9-21**

**AWD Comments 8-31**

**Building Dept Comments 8-31-21**

**COA Board Letter to Zoning Bd 091421**

**Health Dept Comments 8-31-21**

**GCG Memo 1**

**2184- Acton Main Street Senior Residence Peer Review Comments 09-28-21**

**5 Strawberry Hill Rd Application Materials as follows:**

**ZBA Variance Application- Concord Brewery, Inc (Rapsallion Table & Tap)  
(7.27.21)**

**Legal Ad**

**Legal Notice**

**21-11 -5 Strawberry Hill Rd-Planning Department Memo- 9-30-21**

**AWD Comments 8-4-21**

**Engineering Comments 9-22-21**