

**ZONING BOARD OF APPEALS
MEETING MINUTES
October 28, 2020**

[Note: This meeting was held remotely using GoToMeeting]

Members Present: Jim Reinke, Chair; Jim Buckley, Vice Chair; Vaughn Hathaway, Kurt Parliment

Members Absent: N/A

Alternate Members Present: Richard Johnston

Staff Present: Michelle Buck, Town Planner

Meeting Time: 6:00PM

Agenda:

1. **Public Hearing, Special Permit**
392 Henshaw Street, Accessory structure in front yard setback, Applicant: Thomas Lefebvre, *continued*
2. **Approval of Minutes:**
 - October 14, 2020
3. **Correspondence/General Board Discussion:**
 - Miscellaneous Updates
4. **Adjourn**

Mr. Reinke called meeting called to order at 6:00PM

392 Henshaw Street, Special Permit

Voting Members: Jim Reinke, Chair; Jim Buckley, Vice Chair; Vaughn Hathaway, Kurt Parliament, Richard Johnston, Alternate Member

The applicant submitted an email request to withdraw their Special Permit application. Ms. Buck recommends that the Board votes to accept the request for withdrawal without prejudice and close the Public Hearing.

Motion: Mr. Hathaway moved that the Board accept the request for withdrawal without prejudice for the Special Permit for the property at 392 Henshaw Street

Second: Mr. Parliment

Discussion: None

Roll Call Vote: All in favor (5-0-0)

Motion: Mr. Johnston moved to close the hearing

Second: Mr. Parliment

Discussion: None

Roll Call Vote: All in favor (5-0-0)

Approval of Minutes:

Mr. Hathaway states that the voting members should be listed.

October 14, 2020

Motion: Mr. Johnston moved to approve the minutes for October 14, 2020

Second: Mr. Hathaway

Discussion: None

Roll Call Vote: All in favor (5-0-0)

Correspondence/General Board Discussion:

Staffing:

Ms. Buck states the new Health Agent [Francis Dagle] started on Monday. The current Health Agent will remain on board until mid-December for Title V and we will have nursing services through the Worcester Health Alliance until the end of December. The new Building Inspector [Michael Silva] was appointed and will start on November 9, 2020.

25 Pleasant Street

We received a Special Permit application for 25 Pleasant Street for a 2-family structure. The applicant will be amending their application because they also need a Special Permit to exceed the impervious limit under the Water Resources Protection Overlay District. Their plan is to supplement their application that so we can do a combined hearing.

Motion to Adjourn: Mr. Johnston

Second: Mr. Parliment

Discussion: None

Roll Call Vote: All in favor (5-0-0)

Meeting Adjourned at 6:20PM

Respectfully submitted,
Tiffany Peters, Department Assistant

Documents included in meeting packet or otherwise sent to ZBA in advance of the meeting:

- Agenda
- Memo to the Board from the Town Planner
- Public Hearing Notice for the Special Permit for 392 Henshaw Street
- Required Findings for ZBA Special Permits Form
- Special Permit Application for 392 Henshaw Street
- Unofficial site plans for 392 Henshaw Street
- Garage plans for 392 Henshaw Street
- Letter from the Town Planner to the applicant dated 9/10/2020
- Letter from the applicant to the Town Planner received 9/16/2020
- Email from abutter to the Department Assistant dated 10/6/2020
- Email from abutter to the Department Assistant dated 10/7/2020
- 14 photos submitted by an abutter
- Meeting minutes from 10/14/2020

Documents submitted at meeting: None

