



Office of
ZONING BOARD OF APPEALS
272 Main Street
Townsend, Massachusetts 01469
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William Cadogan, *Chair*
Darlene Sodano, *Vice-Chair*

Kelly Chambers, *Clerk*
Craig Stevens, *Member*

Anthony Genova, *Member*
John Giunta, *Associate member*

MEETING MINUTES
August 26, 2015 at 6:00 p.m.
Room 2

1.0 Preliminaries

- 1.1 Call the meeting to order:** Chairman Cadogan opened the meeting at 6:05pm.
- 1.2 Roll Call:** Present were Members Bill Cadogan (BC), Darlene Sodano (DS), Craig Stevens (CS), Tony Genova (TG), and Kelly Chambers (KC) and Associate member John Giunta (JG). Also present was Administrative Assistant Karen Chapman.
- 1.3 Topics not reasonably anticipated by the Chair 48 hours in advance of the meeting:**
 - 4.6 Letter from Bldg Commissioner to Michael Polowski at 85 Tyler Rd
 - 4.7 Planning Board decision for 12 Ball Road Cell Tower Renewal
- 1.4 Review & approve minutes: 4/29/15:** DS moved to approve the minutes of 4/29/15 as written. CS seconded with all voting in favor.

2.0 Hearings/Appointments/Work Sessions:

- 2.1 Public Hearing – 352 Main Street – Keith & Mary Letourneau - Special Permit or Variance under Zoning Bylaw §§145-26B, 145-65 or 145-66 and/or an Appeal under Zoning Bylaw §§145-64 of the Building Commissioner’s letter dated July 15, 2015.**

The applicant is proposing to use an existing kennel to house stray animals picked up by the Animal Control Officer. BC opened the public hearing at 6:06pm. BC read the legal notice. Present for the applicant were Keith and Mary Letourneau. Ms. Letourneau gave a summary of the application and the need for a commercial kennel. BC read the mandatory referrals. The Board discussed the opinion from Town Counsel. BC read the Building Commissioner’s letter dated July 15, 2015.

The Board considered the petition in light of the statutory criteria and Townsend Zoning Bylaw requirements, and found as follows:

1. Several residents were in attendance and all who spoke were in support of the applicant.
2. The property is located in the Outlying Commercial District between a restaurant and a veterinary office.
3. The Outlying Commercial District is designed to accommodate the widest range of permitted commercial activities.
4. The existing kennel has been on the property since approximately 1994.
5. The applicant has a license to kennel 10 dogs through the Town Clerk and is the Town’s Animal Control Officer.
6. The proposed activity is considered services not primarily related to goods or merchandise and is allowed under §145-29B(5).
7. Any stray animals taken to the property cannot remain on the property for more than seven days pursuant to State Law.

8. This application will be treated as an appeal of the Building Commissioner's letter of decision dated July 15, 2015.

DS moved to overrule the Building Commissioner's decision and to authorize the Building Commissioner to issue a permit for a commercial kennel at 352 Main Street. CS seconded the motion, with a roll call vote as follows: TG=yes, DS=yes, CS=yes, BC=yes, KC=yes. The motion carried.

3.0 General Business:

- 3.1 Mandatory Referral from Planning Board re: 18 Main St--Site Plan Review Special Permit.** Commented "Competition will be good for the town".
- 3.2 Discuss and vote on reappointment of Darlene Sodano as a Member for a term to expire 6/30/20.** TG moved to recommend Darlene Sodano as a Member for a term to expire 6/20/20. KC seconded with all voting in favor.
- 3.3 Discuss and vote on reappointment of John Giunta as Associate member for a term to expire 6/30/16.** TG moved to recommend John Giunta as an Associate Member for a term to expire 6/30/16. KC seconded with all voting in favor.
- 3.4 Discuss and vote on new officers for FY16.** TG moved to keep BC as Chairman and DS as Vice-Chairman and to appoint KC as Clerk for FY16. CS seconded with all voting in favor.

4.0 Correspondence:

- 4.1 Memo from Planning Board re: Locke Brook Run OSMD Permit Extension.** Noted.
- 4.2 Data from Transformations, Inc. re: Coppersmith Way 40B Development Built Living Area Calculations to comply with ZBA Settlement Agreement of 6/25/2008.** Noted.
- 4.3 Plan changes on CD from SMMA, engineer for the new NMRSD High School Project.** Noted. BC took CD home to look at plans.
- 4.4 Letter from Bldg Commissioner to Christopher Aldrich at 49 Brookline Road.** Noted.
- 4.5 Letter from Bldg Commissioner to Cherylann Wheeler at 270 Wallace Hill Road.** Noted.
- 4.6 Letter from Bldg Commissioner to Michael Polowski at 85 Tyler Rd.** Noted.
- 4.7 Planning Board decision for 12 Ball Road Cell Tower Renewal.** Noted.

5.0 Schedule

Next meeting: September 9, 2015 @ 6:00pm – Special Permit Hearing

6.0 Adjournment

CS moved to adjourn at 7:07pm. DS seconded with all voting in favor.

Minutes taken and transcribed by Karen Chapman.

All materials used in this meeting can be found in the files of the Town Clerk and/or Zoning Board of Appeals.