

**Zoning Board of Appeals
Meeting Minutes
September 13, 2022**

PRESENT

Michael Sheehan, Chair
Benjamin Beutel
Shannon Greenwell
Rachel Churchill

Sarah Bouchard, Assistant Town Planner

CALL TO ORDER

The meeting was called to order at 7:00 P.M.

PUBLIC HEARINGS

Case No: 22-17, 28 Hickory Road, Request for Special Permit Under §5.4.4

Daniel Fonseca, 86 Beacon St., Lawrence, spoke on behalf of the applicant. They were looking to add a second floor to the existing, nonconforming structure. The proposed second floor addition would add 1,152 square feet to the existing home, with a height of 31.2 feet. The applicant was also looking to remove the existing deck and replace it, as well as add a bulkhead to the basement.

Mr. Sheehan opened up the floor for discussion amongst the Board members. Ms. Churchill questioned if the proposed new bulkhead was within the existing setback requirement. Mr. Fonseca clarified the bulkhead would remain within the side yard. Ms. Bouchard commented that bulkheads did not apply to setback requirements.

MOTION I to close the public hearing made by Shannon Greenwell. Seconded by Benjamin Beutel.

Roll Call Vote:

Benjamin Beutel: **Yes**
Shannon Greenwell: **Yes**
Rachel Churchill: **Yes**
Michael Sheehan: **Yes**

Result: 4-0-0 (Motion Passed)

MOTION II to approve the special permit for both the side setback and the height, acknowledging it will be a foot over, and for the increased living space, as presented, made by Shannon Greenwell. Seconded by Benjamin Beutel.

Roll Call Vote:

Shannon Greenwell: Yes

Rachel Churchill: Yes

Benjamin Beutel: Yes

Michael Sheehan: Yes

Result: 4-0-0 (Motion Passed)

Case No: 22-21, 32 Broadway, Request for Special Permit Under §5.2.1

Tim Cranston, Bohler Engineering, 352 Turnpike Rd., Southborough, spoke on behalf of the applicant, McDonald's USA LLC. The applicant was looking to modify the existing drive-thru by adding a second drive-thru lane. The second lane would create more efficiency by lowering the volume of cars in the queue outside, as well as wait times. If approved, the existing drive-thru lane would be moved slightly back, with the second lane adjacent. The proposed modification would result in the loss of 18 parking spots on the site, however there would still be 45 parking spots in the lot.

Ms. Greenwell wondered if cars would still be able to pass around the drive-thru, and if the proposed second lane would change the flow of traffic on the site. Mr. Cranston stated that the proposed second lane would not change circulation on the site.

Mr. Sheehan questioned plywood or wooden wall jutting off of the concrete wall at the back of the McDonald's site. Mr. Cranston was not aware of the structure Mr. Sheehan was referring to.

Ms. Greenwell also wondered if lighting conditions on the site would change at night, and if that would affect the neighborhood. Mr. Cranston stated that there would be no changes to site lighting. He added that the menu boards dim at night time to reduce brightness. Ms. Greenwell also asked if adding a two lane drive-thru was due to congestion on the site, or best practice for the company, to which Mr. Cranston responded the latter.

Mr. Sheehan asked Ms. Bouchard if this special permit request violated any special permits placed on the property by the Planning Board. Ms. Bouchard confirmed that the changes to the site plan would require the applicant to return to the Planning Board for modification of the site plan approval that was previously granted.

MOTION I to close the public hearing made by Shannon Greenwell. Seconded by Rachel Churchill.

Roll Call Vote:

Benjamin Beutel: Yes

Shannon Greenwell: Yes

Rachel Churchill: Yes

Michael Sheehan: Yes

Result: 4-0-0 (Motion Passed)

MOTION II to approve the special permit for the second drive-thru window as presented, under the condition that the applicant goes through the appropriate Planning Board process made by Shannon Greenwell. Seconded by Benjamin Beutel.

Roll Call Vote:

Rachel Churchill: Yes
Shannon Greenwell: Yes
Benjamin Beutel: Yes
Michael Sheehan: Yes

Result: 4-0-0 (Motion Passed)

Case No: 22-20, Fairview Road Map 3 Block 6C Lot 44A, Request for Variance Under §4.1.4.2 and §4.1.1

MOTION to continue the public hearing to the October 25, 2022 meeting, 7:00 P.M. at the Norwood Senior Center made by Benjamin Beutel. Seconded by Rachel Churchill.

Roll Call Vote:

Benjamin Beutel: Yes
Shannon Greenwell: Yes
Rachel Churchill: Yes
Michael Sheehan: Yes

Result: 4-0-0 (Motion Passed)

Case No: 22-19, 41 Chapel Court, Request for Variance Under §5.3.3

MOTION to continue the public hearing to the October 25, 2022 meeting, 7:00 P.M. at the Norwood Senior Center made by Shannon Greenwell. Seconded by Rachel Churchill.

Roll Call Vote:

Benjamin Beutel: Yes
Shannon Greenwell: Yes
Rachel Churchill: Yes
Michael Sheehan: Yes

Result: 4-0-0 (Motion Passed)

OTHER BUSINESS

Informal Discussion of Draft Rules & Regulations

The Board discussed opening discussion of the Draft Rules & Regulations at the October 25, 2022 meeting. The Board agreed to place that on the October agenda.

Ms. Bouchard added that the Board should consider having formal or informal Building Department review or involvement as a part of the Rules & Regulations. The group weighed the pros and cons of formal or informal involvement from the Building Department.

Mr. Sheehan questioned Norwood's ZBA fees compared to other municipalities. Ms. Bouchard stated that the group had reviewed a peer study, and the Board that reviewed the study felt comfortable with raising the fees, and the Board could raise fees as a part of the new Rules & Regulations.

Approval of Meeting Minutes: 5/3/22

MOTION to approve the minutes from the May 3, 2022 meeting made by Shannon Greenwell. Seconded by Benjamin Beutel.

Roll Call Vote:

Benjamin Beutel: **Yes**

Shannon Greenwell: **Yes**

Michael Sheehan: **Yes**

Rachel Churchill: **Abstained**

Result: 3-0-1 (Motion Passed)

Administrative Updates

Staff on the Land Use Boards were planning to attend training specific to their Boards. They were also looking to have training with Town Counsel.

ADJOURNMENT

MOTION to adjourn the meeting made by Benjamin Beutel. Seconded by Shannon Greenwell.

Roll Call Vote:

Benjamin Beutel: **Yes**

Shannon Greenwell: **Yes**

Rachel Churchill: **Yes**

Michael Sheehan: **Yes**

Result: 4-0-0 (Motion Passed)

The meeting was adjourned at 7:50 P.M.

Minutes respectfully submitted by Emily Manning