

**Zoning Board of Appeals  
Remote Participation, Zoom Video Conference Call  
Meeting Minutes –April 26, 2023**

**Members present:** Chair John Lally, Linda Walsh and Danielle Button

**Staff Members Present:** Zoning and Licensing Agent Karyn Flynn

The meeting was called to order by Chair John Lally at 7:03 pm. Ch. Lally gave a brief description of the proceedings, including a description of instructions for remote participation by the public. All those present for the meeting who anticipated giving testimony were sworn in.

**Address: 200 Burgess Avenue**

**Petitioner: Carl J. Swahn**

**Project:** Special Permit pursuant to the Westwood Zoning Bylaw Sections §4.5.3.2.3 [Alterations of Nonconforming Structures]. The Petitioner proposes to remove a front porch from the existing single-family residence and construct a new larger covered porch in its place. The construction of the covered porch is at 33.6' from the front lot line where 40' is required. The existing lot and structure are both nonconforming. The lot lacks sufficient frontage and area. The existing structure is located 18.5' from each side setback while 20' is required, and 35.6' from the front lot line where 40' is required. The property is located in the Single Residence C (SRC) zoning.

Ch. Lally read the public hearing notice and asked if the applicant was in attendance. Carl J. Swahn introduced the project as removing a 6 X 21 sq. ft. porch to replace with 8 X 35 sq. ft covered porch and adding railings to the stairs. He stated the lot is nonconforming and the new covered porch will be 33.6 sq. ft. from the front property line.

Ch. Lally asked the reason for the porch renovation. Property owner Greg Randolph said the existing porch is rotted in some places and unsafe. They are also adding railings on porch stairs to make it easier for elderly relatives to enter the home. Ch. Lally asked if there was any other work being done to the home that changes the footprint. Mr. Swahn stated no changes to the footprint, but changing siding and a new roof at the same time. Ch. Lally then asked if the architecture was in keeping with the existing home and homes in the neighborhood. Mr. Randolph stated that the new porch is very much in keeping with the home's architecture and that the big difference is that railings are being added to the stairs.

Ch. Lally then asked Ms. Walsh if she had any questions. Ms. Walsh asked if not having railing on the porch and only on the stairs met code. Mr. Swahn said because of the height of the porch, Building Code doesn't require railings on the porch or stairs. Ms. Walsh stated there was one step to get into the house, and asked if the front stairs where the only way to access the porch. Mr. Swahn said that is correct.

Ch. Lally then asked Ms. Button if she had any questions. Ms. Button asked if there were any comments from abutters. Ms. Flynn stated there were not.

Ch. Lally asked Ms. Flynn to open up the hearing to public comment. Ms. Flynn stated that there were no raised hands among the attendees and no comments in the Question & Answer queue. Ch. Lally declared the hearing closed.

*Ms. Walsh moved that the Westwood Zoning Board of Appeals grant the special permit pursuant to Westwood Zoning Bylaw Section §4.5.3.2.3 [Alterations of Nonconforming Structures]. The Motion was seconded by Ms. Button. Ch. Lally called a roll call vote; the Board voted unanimously via roll call to grant the Petitioner's request for a Special Permit.*

**Address: 16 Hillview Terrace**

**Petitioner:** Scott Klebanoff and Mary Jenkins

**Project:** Special Permit pursuant to the Westwood Zoning Bylaw Section §4.5.3.2.2 [Alterations of Nonconforming Structures-Vertical Extension]. The Petitioners propose to construct a second story addition to an existing single-family home. The existing structure is nonconforming as it violates the rear and both side setbacks. At the rear the house located 19.1' from the lot line where 30' is required. The south side set back is 14.8' and the north side setback is 11.3', where both require 15'. The lot is nonconforming as it lacks frontage, area and width. The foot print of the structure will remain the same. The property is located in the General Residence (GR) zoning.

Ch. Lally read the public hearing notice and asked if the applicant was in attendance. Scott Klebanoff introduced himself and began to discuss his project. He stated that his family moved into Westwood in 2017 and their family is expanding. He stated they love the Town and their neighborhood and think to be able to stay a renovation makes the most sense. Mr. Klebanoff said they sent out letters to their neighbors describing their project and alerting them to the public hearing. They got all but one back in favor of the project and no complaints. They did have a discussion with their direct neighbor about privacy with their pool. Mr. Klebanoff said that they would be redesigning the windows on that side of the house to be higher up and have pledged to clean the neighbor's pool area should there be any debris from construction up to a reasonable cost.

Architect David Sharff stated that the existing home is approximately 1000 sq. ft. The attic has very low head room, and the staircase access is too narrow and steep. He stated the plan is to add two bedrooms and a bath addition over the existing first floor. He also stated that the overall design is to keep the Nantucket style dormered Cape Cod architecture and the footprint of the building will remain the same.

Ch. Lally asked when the home was built. Mr. Sharff stated in the 1940's. Ch. Lally stated that he drove by the project and agreed the only option would be to go up. Ch. Lally then asked Ms. Button if she had any questions. Ms. Button stated that she did not, but praised the applicants on their thorough presentation and the extent they reached out to their neighbors.

Ch. Lally then asked Ms. Walsh if she had any questions. Ms. Walsh asked how many cars could be parked on site. Mr. Klebanoff stated two car garage two in the driveway. Ms. Walsh then said she also wanted to say it was a very thorough presentation.

Ch. Lally stated there was one more comment about a shed in the rear of the property being too close to the property line and asked Ms. Flynn to comment. Ms. Flynn stated the existing shed was over the side property line and would need to be moved to be totally on the petitioner's property and meet the side and rear setbacks for a detached structure which would be 3' from the side and rear property lines. Ch. Lally stated that moving the shed would be a condition of the decision. Mr. Klebanoff said it is on a stone foundation and he didn't know how expensive it would be to move. Ms. Walsh asked if it could be decided by the neighbors. Ms. Flynn stated it is a zoning issue and asked for the Board to leave it up to the Building Commissioner's determination. Ms. Flynn asked Mr. Klebanoff to send some pictures of the shed to share with the Building Commissioner to aid him in making his determination.

Ch. Lally asked Ms. Flynn to open up the hearing to public comment. Ms. Flynn stated that there were no raised hands among the attendees and no comments in the Question & Answer queue. Ch. Lally declared the hearing closed.

*Ms. Button moved that the Westwood Zoning Board of Appeals grant the special permit pursuant to Westwood Zoning Bylaw Section §4.5.3.2.2 [Alterations of Nonconforming Structures-Vertical Extension]. The Motion was seconded by Ms. Walsh. Ch. Lally called a roll call vote; the Board voted unanimously via roll call to grant the Petitioner's request for a Special Permit.*

**Vote to Approve Meeting Minutes**

Ch. Lally stated that the minutes for March 8, 2023 meetings were completed and ready for approval.

*Ch. Lally moved that the Westwood Zoning Board of Appeals approve the meeting minutes from the March 8, 2023 meeting. The Motion was seconded by Ms. Walsh. Ch. Lally called a roll call vote; the Board voted two (2) votes in favor and one (1) abstention via roll call to approve meeting minutes from the March 8, 2023 meetings.*

**Vote to Adjourn Hearing**

On a motion by Ms. Walsh, seconded by Ch. Lally, the Board voted unanimously on a roll call vote to adjourn the meeting at 7:39 pm.

**List of Documents:**

200 Burgess Avenue

- Zoning Board application; plans and associated attachments

16 Hillview Terrace

- Zoning Board application; plans and associated attachments