

**Zoning Board of Appeals  
Remote Participation, Zoom Video Conference Call  
Meeting Minutes –January 18, 2023**

**Members present:** Chair John Lally, Michael McCusker and Linda Walsh

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

The meeting was called to order by Chair John Lally at 7:01 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: 244 Farm Lane**

**Petitioner:** Cutting Edge Homes, LLC, appearing Sean Cutting

**Project:** Special Permit pursuant to the Westwood Zoning Bylaw Sections §4.3.3.12 [Accessory Uses – Accessory Apartments] and §8.5 [Accessory Apartments]. The Petitioner proposes to construct an accessory apartment addition attached to the rear of the existing single-family residence. The property is located in the SRE (Single Residential E) zoning district.

Ch. Lally read the public hearing notice and asked if the applicant was in attendance. Sean Cutting of Cutting Edge Homes, Inc. introduced himself and the project architect Alix Israel to the Board. Mr. Cutting stated that their application seeks zoning relief to build an 897 sq. ft accessory apartment addition to the rear of the existing home. The apartment consists of a bedroom, kitchenette, bathroom and living area. He stated the proposed accessory unit meets all zoning setbacks and accessory apartment regulations. Mr. Cutting stated that the one-story addition will match the architecture and use the same materials of the existing home. He stated that the home owners will be using the space for a parent and they have spoken with direct neighbors and there is no opposition.

Ms. Israel displayed project plans and discussed the one-story addition and how the owner's mother would be occupying the new apartment. She stated that the addition is not visible from the street and the owner would be adding some landscaping.

Ch. Lally asked what the square footage of the addition would be. Ms. Israel stated 897 sq. ft. Ch. Lally then asked about parking for the addition. Ms. Israel stated the project will also include a garage bay addition that can be built by-right for the extra car. Ch. Lally asked if the existing home is the main residence of the property owners. Ms. Israel said it was. Ch. Lally confirmed that egresses were adequate. Ms. Israel stated that two doors and windows meet the requirement. Ch. Lally asked if there was going to be any grading to the lot. Mr. Cutting said that the lot was very flat in the area of the addition and that they had gone through Conservation and are awaiting their Order of Conditions. Ch. Lally indicated that there was a note from the Planning Board regarding a slope change in a small area of the lot. Mr. Cutting displayed a comment from the Building Commissioner in the Building Department electronic application for 244 Farm Road from earlier in the day that read:

"Although there is a small area that exceeds the 15% maximum grade which would normally require an earth material movement by law hearing. I consider the amount and the possible impact on adjacent properties to be de minimis and not requiring a filing with the Planning Board".

Ch. Lally said he will leave that determination to the Building Dept. and the Planning Board, and include any conditions in the Zoning decision.

Ch. Lally asked Ms. Walsh if she had any questions. Ms. Walsh asked if there was separate entrance into apartment from the garage. Mr. Cutting displayed the floor plan and indicated the door from the garage enters into a mudroom with two doors, one for the apartment and the other to the main home. Ms. Walsh Stated she had no other questions. Ch. Lally asked Mr. McCusker had any question and he stated the he did 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.

*Mr. McCusker moved that the Westwood Zoning Board of Appeals grant the special permit pursuant to Westwood Zoning Bylaw Section §4.3.3.12 [Accessory Uses – Accessory Apartments] and §8.5 [Accessory Apartments]. 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 December 14, 2022 meetings were completed and ready for approval. *Ch. Lally moved that the Westwood Zoning Board of Appeals approve meeting minutes from the December 14, 2022 meeting. The Motion was seconded by Ms. Walsh. Ch. Lally called a roll call vote; the Board voted unanimously via roll call to approve meeting minutes from the December 14, 2022 meetings.*

**Vote to Adjourn Hearing**

On a motion by Ch. Lally, seconded by Mr. McCusker, the Board voted unanimously on a roll call vote to adjourn the meeting at 7:22 pm.

**List of Documents:**

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| 244 Farm Lane <ul style="list-style-type: none"><li>• Zoning Board application; plans and associated attachments</li></ul> |
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