



*Town of Pepperell*  
**BOARD OF APPEALS**  
One Main Street  
Pepperell, Massachusetts 01463  
(978) 433-0333

**Zoning Board of Appeals Remote Meeting Minutes of June 15, 2022\***

*\*This meeting was recorded for future cablecast by Pepperell Community Media*

*\*This meeting was held remotely via GoTo*

**Present:** Annette McLean (Chair), Alan Leao, Jr. (Clerk), Heather Hampson and Clifton James. Also present, Cheryl Lutcza (ZBA Assistant)

**Attendees:** Pepperell Community Media, James Hadley, Joshua Matthews.

**7:27P.M.** Annette McLean, Acting Chair, opened the meeting, and introduced the Board Members and Staff to the audience and provided an explanation of the remote meeting and hearing process to those in attendance.

**7:05 P.M.: Public Hearing – 28 Bancroft Street (Hadley) – ZBA-2022-05:**

Ms. McLean opened the public hearing at 7:29p.m.

An application has been submitted by James M. Hadley, requesting a Zoning Board of Appeals **SPECIAL PERMIT**, under Sections 9300, 9221 and 3400-3440 of the Town of Pepperell Zoning Bylaw, which if granted, would allow an accessory apartment to be located above an attached 2-car garage. Subject property is located at 28 Bancroft Street, Pepperell, MA, as shown on Tax Map 37 as Parcel 39-0. A public hearing on this matter will be held remotely on June 15, 2022, at 7:05P.M. Please see the Calendar on the Town of Pepperell Homepage (posted 48 hours prior to the Public Hearing) for a link to access this remote meeting from your phone or computer. All interested parties are invited to remotely attend the public hearing and provide oral and/or written comments to the Zoning Board of Appeals. Written comments should be submitted on or before June 8, 2022. The application may be reviewed on the Town's website at: <https://town.pepperell.ma.us/478/Public-Hearings-and-Decisions>

Ms. Hampson read the Notice of Public Hearing into the record.

Ms. McLean asked Ms. Lutzka if all fees associated with the application have been paid. Ms. Lutzka confirmed that they have been paid.

Ms. McLean invited the Applicant, James Hadley to address the Board. Mr. Hadley addressed the Board as follows:

- He has applied for the Special Permit to allow an accessory apartment so that he can help his girlfriend's elderly parents.
- The addition will be 24-ft x 24-ft with a new garage underneath.
- The proposed accessory apartment will be connected from the back hall of the main house.

Ms. McLean asked if the Board Members had any questions. None.

Mr. Leao read Responses from the following Town Boards and Departments, etc., into the record:

- Assessor's Office
- DPW Director
- Board of Health
- Treasurer/Collector
- Conservation Commission

Ms. McLean invited members of the public to speak. No response.

Ms. McLean asked if the Board Members had any questions.

Ms. Hampson said that she did not have any questions as the proposal is pretty straightforward and meets the criteria in the Zoning Bylaw.

Ms. McLean asked about the number of bedrooms. Mr. Hadley said that the existing home has four bedrooms, however in order for the current septic to comply, he is going to convert two bedrooms into one master bedroom, which will reduce the bedroom count in the main house to three bedrooms and the accessory apartment will have one bedroom.

Mr. Leao said he was all set.

Ms. McLean asked for a motion to close the public portion of the hearing. So moved by Ms. Hampson, seconded by Mr. Leao.

Board enters into deliberations:

Ms. McLean asked for a motion to grant the requested relief, a Special Permit to allow an accessory apartment at the subject property. So moved by Mr. Leao, seconded by Ms. Hampson. All in favor.

**Roll Call Vote Taken as follows:**

Ms. McLean:           Aye  
Mr. Leao                Aye  
Ms. Hampson:         Aye

Ms. McLean asked for a motion to close the public hearing. So moved by Ms. Hampson, seconded by Mr. Leao. All in favor.

**222 South Road (Lynch) – ZBA-2022-04 - Withdrawal Without Prejudice Request:**

Ms. McLean announced that the Applicant (John Lynch) had submitted a request to withdraw his application without prejudice on June 9, 2022, and due to that there would be no public hearing and no testimony taken.

Ms. Hampson read the withdrawal without prejudice request, dated June 9, 2022, into the record.

Ms. McLean asked for a motion to accept the withdrawal without prejudice request, dated June 9, 2022. So moved by Ms. Hampson, seconded by Mr. Leao. All in favor.

**Roll Call Vote Taken as follows:**

Ms. McLean:           Aye  
Mr. Leao                Aye  
Ms. Hampson:         Aye

Ms. McLean asked if the public had any questions. No response.

**1. Draft Meeting Minutes of May 18, 2022: *(taken out of order)***

Ms. McLean asked for a motion to approve the meeting minutes of May 18, 2022, as amended. So moved by Mr. Leao, seconded by Ms. Hampson. All in favor.

2. **Old & New Business:** *(Matters that may arise that the Chair didn't reasonably anticipate)*

- None

3. **Future Meetings:**

- July 13, 2022 – 7:00p.m.

4. **Adjournment:**

Ms. McLean asked for a motion to adjourn the meeting. So moved by Mr. Leao, seconded by Ms. Hampson. All in favor. Meeting adjourned at: 8:07p.m.

These Zoning Board of Appeals Meeting Minutes of June 15, 2022 were accepted/approved by the Board at their meeting on July 13, 2022.

**Respectfully submitted by:**

**Cheryl Lutcza,  
Assistant to the Zoning Board of Appeals**

cc: Town Clerk  
Agenda Center  
Inspector of Buildings  
ZBA Members (via email)  
ZBA Application File: (ZBA-2022-05): 28 Bancroft Street (Hadley)  
ZBA Application File: (ZBA-2022-04): 222 South Road (Lynch)  
ZBA Minutes file