



**Minutes of Meeting  
December 3, 2024  
7:30PM  
Virtual (Zoom) Meeting**

Board of Appeals members in attendance: Adam Hoffman, Scott Robb and Michele Holland  
Staff Present: Kristen Guichard, Planning Director  
Board Members Absent: David Schena, Ken Kozik

**Opening**

(Acting Chair) Adam Hoffman opened the meeting at 7:31PM. He called the roll. Michele Holland-Aye, Adam Hoffman -Aye, Scott Robb-Aye

**I. Regular Business**

**1. Approve previous meeting minutes:**

Scott Robb moved to approve the minutes of October 1, 2024 and November 12, 2024. The motion was seconded by Michele Holland and carried a vote of three in favor. Roll call vote: Adam Hoffman, Aye; Scott Rob, Aye; Michele Holland, Aye.

**2. Administrative Updates:**

**II. New/Special Business**

**1. ZBA24-03 – Public Hearing- 358 Great, Special Permit**

**Adam Hoffman opened the hearing at 7:35PM.**

Adam Hoffman provided an overview of the application.

Representative of the Applicant, Paul Kirchner of Stamski and McNary, presented on the application.

Scott Robb motioned to close the hearing at 7:52PM. The motion was seconded by Michele Holland and carried a unanimous vote. (Roll call vote: Adam Hoffman, aye; Michele Holland, aye; Scott Robb, aye)

Adam Hoffman went through the requirements of 8.3.3 and found that the extension otherwise conforms to all the dimensional requirements of this Bylaw, and that the Board of Appeals finds that such an extension is not substantially more detrimental to the neighborhood than the existing nonconforming condition of the BUILDING.

Adam Hoffman went through the findings of Section of 10.3.5. All members agreed it is consistent with the master plan, is in harmony with the purpose of the by-law, will not be detrimental to the neighborhood, and is appropriate for the site in question.

Scott Robb moved to approve the application #24-03 with the condition that it be constructed substantially as shown on the materials presented on December 3, 2024 and with the condition that the wall closest to the front property line is retained. The motion was seconded by Adam Hoffman and was carried by a unanimous vote in favor (Roll call vote: Adam Hoffman, aye; Michel Holland, aye; Scott Robb, aye).

Scott Robb will write the decision.

Michele Holland and David Schena will be at January 7th. Scott Robb will chair.

Scott Robb moved to adjourn the meeting at 8:05PM. The motion was seconded Michele Holland and was carried by a unanimous vote in favor. (Roll call vote: Adam Hoffman, aye; Michele Holland aye; Scott Robb, aye).

Meeting Documents:

[10.1.24 ZBA Minutes.docx](#)

[11.12.24 ZBA Minutes.docx](#)

[12-3-24 ZBA Agenda.pdf](#) 

[ZBA24-03 358 Great Rd, Special Permit](#)

[358 Great rd 300ft.xls](#)

[5908A ZBA Application\\_FF.pdf](#) 

[DOC107.pdf](#) 

[Image\\_20240820\\_0001.pdf](#) 

[24-3 - 358 Great Road - Planning Department Memo.pdf](#) 

[Conservation Comments.pdf](#) 

[Health Comments.pdf](#) 