Call the Meeting to Order

Mr. Trefethen called the meeting to order at 7:00 PM.

Mr. Trefethen announced that the meeting is being recorded and broadcast live on WACA TV. Mr. Trefethen asked if anyone in the audience is also recording the meeting. There was no affirmative response.

Mr. Trefethen welcomed the new Town Planner Peter Matchak and explained that this is his second day on the job.

New Public Hearing:

Case #SP6-19 – 19 Concord Court aka 9-19 Concord Court – Concourt LLC c/o Jonathan Thomas

Mr. Trefethen read the public hearing notice for 19 Concord Court into the record:

The Petitioner is requesting a modification to Special Permit #2005-05 per Chapter 40A, Section 6 of the Massachusetts Zoning Act and Chapter 282, Sections 3.3 and 9.3 of the Ashland Zoning By-Laws, in order to add one (1) one-bedroom unit in the lower level of the pre-existing, twelve (12) unit building on the pre-existing, nonconforming lot.

Mr. Trefethen read the following documents into the record; an Application to the Zoning Board of Appeals (ZBA) received May 2, 2019 that also included several drawings and photographs, a two paged plan entitled Heritage Apartment Stock Plan, the prior Special Permit dated June 22,
2005 and a Foundation Certification July 18, 2007, and a letter dated April 30, 2019 from Mike Crisafulli, Building Commissioner to the ZBA.

Jonathan Thomas, of Concourt LLC, the owner of 19 Concord Court appeared. He stated that per the 2016 Ashland Housing Production Plan Report Ashland has a housing shortage. He proposed adding one single bedroom unit to the existing structure. He explained that he met with Mr. Crisafulli to ensure the unit has adequate egress. In addition, Mr. Thomas said he met with Captain Lynn, of the Ashland Fire Dept. to allow her to review the plan and she did not impose any other requirements, as the building has a sprinkler system.

Mr. Thomas said the site currently has 26 parking spaces and twelve two bedrooms units. He described other improvements made to the outside of the building.

Mr. Siegel referenced a statement on the second page of the Dept. of Public Safety Form dated March 27, 2019 that proposed adding two or more units and asked for clarification. Mr. Thomas said that he changed the application and reiterated that he is only seeking to add one unit.

Mr. Trefethen asked, and Mr. Thomas confirmed the footprint of the building will not change and the unit in the basement has a sprinkler system, as well. He also stated that none of the departments Mr. Crisafulli copied on his letter have provided any additional comments. In addition, Mr. Trefethen said the building is non-conforming use and he referenced the zoning bylaw Section 3.3.3.

Mr. Siegel asked Mr. Thomas to explain the concern regarding proper egress. Mr. Thomas said the requirement is to have two means of egress and in the bedroom, and there are two existing windows. Mr. Siegel asked, and Mr. Thomas responded that the area outside of the building will be cleared of snow.

Given there was no one in the audience, Mr. Trefethen opened and closed the public comment portion of the hearing.

Mr. Trefethen explained that the Board will enter into deliberations. Mr. Forestal, Mr. Siegel and Mr. Trefethen expressed that they were in favor, given there is proper egress and there are no changes to the non-conforming structure. Mr. Trefethen stated an appropriate condition would be to ensure the outside of the egress is maintained and cleared. Other conditions included that construction must be in accordance with the drawing for Unit 1 in the Application, adhere to the times of construction, and construction must begin within two years of the granting of the Special Permit.

Mr. Siegel moved, and Mr. Forestal seconded the motion to approve the 91 Concord Court Special Permit. The motion passed 4-0-0.

Mr. Forestal moved, and Mr. Siegel seconded the motion to close the 91 Concord Court Special Permit hearing. The motion passed 4-0-0.

Other Business:
There was none.

**Approval of Prior Minutes:**
Mr. Forestal moved, and Mr. Siegel seconded the motion to approve the minutes from March 12, 2019 as drafted. The motion passed 4-0-0.

Mr. Siegel moved, and Mr. Forestal seconded the motion to approve the minutes from March 26, 2019 as drafted. The motion passed 4-0-0.

**Staff Updates and Administrative Matters:**
Mr. Trefethen thanked the former Assistant Town Planner Amanda Dumas for all her efforts and wished her well. He also welcomed Mr. Matchak again. Mr. Matchak said the Assistant Town Planner position is posted and applications are coming in and being considered. He said he anticipates hiring a replacement by June 11, 2019.

**Adjournment:**
Mr. Forestal moved, and Mr. Siegel seconded the motion to adjourn. The motion passed 4-0-0.

**Documents Presented:**
1) Agenda for ZBA on May 14, 2019
2) Draft minutes for the March 12, 2019 Zoning Board of Appeals Meeting
3) Draft minutes for the March 26, 2019 Zoning Board of Appeals Meeting
4) Application to the ZBA for a modification to Special Permit for 19 Concord Court
5) Heritage Apartment Stock Plan for 19 Concord Court
6) Special Permit for 19 Concord Court
7) Foundation Certification for 19 Concord Court
8) Letter from Mike Crisafulli, Building Commissioner, to the ZBA concerning 19 Concord Court