

**ZONING BOARD OF APPEALS  
REGULAR MEETING MINUTES  
WEDNESDAY  
JUNE 24, 2020**

RECEIVED

JUL 29 2020

**Members Present:** Roger Menard, Chairman  
Gerald Coutinho  
Constance Gee  
Peter Borden  
Barbara Pontolilo  
Raymond Elias

WESTPORT ZONING  
BOARD OF APPEALS

Chairman Menard called the Zoning Board of Appeals meeting to order at 6:30 p.m. with the reciting of the Pledge of Allegiance.

**Chairman's Announcement** - Under MGL Chapter 30A, Section 20(f) - Meeting being recorded.

**Governor Charlie Baker's Mandate**

Chairman Menard opened the hearing by reading the provisions mandated by Governor Charlie Baker regarding the congregation of people at the Town Hall and the manner in which municipal boards are to meet and hear matters on their agenda.

Chairman Menard noted that the meeting was being conducted live, as well as remotely, by accessing Google Meet. Anyone wishing to comment could call into the conference telephone number..

1. Chairman Menard read the public hearing notice on the petition of Andre Brum Soares and Whitney Pacheco of 7 Old Farm Road for a Special Permit to install a 728-square-foot one-bedroom accessory apartment on the second level of a two-level garage to be constructed, as mandated by Zoning Bylaw Article 4, Section 4.1.1.D.13. The subject property is located at 7 Old Farm Road and is shown on Assessor's Map 68, Lot 23.

The Petitioners were not present for the hearing.

Chairman Menard read the denial letter from Ralph Souza, Building Commissioner and Zoning Enforcement Officer.

Chairman Menard read an e-mail that the Board had received from Whitney Pacheco, Petitioner, notifying the Board that the Petitioners were withdrawing their application for a Special Permit.

Ms. Pontolilo made a motion to close the hearing at 6:34 p.m. Mr. Elias seconded the motion, which passed by unanimous vote.

Chairman Menard said that the Petitioner had notified the Clerk that the house had been sold and they no longer needed the Special Permit.

Ms. Pontolilo made a motion to accept the request for withdrawal with prejudice. Mr. Borden seconded the motion which passed by unanimous vote.

One unidentified abutter was present. Chairman Menard stated that the request to withdraw had been made only a couple of hours prior to opening the hearing.

#### Administrative Items

Chairman Menard stated that he had met with the Committee, chaired by Jim Hartnett, which included other Department managers to discuss a safe opening of the Town Hall to the public. It was determined that the Town Hall would open to the public on July 6, 2020 with restrictions.

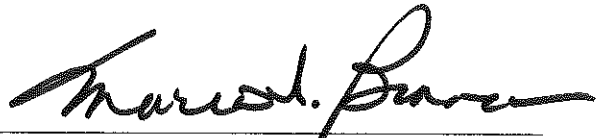
The next meeting of the Board is on Wednesday, July 29, 2020 at 6:30 p.m. at the Town Hall and on Google Meet.

**6:43 p.m.**

**Motion** made by Ms. Pontolilo to adjourn the meeting. Seconded by Ms. Gee. The Board voted unanimously in favor.

**Adjournment.**

Respectfully submitted,



Maria I. Branco, Principal Clerk  
to the Zoning Board of Appeals

APPROVED:



Roger Menard, Chairman