



Zoning Board of Appeals – Town of Spencer

*Minutes*

Zoning Board of Appeals Special Meeting

**August 30, 2023, at 7:00 pm**

In-Person & Remote

McCourt Social Hall, 157 Main Street Spencer, MA 01562

Memorial Town Hall

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**Zoning Board Members Present: Chair Gina Beford (in-person), Alan Collette (in-person), and Donna Parker (in-person)**

**Zoning Board Members Absent: None**

**Staff Present: Jeffrey Bridges, Town Administrator (in-person), Monica Santerre-Gervais, ODIS Senior Clerk (in-person)**

**1. The Chair opened the meeting 7:05 pm**

**2. Continued Public Hearing: Special Permit– Applicant/Owner: Adrian Kase; Location: 42 R Jones Road, Spencer Assessor’s Map R25-20. The applicant is seeking a Special Permit under Sections 4.2.E.14, 4.2.E.15, and 4.3.13 of the Spencer Zoning Bylaw to open a dog grooming business and dog daycare. The property is in the Rural Residential (RR) zoning district.**

Adrian Kase and Adam Smith, 42 R Jones Road, were present at the meeting. The Zoning Board members reviewed discussed that at the last meeting they asked the applicant to provide pictures of the driveway, parking spaces, and turn around area. The applicant provided the members with the pictures and Mr. Smith stated how wide and long the driveway is. Mr. Collette asked the applicant to provide a sign so that customers dropping off their dogs don’t back out of the driveway into the road. Also, Mr. Smith provided a drawing to depict what the yard, fence, and kennel would look like and mentioned he could add pea stone at the end of driveway for vehicles to turn around.

Ms. Beford opened the hearing up to the public and there were no questions or comments.

**MOTION: Mr. Collette motioned to close the public hearing.**

**SECOND: Ms. Parker**

**DISCUSSION: None**

**ROLL CALL VOTE: G. Beford-Aye, D. Parker-Aye and A. Collette-Aye (Vote 3-0 motion carried)**

**MOTION: Mr. Collette motioned to approve the special permit to Adrian Kase of 42 R. Jones road under sections 4.2.E.14, 4.2.E.15, and 4.3.13 of the Spencer Zoning Bylaws with the following conditions: all dogs outside need to be in a fenced in enclosure, no dogs to stay**

overnight, the hours of operation are Monday- Saturday 6:00 am-7:00 pm, no more than five dogs at one time, applicant to be cautious of barking dogs and to bring the dog in if necessary for excessive barking, lastly the applicant will have a sign in the driveway that says “no backing out of driveway.”

**SECOND: Ms. Beford**

**DISCUSSION: None**

**ROLL CALL VOTE: G. Beford-Aye, D. Parker-Aye and A. Collette-Aye (Vote 3-0 motion carried)**

### **3. Approval of Minutes:**

**8/8/2023**

**MOTION: Mr. Collette motioned to approve minutes from 8/8/2023.**

**SECOND: Ms. Parker**

**DISCUSSION: None**

**ROLL CALL VOTE: G. Beford-Aye, D. Parker-Aye and A. Collette-Aye (Vote 3-0 motion carried)**

### **4. Town Planner Report**

Mr. Bridges discussed the November meeting and the new date for the meeting.

### **5. Citizens Input**

During citizens’ input there was some discussion regarding the new CVS building.

### **6. New Business/Adjournment**

There will be two new applications for the September meeting.

Ms. Parker asked if all applications require so much detail even though it is a small project. There was discussion between the Zoning Board Members and Mr. Bridges regarding the Zoning bylaws and decision making.

**MOTION: Ms. Beford made a motion to adjourn the meeting at 7:31 pm.**

**SECOND: Ms. Parker**

**DISCUSSION: None**

**ROLL CALL VOTE: G. Beford-Aye, D. Parker-Aye and A. Collette-Aye (Vote 3-0 motion carried)**

**Submitted by Monica Santerre-Gervais, ODIS Senior Clerk  
Approved by the Zoning Board of Appeals on: 9/25/2023**

**List of Documents used on 8/30/2023:**

**Items sent to Zoning Board Members prior to Meeting by email:**

- Agenda
- Memo from Interim Town Planner
- Special Permit Application- Adrian Kase; Location: 42 R Jones Road and updated pictures from the applicant
- Drafted minutes for 8/8/2023

**Items submitted/ brought to the Meeting:**

- None