

RECEIVED

By City Clerks Office at 12:52 pm, Apr 28, 2026

**MELROSE BOARD OF APPEALS
MEETING MINUTES
Public Hearing
Wednesday, March 11, 2026
7:30 p.m.
Remote Meeting**

Present:

Bryan Thorp, Chair
Jeffery Ugino
Daniel Gelormini
Chris Coughlin
David Roache
Raj Singh

Staff Present: Adam Forrester, Assistant Planner

The meeting was called to order at 7:35 pm.

Pursuant to Chapter 2 of the Acts of 2025, this meeting was conducted via remote participation. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting were found on the City of Melrose's website, at <https://www.cityofmelrose.org/195/Meetings-of-Boards-Commissions-Committee>. No in-person attendance of members of the public was permitted, but every effort was made to ensure that the public could adequately access the proceedings in real time, or in the event that we are unable to do so, on the mmtv3.org website an audio or video recording, transcript, or other comprehensive record of proceedings was posted as soon as possible after the meeting. A link was also available on www.cityofmelrose.org.

Application materials were posted to the City's website:
<https://www.cityofmelrose.org/170/Board-of-Appeals>.

CASES BEFORE THE BOARD

25 026 – 174 Green Street –

The appeal of Nick Riccio and Samantha Riccio for a Variance from §235-5.2 of the Zoning Ordinance to allow for townhouse use and §235-6.3.B for two principal structures on a lot, all to construct 6 townhouses on the lot owned by Robert D. Glendon, Trustee of ROG Realty Trust II at 174 Green Street in Melrose on a lot consisting of 10,476 sf and shown on Assessor's Map D11 0 64A.

Robert Bell, Attorney, submitted a letter to the Board requesting a continuance to the meeting on 5/13. Staff read the letter into the record. The Board voted unanimously to grant the request.

Documents: ZBA Application materials, case 25- 026
Applicant's Letter dated 3.5.26

25 029 – 51 West Highland Ave (Continued Case) –

The appeal of Brendan Kent for a Variance from §235-9.2.D of the Zoning Ordinance for a fence exceeding three feet in height and §235-11.5.C for driveway width regulations on the lot with a two-family dwelling at 51 West Highland Ave in Melrose on a lot consisting of 5,380 sf and shown on Assessor's Map C12 0 111.

Brendan Kent, Applicant, appeared before the Board to present the case. He presented an overview of the updated plans explaining the proposed parking layout of the required four parking spaces and dimensions of the driveway. He added that the parking space closest to the house requires the vehicle to drive over the curb to access it. This causes potential safety issues and mud/dirt to build up on the sidewalk.

The Board had the following questions and comments for the Applicant about the updated plans. Answers are indicated underneath the question:

- Will the proposed deck and stairs encroach into the fourth parking space?
 - No, they should not because the stairs will be relocated.
- Was a curb cut already done? The curb cut looks wider than what is shown on Streetview.
 - Yes, the curb cut was widened after purchasing the property to widen the driveway.
- Members commented that the depth of the proposed spaces is an issue. There is not enough room for larger vehicles.
- Members asked about the Applicant's plan for the fence and if it will be lowered at the corner.
 - Mr. Kent explained that he did not want to lower the fence at the corner and due to the location of the tree in the front yard it would be difficult to shift the fence into the yard due to the roots underneath.
- Members asked if the section of the fence closest to the driveway was 6', which would require additional relief.
 - Mr. Kent explained that they believed the only relief needed for fence height was where it was required to be 3' high and that they are requesting relief to allow for a 4' fence.

The Board received five letters from the public which were read into the record. The letters were a mix of support and opposition for the case.

Members discussed concerns about the height of 6-foot fence near the driveway and sidewalk, which creates potential safety issues for pedestrians and vehicles. Members agreed that the main outstanding issue would be the 6-foot fence height requirement. In addition, members discussed the parking layout also being problematic, as the proposed layout would not realistically work due to inadequate depth and the location of the stairs.

Members requested the plans be updated to address potential safety issues caused by the fence and the parking layout. They suggested reducing the overall curb cut length, reorienting the stairs, updating the parking layout, and reducing the fence height.

The Applicant requested a continuance to the meeting on May 13, so that they can update their plans. By roll call vote, the Board voted 5-0, to continue the case to May 13, 2026.

Documents: ZBA Application materials, case 25- 029

26 003 – 309 West Foster Street –

The appeal of Jon Peros for a Special Permit under §235-12.5.D.2.b.1.d of the Zoning Ordinance to construct an addition in the non-conforming rear yard setback on the single-family dwelling on the lot at 309 West Foster Street in Melrose on a lot consisting of 3,367 sf and shown on Assessor's Map B8 0 88.

Jon Peros and Rebecca Mackenzie, Applicants, and Adam Glassman, Architect, appeared before the Board to present the case. They explained that they are seeking approval to construct an addition on their existing structure. Due to the lot shape, any expansion of the existing structure would be into the pre-existing nonconforming setback area. They added that their family has grown since they purchased the house and they are seeking an addition to expand the living area of their home. The footprint of the house will not be expanded. The height of the structure will be increased from 28' to approximately 31', which is conforming.

The Board received two letters from the public in support of the project which were read into the record. Tom and Laurie McCall, 308 West Foster Street, appeared to speak during the hearing. They voiced support for the project.

Board Members were generally supportive of the request to add a modest addition within the existing footprint of the house. They noted that the addition meets the height requirement of the district and meets the requirements for a special permit.

Additional details on the Board's discussion can be found in the Decision.

The Board granted the Applicant's request for a Special Permit, 5-0, by the unanimous votes of Chair Bryan Thorp and Members Daniel Gelormini, David Roache, Jeffery Ugino and Chris Coughlin.

Documents: ZBA Application materials, case 26- 003

26 004 – 140 Howard Street –

The appeal of Zachary Horgan for a Special Permit under §235-12.5.D.4.d of the Zoning Ordinance to demolish the existing single-family dwelling and to construct a new single-family dwelling within the nonconforming front and side yard setbacks at 140 Howard Street in Melrose on a lot consisting of 4,709 sf and shown on Assessor's Map E12 0 47.

Zachary Horgan, Applicant, David Lucas, Attorney, Kevin Gutowski, Architect, and Wagner Mendes, Contractor, appeared before the Board to present the case. The project team provided an overview of the project explaining that the project involves demolishing the structure and constructing a new two-story single-family house. The footprint of the existing house will be

expanded slightly in the rear and left side. This small addition is entirely within the required setbacks. New stairs are proposed to extend into the front yard setback. The stairs are oriented towards the side to allow for a larger front yard setback than front facing stairs.

The Board received one letter from the public about the project which was read into the record. The resident was concerned with the impact of toxic materials on abutters during the demolition process. Gail Cass, 10 Sunset Road, appeared to speak during the hearing. They voiced overall support for the project, as well as concern over the potential impact on the retaining wall on her property.

Board Members were generally supportive of the request to demolish the existing structure and build a new two-story single-family house that is mostly within the existing footprint. They added that they support the modern design of the house and that it will add a new architectural style to the neighborhood. Also, the proposal is reasonable due to the lot shape and what could be realistically built on the lot. They noted that the addition meets the height requirement of the district and meets the requirements for a special permit.

Additional details on the Board's discussion and conditions of approval can be found in the Decision.

The Board granted the Applicant's request for a Special Permit, 5-0, by the unanimous votes of Chair Bryan Thorp and Members Daniel Gelormini, David Roache, Jeffery Ugino and Chris Coughlin.

Documents: ZBA Application materials, case 26- 004

26 005 – 140 Holland Road –

The appeal of Seamus & Candace Kelley for a Variance from §235-6.3.C.4.b of the Zoning Ordinance for the addition of a deck onto the back of the single-family dwelling at 41 Holland Street in Melrose on a lot consisting of 6,743 sf and shown on Assessor's Map A9 0 19.

Seamus Kelley, Applicant, and Kevin Espinosa, Contractor, appeared before the Board to present the case. Seamus Kelly provided an overview of the project explaining that the project involves constructing a deck with stairs onto the back of the house. The stairs are 8' in height due to the slope of the backyard and clearance to safely walk out of the basement egress.

The Board received four letters from the public in support of the project which were read into the record.

Board Members were supportive of the request to construct a deck with stairs onto the back of the existing single-family dwelling. Members asked for clarification on what relief was needed for this project. Planning Staff clarified that due to the height of the deck, a variance is needed for rear yard setback. A deck of this height must be at the same setback as the principal structure, which is 20' in this district. Members had no issue with the location or size of the deck.

Additional details on the Board's discussion and conditions of approval can be found in the Decision.

The Board granted the Applicant's request for a Variance, 5-0, by the unanimous votes of Chair Bryan Thorp and Members Daniel Gelormini, David Roache, Jeffery Ugino and Chris Coughlin.

Documents: ZBA Application materials, case 26- 005

25 019-R2 – 585 Lebanon Street –

The appeal of FASTSIGNS of Woburn for the approval of a major revision to the variance granted to install signage on the Hospital at 585 Lebanon Street in Melrose owned by the Melrose Wakefield Hospital Association on a lot consisting of 193,088 sf and shown on Assessor's Map D9 0 19.

Vasu Patel of FASTSIGNS of Woburn, Applicant, and Eric Thurstin, Hospital Representative, appeared before the Board to present the case. They provided an overview of the project, explaining that the request is for a major revision to previously approved plans. The revision includes replacing the previously approved sign with a larger sign in the same location on Melrose Wakefield Hospital. The proposed signage will consist of LED illuminated, face-lit and back-lit channel letters and will measure approximately 40.9' wide by 8.7' tall, totaling 356 square feet. They noted that the increase in size and updated wording are required to meet the client's legal marketing requirements. The signage will display the name 'Tufts Medicine MelroseWakefield Hospital'. He added that all other aspects of the previously approved plans, including conditions set by the Board, will remain unchanged.

The Board did not receive any public comments, and no one appeared to speak during the hearing.

During the meeting Mr. Patel presented an additional alternative design that was smaller overall. This design was approximately 195 sf in total. Board Members were generally supportive of approving the request with conditions attached to limit the size of the sign to no larger than 195 sf. Members discussed that the conditions for the previously approved variance would still apply to these revised plans, including time limitation for illumination, color of the lettering, and other specifications.

Additional details on the Board's discussion and conditions of approval can be found in the Decision.

The Board conditionally granted the Applicant's request for a Variance, 5-0, by the unanimous votes of Chair Bryan Thorp and Members Daniel Gelormini, David Roache, Jeffery Ugino and Chris Coughlin.

Documents: ZBA Application materials, case 25- 019-R2

26 006 – 171 Perkins Street –

The appeal of Charles & Erika Forsyth for a Variance from §235-6.2 of the Zoning Ordinance for side yard setback to construct an addition onto the side of the single-family dwelling at 171 Perkins Street in Melrose on a lot consisting of 9,731 sf and shown on Assessor's Map A10 0 69.

Charles and Erika Forsyth, Applicants, and James Costello, Contractor, appeared before the Board to present the case. James Costello provided an overview of the project explaining that the proposal includes constructing a two-story addition onto the left side of the house. He added that the addition is necessary to accommodate the owners' evolving family needs, including improved accessibility and additional living space for a growing family. The Applicants explained that they are limited in where the addition could be located on their lot due to the pool in the backyard.

The Board had the following questions and comments for the Applicants and contractor about the updated plans. Answers are indicated underneath the question:

- The addition is large. It is the size of an additional single-family house and should be scaled down.
- Parking could potentially be an issue. The addition will reduce the size of the driveway to only allow for one vehicle. How will this be managed?
 - The Applicants are considering different design to add additional parking spots, such as a circular driveway.

The Board received nine letters of support from the public which were read into the record.

Members discussed concerns about the size and design of the addition, and lack of parking. They discussed the addition being out of scale and not in line with the design of the existing structure.

Members requested the plans be updated to address the scale and design of the addition and increase the setback.

The Applicant requested a continuance to the meeting on April 8, so that they can update their plans. By roll call vote, the Board voted 5-0, to continue the case to April 8, 2026.

OTHER BUSINESS

Meeting Minutes

The Board voted, 5-0, to approve the minutes from February 11, 2026.

Next Meeting

The next meeting is scheduled for April 8, 2026.

The meeting adjourned at 10:40 pm.