

**MELROSE BOARD OF APPEALS
MEETING MINUTES
Public Hearing
Wednesday, July 9, 2025
7:30 p.m.
Remote Meeting**

Present:

David Roache
Bryan Thorp, Chair
Benjamin Rosenberg
Daniel Gelormini
Jeffery Ugino

Absent: Chris Coughlin and Raj Singh

Staff Present: Lori Massa, Director and City Planner, & 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

25 011 – 160 West Wyoming Ave

The appeal of Finn McSweeney for a Variance from §235-6.2 of the Zoning Ordinance for the front yard setback requirement to enclose an open porch on the single-family dwelling at 160 West Wyoming Ave in Melrose owned by Finn McSweeney & Heather Caouette on a lot consisting of 8,298 sf and shown on Assessor's Map A6 0 3+1213.

Finn McSweeney, Applicant, and Chris Capano, Contractor, appeared before the Board to present the case. Finn McSweeney provided an overview of the project which involves enclosing the existing open porch on the front of the single-family dwelling. He explained that this project will not add living space to the house as new utilities or heating/cooling will not be installed in

this area. He noted that enclosing the open porch is being done for the purpose of creating a usable transitional area between the street and the living space. The heavily traveled street causes dust to be an issue with the open porch.

The Board asked the Applicant to provide more detailed elevations that include details on the windows, door, stairs, and overall design of the enclosed porch.

The Applicant requested that the case be continued to the hearing on August 13th. By roll call the Board voted 5-0, to continue the case to August 13, 2025.

Documents: ZBA Application materials, case 25-011

25 012 – 482 Swains Pond Ave- The appeal of James & Hanna Prudente for a Variance from §235-6.2 of the Zoning Ordinance for number of stories & 6.3.d for dormer length requirement to add a full shed dormer onto rear of the single-family dwelling at 482 Swains Pond Ave in Melrose on a lot consisting of 10,977 sf and shown on Assessor's Map F7 0 14.

James & Hanna Prudente, Applicants, appeared before the Board to present the case. They provided an overview of the project explaining that the request includes adding a shed dormer onto the back of their home. They are requesting this relief to add extra living space for their family, which will consist of two bedrooms, a hallway, and a bathroom. The bathroom will be located above the existing first-floor bathroom to minimize construction costs. They prefer the shed dormer to be on the backside of the house to maintain the character and curb appeal of the home from the street as much as possible. In addition to the dormer, they are also proposing two new skylights on the front of the roof. They added that they modified their original plans based on feedback from the Planning Board and Planning Staff.

Two members of the public, Stephen and Sharon Del Gino of 491 Swains Pond Ave appeared to speak during the hearing and voiced support for the project.

Members discussed whether this request is reasonable due to the layout of the house and the lack of impact on the streetscape. Members were supportive of the request and felt it was reasonable. They supported the design modifications, which included maintaining the eave of the house and pulling the dormer back at least two feet from the gable ends. Members discussed granting the request with the condition attached that the two skylights on the front of the roof be removed.

The Board, by the unanimous votes in favor, granted the request, 5-0, with the following condition:

- The Applicant/Owner, its successors and/or assigns, shall not install skylights on the street facing side of the roof.

Documents: ZBA Application materials, case 25-012

25 002 – 199-201 Essex Street (continued case)- The application of Carroll Essex LLC for a Comprehensive Permit pursuant to M.G.L. c.40B, s. 21 for an approx. 44,060 sf, 5-story mixed-use building with approx. 1,400 sf of commercial space, 50 residential units, of which 13 will be affordable as is required and regulated under the law, and 22 parking spaces at 199-201 Essex Street, Melrose, MA, on a lot of land containing 16,136 sf and shown on Assessor's Map C8 0 12 & C8 0 14. Exemptions per statute are claimed for: Melrose Zoning Ordinance §235-6.2 & -6.3 for dimensional regulations including floor area ratio, maximum height/stories, front yard setback, maximum building coverage, and projections into required setbacks, §235-11.1, -11.2 & -11.5 for off-street parking spaces, bicycle parking spaces, parking space dimensions, aisle width, and driveway width, §235-9.3 for landscaping and screening requirements, & §235-5.2 for permitted principal use in the BB-1 zoning district.

Robert Bell, Attorney, and Mark Carroll, Applicant, appeared before the Board. Board Members discussed the conditions for approval. No new materials were presented at this meeting as the public hearing was closed at the May 28, 2025, hearing. Lori Massa, Director and City Planner, provided an overview of the draft conditions for approval and requested waivers. Members did not have any changes to the conditions and waiver approval recommendations.

Details on the Board's discussion, conditions of approval, and requested waivers can be found in the Decision.

The Board granted certain waivers and denied two waivers, 5-0.

The Board granted the request for a Comprehensive Permit, 5-0, with conditions.

Documents: ZBA Application materials, case 25-002

OTHER BUSINESS

21-003- 12-16 Essex Street- review of exterior building materials and colors related to condition of Comprehensive Permit approval.

Board Members reviewed an update to the 12-16 Essex Street project. Members discussed the latest mockup of proposed exterior building material. The Board members were supportive of the updated color palette and use of brick. They have asked the Applicant to use flashed brick and to submit the final brick and mortar color for review. Also, the Applicant decided to go with a granite base and will submit that to the Board as well.

Meeting Minutes

Mr. Ugino made a motion to approve the meeting minutes from May 28, 2025. Mr. Rosenberg seconded the motion. By roll call the Board voted, 5-0, to approve the minutes. Voting Members included Benjamin Rosenberg, Jeff Ugino, Bryan Thorp, David Roache, and Daniel Gelormini.

Next Meeting

The next meetings are scheduled for July 16, 2025, and August 13, 2025.

The meeting adjourned at 9:35 pm.