

**MELROSE BOARD OF APPEALS
MEETING MINUTES
Public Hearing
Wednesday, December 11, 2024
7:30 p.m.
Remote Meeting**

Present:

Jeffery Ugino
Benjamin Rosenberg
Bryan Thorp
Chris Coughlin
Daniel Gelormini
Raj Singh

Absent: David Roache

Staff Present: Maya Noviski, Senior Planner & Adam Forrester, Assistant Planner

The meeting was called to order at 7:30 pm.

Pursuant to Chapter 2 of the Acts of 2023, this meeting will be 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 www.cityofmelrose.org/remote-meetings. 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: www.cityofmelrose.org/board-appeals.

CASES BEFORE THE BOARD

24 023 – 22 Howard Street

The appeal of Stephen P. Tedesco for Variances from §235-11.5.3.A and -11.5.3.D of the Zoning Ordinance for the distance between the entrance to the driveway and the curblin of the intersection and maximum driveway width, and §235-11.5.2.A to permit backing out onto the street, to expand the width of the driveway and add one additional parking space in the side yard of the multifamily dwelling at 22 Howard St. in Melrose on a lot consisting of 8,575 sf and shown on Assessor's Map D11 0 59.

David Lucas, Attorney, requested a continuance in writing to the February 12, 2025, hearing. The letter detailing the request was shared with the Board prior to the meeting and read out loud by the Planning staff during the meeting.

By roll call the Board voted 5-0, to grant a continuance to the hearing on February 12, 2025. Voting Members included Benjamin Rosenberg, Jeffery Ugino, Chris Coughlin, Bryan Thorp, and Daniel Gelormini.

24 020 – 222 West Wyoming Avenue (continued public hearing)

The appeal of Michael & Kathleen Nelson for a Variance from §235-18 and -19 of the Zoning Ordinance and from §235-6.2 of the proposed Zoning Ordinance to construct a two-story addition in the front yard setback on the single-family house at 222 West Wyoming Avenue in Melrose on a lot consisting of 5,500 sf and shown on Assessor's Map A7 0 135.

Jenna Ellison, Architect, appeared before the Board to present the updated plans. The updated plans included stepping the second floor back six inches and pushing the first floor forward one ft. She noted that the revised design incorporates the Board's feedback while also responding to the Applicant's needs for additional living space.

Board Members were supportive of the revised plans. Members agreed that although the addition encroaches farther into the front yard setback, the updated plans provide for an improved building form and pedestrian experience. Additionally, the proposed setback is similar to the other front yard setbacks along the street and will not negatively impact the streetscape. Mr. Thorp noted that these updated plans addressed concerns discussed at the last hearing.

Board Members asked that the updated plans be submitted for the record. Ms. Ellison submitted the updated plans during the meeting. Planning staff shared the Staff Brief that included a technical review of the case. Staff noted that although this proposal creates a new nonconforming dimension, the project is modest and will not negatively impact the streetscape or abutters. The design is in line with the neighborhood context and the expansion would provide additional living space to an otherwise relatively small house.

The Board received two written comments in support of this project before the hearing.

By roll call the Board voted 5-0, to grant the request to construct a two-story front addition on the single-family house. Voting members included Bryan Thorp, Chris Coughlin, Jeffrey Ugino, Benjamin Rosenberg, and Daniel Gelormini.

Documents: ZBA Application Case 24-020, Updated Plans dated 12.10.24

24 022 – 111 Youle Street

The appeal of Danielle Champoux Bohnke for a Variance from §235-6.2 of the Zoning Ordinance to construct an enclosed entryway in the front yard setback on the single-family house

at 111 Youle Street in Melrose on a lot consisting of 8,668 sf and shown on Assessor's Map A10 0 61.

Danielle Champoux Bohnke, Applicant, appeared before the Board to present the case. Ms. Bohnke provided an overview of the design and reason for the addition. The proposed addition will be a 12 ft. by 8 ft. by 12 ft. enclosed front entryway.

Board members noted concerns with the size of the addition and encroachment into the front yard setback. Mr. Thorp commented that the documents submitted were a little thin and more information on the project would be useful. Mr. Rosenberg asked about the certified plot plan and where the property line was. Ms. Bohnke explained that the front yard setback is 31 ft. and not 21 ft. as noted on the plot plan. Board Members asked about the size of the proposed addition and how she arrived at those dimensions.

Board Members asked to see how the project looked in context. Planning Staff shared the GIS Map and Street View of the property to give more visual context to the proposed addition.

Board Members discussed how the documents submitted were lacking and that more context was needed. They noted concerns with the size and design of the addition as well as how far into the front yard setback it encroaches.

The Applicant requested a continuance to the hearing on January 8, 2025, to consider design alternatives.

By roll call the Board voted 5-0, to grant a continuance to the hearing on January 8, 2025. Voting Members included Benjamin Rosenberg, Jeffery Ugino, Chris Coughlin, Bryan Thorp, and Daniel Gelormini

OTHER BUSINESS

Zoning Board of Appeals Draft Rules and Regulations & Updated Application Forms

Members agreed to review the draft documents and provide comments to staff before the next hearing.

Meeting Minutes

Mr. Coughlin made a motion to approve the meeting minutes from November 13, 2024. Mr. Rosenberg seconded the motion. By roll call the Board voted, 5-0, to approve the minutes. Voting Members included Benjamin Rosenberg, Jeffery Ugino, Chris Coughlin, Bryan Thorp, and Daniel Gelormini.

Next Meeting

The next meeting is scheduled for January 8, 2025.

The meeting adjourned at 9:00 pm