

**MELROSE BOARD OF APPEALS  
MEETING MINUTES  
Public Hearing  
Wednesday, October 22, 2025  
7:30 p.m.  
Remote Meeting**

**Present:**

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

**Staff Present:** Lori Massa, Director and City Planner, Maya Noviski, Senior 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](http://www.cityofmelrose.org).

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

**COMPREHENSIVE PERMIT CASE**

**25 014 – 34 & 55 Summit Avenue – (Continued case)**

The application of Summit Development LLC for a Comprehensive Permit pursuant to M.G.L. c. 40B, s. 21 to develop 28 for-sale townhouses and 39 parking spaces (combined garage and outdoor) on two adjacent parcels of land at 34 & 55 Summit Avenue in Melrose containing 115,774 sf and shown on Assessor's Map B13 0, Lots 21-27 and B14 0, Lots 1-2. Seven of the project's units will be affordable as is required and regulated under the law.

Ron Lopez of Summit Development, LLC, Christopher Agostino, Attorney, and Dan Lalivita, Traffic Engineer, appeared before the Board to present the case.

Dan LaCivita, Traffic Engineer, provided an overview of the traffic report which included the following:

- Project site and existing conditions context
- Site is in a good area for transit-oriented development as it is close to the MBTA commuter rail and bus lines.
- Most of the abutting streets have sidewalks on both sides providing pedestrian access to the Melrose Highlands business area and public transit.
- Vehicle trips generated by new development - approximately 164 vehicle trips on an average weekday.
- Trip dispersal data - approx. 55% of vehicles leaving site travel east on Franklin Street and 45% travel west on Franklin Street.
- The project will not have a significant impact on intersection delays.
- No safety deficiencies were noted according to vehicle crash history at study area intersections.

The Board had the following questions and comments for Dan LaCivita, Traffic Engineer. Answers are indicated underneath the question:

- When is the peak hour in the trip generation study?
  - 5-6pm for evening peak hour
- How are these vehicle trip numbers generated?
  - It is an average amount of vehicle trips generated from sites that consist of 28 units (Single-Family Attached Housing), which are published by the Institute of Transportation Engineers

Sarah Borenstein, Traffic Engineer, and Peter Vasiliou, Traffic Engineer, from Stantec, who are the peer review consultants hired by the City and paid for by the Applicant under MGL C44 §53G, provided an overview of their review of the traffic report which included the following:

- Found no discrepancies with existing conditions and traffic volumes
- No comments on safety analysis
- There is an additional development in the area that should be added to the traffic report when looking at traffic volume in area.
- Agree with one-way circulation on site
- Auto-turn analysis showed that snowplows, trash trucks, and emergency vehicles will be able to maneuver on site.
- Found that some driveway lengths were not long enough to fit a car.
- Issues with site distance looking west on Summit Ave. Recommended that the Applicant review safe sight distance in area.
- Recommended that sidewalks on site be wider and that crosswalks, sidewalks, and wheelchair ramps that provide access to bus stops be evaluated for compliance.
- 2024 seasonal adjustment factors should be used for the traffic report. Applicant's report used 2019 data.
- Signage and pavement marking plan should be submitted for review.

The Board's discussion focused on that the project's current plans are lacking in detail and will need to be updated before the next meeting so there can be an adequate review. Some members noted plans that were missing that should be reviewed at the next meeting:

- Updated grading plan with site sections
- Drainage plan
- Landscaping plan
- Cut and fill analysis
- Site disturbance details
- Site plan with abutting structures superimposed
- Existing retaining wall condition

The Board also discussed what they observed during the site visit on 10/7 and provided comments that included the following:

- Concerns about emergency access to the site and the grade of the roadway especially during winter weather events.
- Concerns about two existing retaining walls and impact on abutting homes. Members are concerned with the removal of the retaining wall and what will replace it as far as the height and materials used.
- Stormwater management issues and the need for an updated plan
- Concerns about the location of the pump station and the noise generated and how that will impact abutters. Relocation of the station should be considered.
- Plan for tree removal along the property line. Concerns about how tree removal on the line will impact abutters. Members would like to see this situation detailed on the updated plans.
- There is a need for a landscaping plan to see how the site will be screened from abutters.
- Parking plan seems inadequate for the site
- Updated site survey that shows existing conditions of ledge to better understand the grading changes.
- Lack of construction management plan. How will truck activity impact abutters?

The Applicant will provide responses for future meetings for the following:

- Response to peer review of traffic report
- Ledge boring report
- Sound study that includes impact of pump station
- Updated civil plans by 10/31.

The Board discussed scheduling the next meeting for December 3, 2025 to allow enough time for updated plans from the Applicant and the next peer review report to be ready.

The Board received several written comments before the hearing and heard several public comments during the meeting. Chris Spendley, 28 Summit Ave, Councilor Karamcheti, 24

Botolph Street, Sean Malkis, 60 Woodlawn Ave, and Ruth Greenholz, 68 Woodlawn Ave voiced concern over:

- Parking for the site is inadequate. Parking issues will have an impact on abutters.
- Plans are lacking in detail
- Stormwater issues
- Site disturbance
- Construction vehicles impact on neighborhood
- Impact on traffic
- Impact on quality of life for area
- Proposed project does not fit within character of neighborhood
- Emergency vehicle access to the site

The Board voted 5-0, to continue the case to the meeting on Wednesday, December 3.

Documents:

ZBA Application materials, case 25-014

Stantec's Traffic Peer Review, Oct 22, 2025

## **OTHER BUSINESS**

### **Next Meeting**

The next meetings are scheduled for November 12 and December 3, 2025.

The meeting adjourned at 9:45 pm.