

MELROSE PLANNING BOARD
MEETING MINUTES
Regular Meeting
Monday, September 27, 2021
7:30 PM
Remote Meeting

PRESENT: Beth Delahaij, Anne DeSouza Ward, Paul King, Robert Mercado, Carla Morelli, John Sadowski, Greg Sampson & Jack Welch

ABSENT: None

STAFF PRESENT: Denise Gaffey, Director and City Planner & Lori Massa, Planning Coordinator

The meeting was called to order at 7:35 PM by Mr. Sampson.

Pursuant to An Act Extending Certain COVID-19 Measures Adopted During the State of Emergency signed by Governor Baker on June 16, 2021, this meeting was 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 could be found on the City of Melrose's website, at www.cityofmelrose.org. 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, they would be post on the mmtv3.org website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting. A link was also available on www.cityofmelrose.org.

Meeting access information was found at the following link: www.cityofmelrose.org/remote-meetings.

SUBDIVISION PUBLIC HEARING

Summit Avenue Modified Subdivision, North Shore Residential Development, Inc.
North Shore Residential Development, Inc. submitted an application for a modification of a subdivision plan for Summit Avenue. At the August 23 meeting the Board voted to accept the application. Ms. Gaffey let the applicants know that one Board member resigned and one member will be resigning soon and may not be present for all of the hearings for this case. Attorney McAvoy appeared to request a continuance to a future meeting to have more than seven members able to vote on the application. Mr. Sampson explained to the attendees that by not having a substantial discussion and hearing public testimony tonight all future Board members would be able to vote on the case. A member mentioned coordinating a site visit and that will be done in early November.

Ms. DeSouza Ward made a motion to continue the case as requested to October 25, 2021. Mr. Welch seconded the motion. All voted in favor. None were opposed.

APPROVAL OF MINUTES

Planning Board Regular Meeting, August 23, 2021

Mr. Sadowski made a motion to approve the meeting minutes. Mr. King seconded the motion. All members voted in favor. None were opposed.

RECOMMENDATIONS TO THE BOARD OF APPEALS

Board of Appeals Public Hearing on October 13, 2021:

Case 21-024, 307 Porter Street, John Markham

The Planning Board took no position on the application. Mr. Welch made a motion to send the Board of Appeals a letter that states that this case involves judgments that can best be determined by the Board of Appeals based on the application materials and the information provided by the applicant and abutters at the public hearing. Mr. King seconded the motion. All members voted in favor. None were opposed.

Documents: Applicant materials for Case 21-024

Case 21-026, 6 Prospect Street, Adam Gillis

The Planning Board took no position on the application. Mr. Sadowski made a motion to send the Board of Appeals a letter that states that this case involves judgments that can best be determined by the Board of Appeals based on the application materials and the information provided by the applicant and abutters at the public hearing. Mr. Welch seconded the motion. All members voted in favor. None were opposed.

Documents: Applicant materials for Case 21-026

Case 21-027, 373 Pleasant Street, Boghos Properties, LLC

The Planning Board approved the Site Plan on August 23, 2021 for this property to construct a seven-residential unit building with one affordable unit and 14 parking spaces within the building. The applicant worked with the Board and changed proposed plans for the development based on our feedback and comments from the neighbors.

The Board recommended approving the variances requested, which would allow the project to move forward. The variances are fairly minor in nature and justified. The lot width requirement would be an issue for any development. The lot size needed for seven units, although still requiring a variance, is not far off from conforming and the seventh unit will be a benefit to the City as it will be a desirable 3-bedroom affordable unit. The easement in the rear limits buildable area of the lot and pushes the building forward resulting in the need for a front yard variance. The proposed front yard setback would not be inconsistent with other structures on the block. Ms. DeSouza Ward made a motion to send this recommendation to the Board of Appeals. Mr. Welch seconded the motion. All members voted in favor. None were opposed.

Documents: Applicant materials for Case 21-027

NEXT MEETING

Planning Board Meeting, Monday, October 25, 2021

The meeting adjourned at 8:00 pm.