

MELROSE PLANNING BOARD
MEETING MINUTES
Regular Meeting
Monday, February 27, 2023
7:30 PM
Remote Meeting

PRESENT: Tim Bailey, Beth Delahaij, Anne DeSouza Ward, Carla Morelli, Greg Sampson, Jack Welch, Michael Aveni & Paul King

ABSENT: Brian Gregory

STAFF PRESENT: Denise Gaffey, Director & City Planner, Lori Massa, Senior Planner & Maya Noviski, Assistant Planner

The meeting was called to order at 7:32 PM by Mr. Sampson.

Pursuant to An Act Relative to Extending Certain State of Emergency Accommodations, signed into law by Governor Baker on July 16, 2022, 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:
<https://www.cityofmelrose.org/remote-meetings>

APPROVAL OF MINUTES

Planning Board Regular Meeting, February 27, 2023

Board Members had no comments or adjustments to the minutes. Mr. King made a motion to approve the meeting minutes. Mr. Welch seconded the motion. All members voted in favor. None were opposed.

SUBDIVISION—REQUEST TO REDUCE BOND AMOUNT

Patrick's Place/0 Swains Pond Avenue Subdivision

Ms. Gaffey explained that the amount the Planning Board voted to approve for the bond reduction submitted by the Applicant at the last meeting was incorrect and did not reflect the current request for a reduction. The updated amount on the schedule of values is accurate – the remaining bond amount would be \$296,225 which is mostly for pavement and associated work. The Engineering Department has approved of the bond reduction request. Ms. Gaffey clarified

that this amount will cover the costs of the necessary roadwork should the Developer default and the City need to complete the project.

Ms. DeSouza Ward made a motion to grant the request. Mr. Aveni seconded the motion. All voted in favor. None were opposed.

Documents: Schedule of Values, February 27, 2023

RECOMMENDATIONS TO THE BOARD OF APPEALS

Board of Appeals Public Hearing on March 8, 2023.

Case 23-002 4-6 Howard St.

Members noted that the design of the parking spaces will be difficult for future residents since the property is located near a roundabout and backing out of the driveway may be challenging. Members were supportive of the variance request commenting that the lot area deviation is de minimus and converting the single-family dwelling unit to a two-family dwelling unit will benefit the City's housing stock while keeping within the neighborhood context. However, they emphasized that the parking should be designed to be as safe as possible.

Mr. King made a motion to send a letter of support to the Board of Appeals for variance. Mr. Welch seconded the motion. Ms. DeSouza Ward made an amendment to the motion to ensure that the discussion points were included in the letter. All voted in favor. None were opposed.

Documents: Applicant Materials for Case 23-002

OTHER

Ms. Gaffey reviewed the schedule for the March meetings including the City Council hearing on March 6th, 2023 for the proposed zoning amendment package.

NEXT MEETING

The next meeting of the Planning Board is scheduled for March 13, 2023.

The meeting adjourned at 8:06 pm.