

TOWN OF BELMONT
PLANNING BOARD
MEETING MINUTES

April 18, 2023

RECEIVED
TOWN CLERK
BELMONT, MA

DATE: June 8, 2023
TIME: 8:43 AM

Present: Matt Lowrie, Chair; Thayer Donham; Karl Haglund, Carol Berberian

Absent: Jeff Birenbaum; Renee Guo

Staff: Ara Yogurtian, Assistant Director, Offices of Community Development

This meeting was held remotely using Zoom video conferencing technology, as permitted by the Massachusetts Act Relative to Extending Certain State of Emergency Accommodations, which became effective July 16, 2022. Update 3/30/23: The State has extended authorization for virtual public meetings through March 31, 2025.

Mr. Lowrie introduced Planning Board members and reviewed a summary of the items that were on the agenda.

1. Meeting Called to Order 7:00 PM.

2. Continued Cases:

a) Case No. 23-04 - Design and Site Plan Review 350 Prospect Street – Belmont Hill School

Applicant requests Design and Site Plan Review approval to construct a new 7,000 sq. ft. facilities building, construction of a parking lot for staff and visitors and other associated site improvements at 283, 301, 305, 315 Prospect Street and 12 & 20 Park Avenue located in a Single residence A (SRA) zoning district.

Mr. Lowrie noted that the public comment portion for this case has been closed and this meeting would be to discuss the opinion letter.

Ms. Cardoza, representing the Belmont Hill School, mentioned that the number of spaces at the Zamboni lot was 26 not 23.

Mr. Lowrie said there is still a pending appeal of the determination that the Conservation Committee has no jurisdiction because all the work was outside of the wetland buffer zone. He recommended that they include a condition that this appeal was to be resolved before work begins.

Mr. Fitzgerald, Attorney representing the Belmont Hill School, noted that they will have approval from all agencies with jurisdiction before the work begins. The Conservation Committee dispute was over the delineation of the wetland boundary, and he believes that the work could proceed.

Mr. Haglund noted that this was a matter between the lawyers. He was in support of a condition that the appeal be settled before the work starts. Ms. Donham noted that it was important to settle the appeal before work started.

Ms. Donham made a few minor edits to the opinion letter. Mr. Haglund had no comments on the Opinion. Mr. Lowrie was authorized to sign the opinion letter with the following changes:

- Corrections to the spelling of Ms. Donham's name
- Add a condition: The Conservation Commission appeal was to be resolved before work begins within a hundred feet of the identified wetlands area.
- Capitalize "Streets" throughout the document.
- Add a preface to the conditions section (as provided by Ms. Donham).
- Updates to any other typographical errors.

Ms. Donham and Mr. Haglund authorized Mr. Lowrie to make these changes to the document.

Mr. Lowrie said that this closes the hearing on this case. He thanked everybody for their hard work on the project.

3. Update on Cases, Planning Board Projects and Committee Reports.

Mr. Lowrie announced that he will resign effective May 1, 2023. Ms. Donham announced that she will be leaving at the end of her second term at the end of June.

4. Review and approve Planning Board meeting minutes: March 7, 2023, March 14, 2023 and March 21, 2023.

MOTION to approve meeting minutes with minor changes for March 7, 2023 was made by Mr. Lowrie and seconded by Ms. Donham. Motion passed.

YES votes-

Matt Lowrie

Thayer Donham

Karl Haglund

Carol Berberian

MOTION to approve meeting minutes with minor changes for March 14, 2023 was made by Mr. Lowrie and seconded by Ms. Donham. Motion passed.

YES votes-

Matt Lowrie

Thayer Donham

April 18, 2023
Planning Board
Page 3

Karl Haglund
Carol Berberian

Meeting Minutes for the March 21, 2023 meeting to be reviewed at a later date.

5. Adjourn 7:42 PM.

The Planning Board's next scheduled meeting will be held on Tuesday, May 2, 2023.