

TOWN OF BELMONT
PLANNING BOARD
MEETING MINUTES
October 3, 2023

RECEIVED
TOWN CLERK
BELMONT, MA

DATE: November 28, 2023
TIME: 2:39 PM

Present: Jeff Birenbaum: Chair; Carol Berberian: Vice Chair; Andrew Osborn;
Taylor Yates; Renee Guo

Absent: Thayer Donham

Staff: Ara Yogurtian, Assistant Director, Planning and Building Department
Chris Ryan: Senior Planner, Planning and Building Department

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.

1. Meeting Called to Order at 7:00 PM

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

2. Public Hearings:

a) Case No. 23-22 One Special Permit
17 Cutter Street - Jae and Mary Anne Sparks

Applicants request One Special Permit to construct a two-story rear addition at 17 Cutter Street located in a General Residence (GR) zoning district. Section §1.5.4A (2) of the By-Law allows alterations and expansions greater than 300SF in the GR district by Special Permit granted by the Planning Board. The proposed 2-story addition is 458 SF.

Jae and Mary Anne Sparks, Applicants, presented plans to construct a two-story addition. Mr. Sparks noted that they needed more space for their growing family. The addition will add an additional kitchen and a fourth bedroom. They have had a significant number of neighbors sign a petition of support.

Ms. Berberian reviewed the neighborhood analysis. She noted that there were much larger properties in the neighborhood when compared to the multi-family homes. She said it was a very cohesive and thoughtful design.

MOTION to approve was made by Mr. Birenbaum and seconded by Ms. Berberian
Motion passed.

YES votes-

**Jeff Birenbaum
Carol Berberian
Andrew Osborn
Taylor Yates
Renee Guo**

3. Continued Cases:

a) Case No. 23-17 Design and Site Plan Approval 297 Concord Ave. - Municipal Skating Rink Building Committee

Applicants request Design and Site Plan Approval to construct a new Ice-Skating Rink at 297 Concord Ave. located in a General Residence (GR) zoning district. Section 7. 3. 2 a) of the Zoning By-Law requires Design and Site Plan Review Approval from the Planning Board for the construction of a nonresidential building that has a total Gross Floor Area greater than 2,500 square feet or a proposal that results in the need for six (6) or more parking spaces.

Mr. Birenbaum recused himself from this portion of the meeting.

Mr. Ted Galante, Architect, presented the updates and reviewed the changes that were made as requested by the Board since the last meeting.

There were no questions from Board Members

There were no questions from the public.

Ms. Berberian noted that the approval was for the building only and they would need to come back for Design Site Plan Review.

Mr. Yogurtian explained that there would be many more reports submitted and reviewed by peer review along with the Planning Board before a building permit could be issued. He suggested that the Applicants have a meeting with Mr. Clancy, the Town Engineer, to make sure that they have what he needs before the Planning Board even takes a vote on the building.

Mr. Gatzunas, CHA, noted that there was a long lead time for the order of the manufactured building, and this is why they need prior authorization for the building before the Design and Site Plan Review.

Mr. Galante said that he understood the risk and the intent was to help the Town advance the Town's project in a way that allows a schedule to be met and for the project to move forward. The building is a replacement in kind for the Town and they are not asking for anything outside of special consideration and all codes will be met.

Mr. Ryan, Senior Town Planner, noted that they should consider getting a Town Council opinion on MGL 40A. The early building permit for the building is to be taken at their own risk. There is another Planning Board meeting in a week, and it could be worth it just to wait for the meeting on October 10, 2023 and at this point, they could have Town Council opinion by then.

MOTION to continue to October 10, 2023 was made by Ms. Berberian and seconded by Ms. Guo. Motion passed.

YES votes-

Carol Berberian

Andrew Osborn

Taylor Yates

Renee Guo

Mark Haley, Chair of the Skating Rink Building Committee, noted that they could not apply for the building permit until the designer designs the building. Mr. Yogurtian reiterated that they will need to meet with Mr. Clancy to get an understanding as to what the minimum requirements will be in relation to the stormwater management plans and other report requirements.

b) Case No. 23-21 Design and Site Plan Review Approval 336 Concord Ave (SRC) - Belmont Public Library, Conrad Ello, AIA, LEED AP, agent

Applicant requests Design and Site Plan Review Approval to construct a Library at 336 Concord Ave. located in a Single Residence C (SRC) zoning district. Section 7.3. 2 a) of the Zoning By-Law requires Design and Site Plan Review Approval from the Planning Board for the construction of a nonresidential building that has a total Gross Floor Area greater than 2,500 square feet or a proposal that results in the need for six (6) or more parking spaces.

Mr. Birenbaum recused himself from this portion of the meeting.

Noel Murphy, described improvements that were made to the contractor's access to the Golden Bowl.

Mr. Murphy reviewed the updated exterior lighting plan and photometric report.

Ms. Berberian asked to hold off on the discussion of Wellington Brook and the stormwater management until they get a response from the Conservation Commission.

David Conway, Civil Engineer, noted that the Conservation Commission process has begun, and they will submit the application within the next week or two.

Mr. Gatzunas noted that the Golden Bowl would be restored back to the condition that it is today. There were no discussions of this space being turned into a conforming parking space.

A materials board will be delivered by Mr. Gatzunas to the Town Hall.

MOTION to continue to November 14, 2023 was made by Ms. Berberian and seconded by Mr. Yates. Motion passed.

YES votes-

**Carol Berberian
Andrew Osborn
Taylor Yates
Renee Guo**

4. Review and approve the August 22, 2023 and September 5, 2023 meeting minutes.

Mr. Birenbaum returned to the meeting at 8:28 PM.

MOTION to approve the August 22, 2023 meeting minutes was made by Mr. Birenbaum and seconded by Ms. Berberian. Motion passed.

YES votes-

**Carol Berberian
Taylor Yates
Renee Guo**

MOTION to approve the September 5, 2023 meeting minutes was made by Mr. Birenbaum and seconded by Ms. Berberian. Motion passed.

YES votes-

Carol Berberian
Taylor Yates
Renee Guo
Jeff Birenbaum

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

- On October 17, 2023, the Co-chair of the Bike Path will present the current plans for the bike path just as an informational update.
- MBTA Communities Act Committee will give an update in November or December.
- Restaurant zoning comments from Town Council will be sending an updated version of the draft to the Planning Board members.
- Mr. Birenbaum asked Mr. Yogurtian to explain who was responsible for enforcing construction logistics management conditions. Mr. Yogurtian noted that if there was an issue, the Town Staff members would go over and tell them that they must comply. If they do not listen, then the Highway Department and the Police Department are called to write a citation.

6. Adjourn 8:50 PM.

The Planning Board's next scheduled meeting will be held on Tuesday, October 10, 2023.