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# TOWN OF BELMONT PLANNING BOARD

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**CASE NO.** 21-07

**APPLICANT:** Wendy J. Murphy, Belmont Woman's Club

**PROPERTY:** 661 Pleasant Street

**DATE OF PUBLIC HEARINGS:** April 8, 2021  
Continued: April 20, 2021  
May 18, 2021  
June 1, 2021  
June 15, 2021  
June 22, 2021  
July 6, 2021  
July 20, 2021

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**MEMBERS SITTING/** Stephen Pinkerton, Chair  
Thayer Donham  
Ed Starzec  
Matt Lowrie  
Karl Haglund  
Renee Guo

**MEMBERS VOTING:** Stephen Pinkerton, Chair  
Thayer Donham  
Ed Starzec  
Matt Lowrie  
Karl Haglund

## Introduction:

This matter came before the Planning Board ("Board") of the Town of Belmont ("Town") acting as the Special Permit and Design and Site Plan Review Approval Granting Authority under the Zoning By-Law of the Town of Belmont, Massachusetts ("By-Law") and Chapter 40A of the Massachusetts General Law ("Zoning Act"). The Applicant, Wendy J. Murphy, requested Design and Site Plan Review by the Board for an application to allow the construction of associate parking spaces. Section 7.3.2 a) of the By-Law allows the construction of more than 6 parking spaces by Design and Site Plan Review and approval by the Planning Board.

## Proposal:

In the revised submitted material, the applicant seek to add 11 parking spaces (including 1 handicap space) to the left side of the Homer House. The additional parking spaces will be used Belmont Women's Club (BWC) members, lawful tenants and their guests; authorized BWC and lawful tenant functions and events; and building maintenance services.

## Submissions to the Board:

- 1) March 2, 2021 Application Submissions:
  - a. Denial Letter;
  - b. Application for Design and Site Plan Review;
  - c. Description of Proposal;
  - d. Proposed Site Plan - Partial & Details;

Belmont Woman's Club  
661 Pleasant Street  
Belmont, MA 02478

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- e. Site Improvements;
  - f. Conservation Plan;
  - g. Driveway Application;
- 2) Revised Documentation:
- a. Plan of Conservation Restriction;
  - b. Grant of Conservation Restriction;
  - c. Description Of Proposal To Add Parking Spots To The W.F. Homer House;
  - d. Photography of a Stone Wall;
  - e. Topographic Plan;
  - f. Revised Site and Grading Plan, dated 06/03/2021;
  - g. Revised Plans, dated 06/30/2021;
  - h. Belmont Woman's Club Proposed Parking Plan Description;
  - i. Email from Belmont Land Trust 07/01/2021;
  - j. Woman's Club Submission 07/01/2021.

### **Public Hearing:**

The Board held a duly advertised public hearing conducted via ZOOM videoconference (in connection with current restrictions regarding social distancing in connection with COVID-19) on April 8, 2021, and it was continued to April 20, 2021 (no deliberation), May 18, 2021 (no deliberation), June 1, 2021 (no deliberation), June 15, 2021 (no deliberation), June 22, 2021, July 6, 2021, and July 20, 2021. Ms. Guo was absent at the July 6, 2021 meeting session but she reviewed the recording and certified by submitting the Mullin Rule Certification. The public hearing was closed at the July 20, 2021 public hearing. Mr. Rojas and Ms. Murphy presented the project to the Board.

Issue raised by Board members at the April 8<sup>th</sup> Meeting:

- The number of proposed parking spaces compared to the observed demand.
- Landscaping and the proposed height of the stone wall.

Ms. Harrington from the Historic District Commission (HDC), noted that the landscaping was an important aspect to this property. She requested the topography plans, elevations and plans for how the wall related to the building itself. The HDC had significant concerns about how these changes will impact the house.

Ms. Meier from the HDC, was supportive of the Woman's Club efforts to restore the Homer House. She noted that this project will require a certificate of appropriateness and the HDC was a design review committee. She said that the biggest concern was the height of the wall, it was unclear with how the granite walls would interact with the slope. The public hearing has not happened yet. The vote would take place at the meeting in May, or they could set up a special meeting.

Mr. Pinkerton noted that he would like to see a more detailed description of the wall and if there is a lower elevation to see that a larger contour drawing would be nice as well. He noted that he was concerned with the esthetics.

Issue raised by Board members at the June 22<sup>nd</sup> Meeting:

- The use of the parking spaces beyond events and woman's meeting.
- Signage.
- The need for a landscaping plan.
- The inspection of the proposed granite blocks.

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- Grading Plan.
- Handicap Space.

Mr. Pinkerton and Mr. Lowrie will make a list of potential conditions and send them individually to the Town to compile and send to the applicant.

Approval of a future garden path is not being requested at this time.

Ms. Moyles from the HDC, noted that the site plan was different than what the HDC had looked at in the past. The HDC would need to review the new plan. Before parking was permitted in the space the BWC will need approved signage by the PB and the HDC.

### **Deliberation and Decision:**

On July 20, 2021, the Board deliberated on the Applicant's request for Design and Site Plan Approval under Section 7.3.2 a) of the Zoning By-Law to allow the construction of 11 parking spaces.

Accordingly, upon motion duly made and seconded, **the Board voted 5-0 to approve the Applicant's request for a Design and Site Plan Review at 661 Pleasant Street located in a SR-A zoning district with the following conditions:**

1. This approval is based upon the plans presented at the July 20, 2021 Planning Board Meeting. No modifications may be made without the approval of the Board, or a determination in writing by the Board that the modification is so minor that the approval by the Board is not required.
2. Parking in the new spaces shall be allowed as permitted for Belmont Women's Club (BWC) members, lawful tenants and their guests; authorized BWC and lawful tenant functions and events; and building maintenance services. Any other onsite parking, other than for pick-ups and drop-offs, shall require separate approval of an application for Accessory Use under ZBL §3.3.
3. The BWC shall notify the Historic District Commission (HDC) and the Planning Board (PB) of the start of construction.
4. Designated HDC and PB members shall approve the selection of stones for the retaining wall prior to installation.
5. The BWC shall prepare a final landscape plan for HDC and PB approval prior to installation of landscaping to screen the parking lot from views from the east and west. If plans are not submitted within six months from the date of this decision, the BWC shall appear before the PB to report the status of compliance with landscaping requirements.
6. The BWC shall apply to the HDC for approval of any future handicap access plan.
7. The BWC shall submit certification from a landscape architect or civil engineer that the plan as submitted complies with all requirements for ADA parking including slope in all directions.
8. Before parking is permitted in the spaces, the HDC and PB shall approve parking signage.

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On Behalf of the Board,



Robert Hummel, Senior Planner  
Dated: August 2, 2021

I, Ellen O'Brien Cushman, hereby certify that twenty (20) days have elapsed after the decision was filed in the office of the Belmont Town Clerk on August 2, 2021, and further I certify that no appeal has been filed with regard to the granting of said Design & Site Plan Approval with eight (8) conditions with Scrivener's Error that was filed on August 4, 2021.

September 10, 2021



Ellen O'Brien Cushman, Town Clerk  
Belmont, MA

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TOWN CLERK  
FEB 2 2021

**MODIFICATION OF DECISION TO CORRECT**  
**SCRIVENER'S ERROR**

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**Wendy J. Murphy, Belmont Woman's Club**  
**PLANNING BOARD DECISION**

**TOWN OF BELMONT**  
**PLANNING BOARD**

**Case No.:** PB 21-07  
**Property Address:** 661 Pleasant Street  
**Date of Public Hearing:** July 20, 2021

In the decision, two scrivener's error were made – the name of the Applicant's organization was inadvertently transcribed incorrectly twice.

- On the first page of the decision the name of the applicant's organization is identified as **Belmont Women's Club** under the "Proposal" paragraph. The correct name of the applicant's organization is **Belmont Woman's Club**.
- On the third page of the decision the name of the applicant's organization is identified as **Belmont Women's Club** under condition 2. The correct name of the applicant's organization is **Belmont Woman's Club**.

On Behalf of the Planning Board

Date: August 4, 2021



Robert Hummel  
Senior Planner  
Office of Community Development

I, Ellen O'Brien Cushman, hereby certify that twenty (20) days have elapsed after the decision was filed in the office of the Belmont Town Clerk on August 2, 2021, and further I certify that no appeal has been filed with regard to the granting of said Design & Site Plan Approval with eight (8) conditions with Scrivener's Error that was filed on August 4, 2021.

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Ellen O'Brien Cushman, Town Clerk  
Belmont, MA