



# Town of Brookline Massachusetts

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## PLANNING BOARD

Steve Heikin, Chair  
James Carr  
Linda K. Hamlin  
Blair Hines  
Matthew Oudens  
Mark J. Zarrillo

## BROOKLINE PLANNING BOARD MINUTES By Zoom Event July 1, 2021 – 7:30 p.m.

**Board Present:** Steve Heikin, Mark Zarrillo, Linda Hamlin, Blair Hines  
**Staff Present:** Victor Panak

Steve Heikin opened the meeting.

### 1) PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Mr. Heikin discussed the appointment of a new Planning Board member (Shelly Chipimo), the potential for the Board to submit a warrant article to Town Meeting relating to parking, and the need for the Board to act on the 2020 BFAC recommendations.

### 2) BOARD OF APPEALS CASE (Tentative Zoning Board of Appeals Hearing Date) and relevant Precinct:

**184 Clark Road** – Construct rear addition (greenhouse, covered porch, and potting area) requiring zoning relief for floor area ratio. (7/8) Pct. 12

Victor Panak briefly summarized the project and indicated that the Planning Department is supportive.

Cameron Merrill (attorney) briefly introduced the design team and summarized the proposal as well as the reason motivating the change to the property.

Steven Elmets (architect) provided the Board with a presentation of the proposed plans.

Ms. Hamlin indicated that she is supportive of the proposal. Mr. Zarrillo and Mr. Hines agreed.

There were no public comments.

**Mr. Heikin moved to recommend approval of the site plan by Everett M. Brooks Co., dated 3/3/21, and architectural plans by Steven Elmets Architecture, dated 3/30/21, subject to the following conditions:**

- 1. Prior to the issuance of a building permit, the applicant shall electronically submit final floor plans and elevations, stamped and signed by a registered architect, and a final site plan, stamped and signed by a registered engineer or land surveyor, to the Assistant Director for Regulatory Planning for review and approval.**
- 2. Prior to the issuance of a building permit, the applicant shall electronically submit to the Building Commissioner for review and approval a) the site plan, floor plans, and elevations displaying the approval stamp of the Assistant Director for Regulatory Planning; and b) evidence that the Board of Appeals decision has been obtained from the Town Clerk’s office by the applicant or their representative and recorded at the Registry of Deeds.**

**Ms. Hamlin seconded the motion. The Board voted 4-0 to approve the motion.**

**96 Verndale Street** – Renovation to include new roof structure and attic addition, new porch and deck in the rear, addition to the front, requiring zoning relief for setbacks and height.  
(7/8) Pct. 9

Victor Panak briefly summarized the project and indicated that the Planning Department is supportive.

Bob Allen (attorney) introduced the members of the applicant team, summarized the proposal, and reviewed the zoning relief.

Ralph Kilfoyle (architect) provided the Board with a presentation of the proposed plans.

Mr. Heikin clarified exactly what part of the proposal required zoning relief but otherwise expressed support for the proposal.

Ms. Hamlin expressed support for the proposal. Mr. Zarrillo agreed.

The Board and applicant discussed whether the building can be made fossil-fuel-free.

There were no public comments.

**Mr. Heikin moved to recommend approval of the site plan by Keenan Survey, dated 7/1/21, and architectural plans by RDK Architects, dated 7/1/21, the Planning Department recommends the following conditions:**

- 1. Prior to the issuance of a building permit, the applicant shall electronically submit final floor plans and elevations, stamped and signed by a registered architect, and a final site plan, stamped and signed by a registered engineer or land surveyor, to the Assistant Director for Regulatory Planning for review and approval.**

2. **Prior to the issuance of a building permit, the applicant shall electronically submit to the Building Commissioner for review and approval a) the site plan, floor plans, and elevations displaying the approval stamp of the Assistant Director for Regulatory Planning; and b) evidence that the Board of Appeals decision has been obtained from the Town Clerk’s office by the applicant or their representative and recorded at the Registry of Deeds.**

**Mr. Zarrillo seconded the motion. The Board voted 4-0 to approve the motion.**

### 3) **FINAL DESIGN REVIEW**

**101 Sumner Road** – Demolish existing two-family home and construct new two-family home requiring zoning relief for lot size, floor area ratio, setbacks, and open space. Pct. 6

Victor Panak briefly summarized the history of the proposal.

Scott Gladstone (attorney) reviewed the concerns of the Planning Board regarding the original design and explained the changes made to the project to address those concerns.

Henry Bobek presented the changes to the building, especially the modification to the front entrance.

Mr. Heikin asked about whether the driveway would be made of permeable pavers. Mr. Hines stated that they should be.

Mr. Hines provided a number of comments about the landscaping plan. He felt that it could use a lot of improvement. Mr. Zarrillo agreed and felt that while the chosen plants are adequate, more of them need to be added. He also felt that the porch needs to be 5 feet wide. Mr. Zarrillo added that he feels the applicant properly addressed the Board’s concerns but that the project could be further improved.

Ms. Hamlin agreed that the porch needs to be expanded. Ms. Hamlin also felt that residents should be able to directly access the sidewalk; the front entrance should not access directly into the driveway. Mr. Hines agreed with comments from Ms. Hamlin and Mr. Zarrillo. Mr. Heikin also agreed and added that a window should be added to the accessory garage.

Mr. Hines said he wants to see the landscape plan resubmitted. The Board briefly discussed a few additional needed changes to plan and agreed that the plan could be administratively approved by Planning staff.

**Mr. Heikin moved to approve the final design with discussed modifications provided that the final plans are reviewed and approved by the Assistant Director for Regulatory Planning. Mr. Zarrillo seconded the motion. The Board voted 4-0 to approve the motion.**

**14 Green Street** - Demolish existing building and construct a 4-story mixed-use building with 5 residential units requiring zoning relief for setbacks, open space, design review, and parking. Pct. 8

Victor Panak briefly summarized the Planning Board's previous review of the project and the outstanding concerns raised by the Planning Board at their last meeting.

Bob Allen summarized comments made by the Planning Board at the previous meeting and discussed how the applicants had revised their plans to address those comments.

Dennis Greenwood provided a presentation of the plans and summarized the sustainability elements included in the project.

Mr. Hines felt that a larger setback should be provided. Other Board members did not necessarily agree. Board members agreed that the building could be moved back by 2 feet to provide the desired setback. The change would impact the needed zoning relief but the Board requested that the Planning staff consider approving the alteration administratively.

Mr. Heikin asked whether the building might not have too much glass. Mr. Greenwood indicated that energy modeling had not been done yet, but it would be looked into.

**Mr. Heikin moved to approve the final design with discussed modifications (building moved back 2 feet) provided that the final plans are reviewed and approved by the Assistant Director for Regulatory Planning. Ms. Hamlin seconded the motion. The Board voted 3-0-1 to approve the motion.**

#### 4) APPROVAL OF MINUTES

**Mr. Heikin moved to approve the minutes from 6-24-21. Mr. Zarrillo seconded the motion. The Board voted 3-0-1 to approve the motion.**

**The meeting was adjourned.**