



# Town of Brookline Massachusetts

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## PLANNING BOARD

Steve Heikin, Chair  
Andrea Brue  
Shelly Chipimo  
Linda K. Hamlin  
Abigail Hiller  
Blair Hines  
Mark J. Zarrillo

## BROOKLINE PLANNING BOARD MINUTES By Zoom Event April 13, 2022 – 8:30 a.m.

**Board Present:** Steve Heikin, Mark Zarrillo, Linda Hamlin, Abigail Hiller, Shelly Chipimo, Blair Hines (joined at 8:55am)

**Staff Present:** Kara Brewton, Victor Panak

**Materials related to each agenda item can be found at:**  
<https://meetings.brooklinema.gov/OnBaseAgendaOnline/>

Steve Heikin opened the meeting.

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

There were no public comments on matters not on the agenda.

### 2) BOARD OF APPEALS CASES

**41 Codman Road** (*Continued from 3/3/22*) – Construct additions on side and rear of existing building requiring zoning relief for setbacks and floor area ratio. (TBD) Pct. 5

Bob Allen (attorney) introduced the proposal and briefly summarized the Board's deliberations from 3-3-22.

John Day presented the revised site plan.

John Haven presented the revised landscape plan.

Board members agreed that the revised plans are an improvement.

#### Public Comment

Neal Glick (attorney for the abutter, Roger and Kristin Servison) indicated that his client had worked with the applicant and settled on an acceptable tree protection plan. Mr. Glick requested that a stipulation be added that no tree removal will be done until the issuance of a building permit.

**Mr. Heikin moved to approve the site plan by Snelling & Hamel Associates Inc, dated 4/4/22 and architectural plans by LDA Architecture & Interiors, dated 12/14/21, 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 submit a landscape plan and tree protection plan for review and approval by the Assistant Director for Regulatory Planning. Such plans shall be consistent with the Landscape Plan, dated 4/6/22 by Leblanc Jones Landscape Architects and Tree Removal plans dated March 22, 2022 by Harrison McPhee Arboriculture. No tree shall be removed until a building permit is issued.**
- 3. 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 5-0 to approve the motion.**

Mr. Glick requested that the Assistant Director for Regulatory Planning’s approval of the Tree Protection Plan be conveyed to the Zoning Board of Appeals prior to the issuance of a building permit.

### **3) OTHER BUSINESS**

#### **Discuss Design Guidelines for the Boylston Street Corridor**

Mr. Zarrillo summarized the work of the Boylston Street Corridor Study Committee (BSCSC) and discussed the resulting design guidelines.

Mr. Heikin asked if the Planning Board is the only board/committee reviewing the design guidelines. Ms. Brewton stated that, to this point, the Planning Board is the only one.

Kara Brewton (Planning Director) provided the Board with a presentation on the proposed Design Guidelines for the Boylston Street Corridor.

The Board discussed the design guidelines. Mr. Heikin, Mr. Hines, and Ms. Hamlin provided substantive suggestions related to the setback requirements, open space requirements, protections for historic buildings, façade design, and other elements.

#### **Public Comment**

Tom Nally (a member of the BSCSC) noted that several of the Board’s suggestions had been discussed and considered by the BSCSC. Mr. Nally discussed and summarized some

of the intentions of the BSCSC in drafting the guidelines.

Deborah Brown (a member of the BSCSC) also discussed the work of the Committee.

John VanScoyoc (a member of the BSCSC) also discussed the work of the Committee and discussed his proposal that an at-grade crossing of the T line could work rather than a sky bridge.

Wendy Machmuller (a member of the BSCSC) also discussed the work of the Committee and the need for additional input from the residents of the neighborhood.

**The meeting was adjourned.**