



# Town of Brookline

## Massachusetts

Town Hall, Third Floor  
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[www.brooklinema.gov](http://www.brooklinema.gov)

### PLANNING BOARD

Steven A. Heikin, Chair  
Mark J. Zarrillo, Clerk  
Andrea Brue  
Linda K. Hamlin  
Blair Hines  
Matt Hyatt

## BROOKLINE PLANNING BOARD MINUTES

### By Zoom Event

### July 27, 2023 – 7:30 p.m.

**Board Present:** Steve Heikin, Mark Zarrillo, Andrea Brue, Linda Hamlin, Matt Hyatt,  
**Staff Present:** Beccah Mapure, Polly Selkoe, Nicole Paré

**Materials related to each agenda item can be found at:**  
<https://www.brooklinema.gov/DocumentCenter/Index/4393>

Steve Heikin opened the meeting.

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

No public comments were made.

The Planning Board asked staff for updates on several previously mentioned items of concern including unpermitted advertising within the outdoor seating area at Dolma Mediterranean Cuisine located at 5 Kendall Street, permitting for 116 Columbia Street, and construction progress at Boylston and Hammond Street.

Polly responded to the Planning Board.

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

**39 Lagrange Street (cont.)** – Construct rear addition on single-family home (8/3) Pct. 15

Beccah Mapure introduced the item and described the Planning Board's requested changes that had been made to the plans.

Applicant Fabio Oliveria presented the updated plan set, noting the material change to the exterior siding.

Steve Heikin thanked the Applicant for the updated drawings and noted the change to the exterior siding as an improvement.

**Steve Heikin made a motion to recommend approval. Mark Zarrillo seconded. The motion was approved unanimously.**

**The Planning Board recommends approval of the site plan by MATTHEW BELSKI JR., dated January 11, 2023 and architectural plans prepared by RAV & ASSOCIATES INC, PE, dated June 27, 2022 staff 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.**

**774 Boylston Street/51 Reservoir Road** – construct a chapel and reception hall to connect the Rectory and Dormitory buildings on the St. Lawrence Church site for the Redemptoris Mater Seminarists (8/3) Pct.14

Polly Selkoe introduced the item, provided historical information on site ownership, and described the existing buildings on the property. Polly also noted that the demolition stay was expiring at the end of this month and that the Preservation Commission had previously approved the plans excluding the bell tower.

Attorney Jennifer Gilbert further described the Planning Commission's action and stated that the Applicant team felt that the Planning Commission's concerns about the bell tower have since been addressed.

Jennifer noted a legal memorandum that had been submitted and included in the meeting materials which describes the legal precedent for religious exemptions from design review.

Architect Timothy Burke presented the plans and described how the proposed improvements will provide improved flow between buildings. Timothy also described several improvements that had been made in response to Preservation Commission comments and concerns. These improvements included a change in bell tower location from the previous location to the left of the new chapel fronting Boylston Street to the new location to the right of the Chapel fronting Boylston Street, improved exterior cladding material to limestone on the bell tower, and slate roof material.

Polly asked why the seminarists can't use the existing church on site and both Timothy and Father Antonio Medeiros responded that the church is too large for a small community of 23 seminarists and also that there had been some push back from parishioners of the existing church.

Steve thanked the architect for the detailed construction management plan included in the plan set and asked if the updated drawings had to go back to the Preservation Commission for approval.

Attorney Jennifer Gilbert responded that there are no requirements for Preservation Commission approval but that the applicant wanted to work with the Preservation Commission in a good faith effort for an overall design that suited the community.

Steve responded that he believes the new bell tower location is an improvement to the overall design.

Linda noted that the bell tower is going to feel close to Route 9 due to the severe slope of grade and suggested additional landscaping to improve views onto the site. Linda also asked about the schedule for the ringing of the bell tower and noise impacts to the surrounding neighborhood.

Tim responded that the traditional sounding of the bell would be heard in the immediate neighborhood but he did not yet know the schedule for the ringing of the bell.

Polly stated that it was her understanding that initial construction would not include a bell.

Tim concurred.

Andrea suggested adding a stone base element to the bell tower to help ground it to the plinth and provide more overall continuity with the design of the Chapel.

Steve suggested raising the height of the stone wall at the plinth on the left hand side to 60 inches from 30 inches to match the right hand side and make the bell tower appear more comfortable from street view. He also noted the height of the plinth above grade was 30 inches, which requires a safety railing or wall.

Andrea asked the architect if the bell tower was proposed in the same limestone as the Chapel and asked the architect to consider popping out the limestone to create the illusion of a distinctive base at the bottom of the tower.

Mark asked about the example chapel and bell towers from other locations that the architect showed in his presentation and suggested improving continuity between the two elements with the use of landscaping to tie the architecture of the chapel and bell tower into the surrounding area and streetscape.

Mark also pointed out that the steps coming off of the plinth do not appear to lead anywhere.

Tim and Jennifer agreed to look into options for providing a path to a contemplation garden or seating area for the seminarians.

Matt asked about materials such as those used on the arched entryway and the color of the limestone that would be selected for the chapel and tower.

Tim responded that the project team had not yet selected limestone, however, the material used would be slightly warmer than what is shown on the plans and will closely resemble the tone of the existing stucco clad church on site.

Steve asked if the development would be fossil fuel free.

Tim responded that yes, the site will be fossil fuel free using a heat pump system.

Steve spoke for the Planning Board stating that they were ok with the bell tower location and current design if landscaping surrounding the plinth was further articulated and the height of the plinth wall looked at as suggested ways to further ground the bell tower to other elements on the site.

Steve suggested the Planning Board ask for final design review after the Zoning Board of Appeals specifically for review of the hardscape and landscape elements fronting Boylston Street.

**Steve Heikin made a motion to recommend approval. Andre Brue seconded. The motion was approved unanimously.**

**The Planning Board recommends approval of the site plan prepared by A.S. ELLIOTT ASSOCIATES, PLS, dated July 6, 2022 and architectural plans prepared by TIMOTHY BURKE ARCHITECTURE, RA, dated July 6, 2022 , the staff 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 Planning Board for review and approval.**
- 2. Prior to the issuance of a building permit, the applicant shall electronically submit final landscaping plans, stamped and signed by a registered architect or landscape architect, to the Planning Board for review and approval.**
- 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.**

**603-605 Boylston Street (cluster development)** – review of final design for previously approved 2019 ZBA case to develop a cluster subdivision with 13 total units. Twelve will be new, and one will include the existing home and garage at 619 Boylston Street Pct. 14

Polly Selkoe introduced the item. Polly noted that the project had been approved in 2019 by the Planning Board but the decision was appealed. She also noted that the original approval conditions stated final design review by the Planning Board was required.

Attorney Jennifer Gilbert spoke to the previous approval and current requested actions required for the project prior to building permit application.

Architect Stephen Tise provided a general description of the project and noted density, setback, and other requirements of the Cluster Development regulations of the Zoning By-Laws had been satisfied and that no substantial changes had been made from the previously approved plans. Stephen noted minor changes to the pool house to meet Board of Health requirements for the pool.

Steve Heikin asked the architect if stairs had been added to the upper left as shown on the current site plan.

Stephen responded that yes, a staircase had been added to provide a means for egress/ingress to the pool amenities for unit #13 and to provide rear yard access for maintenance personnel.

Landscape Architect Courtney Goode provided an overview of the landscape plan, noting the overall design had remained unchanged with the exception of an additional row of evergreen shrubs along Boylston Street to provide improved visual screening and a new green roof on the pool house.

Courtney also described the tree preservation plan and showed the two trees to be preserved on the site. Courtney noted that the project would be providing more than double the amount of trees that were proposed for removal.

Mark Zarrillo expressed concern about how landscaping would be planted and maintained given the slope of the front yard. Courtney responded that the lawn was proposed as no mow grass that does not require mowing or maintenance.

Stephen added that rain water would be harvested from building roofs to be used for on-site irrigation.

Stephen showed the new modern siding material that would be used which is proposed to have the same look but be more durable and made from recycled materials. Stephen briefly described the lighting plan.

Matt Hyatt and Andrea Brue described the architecture as handsome and well done.

Steve complimented the architect on the design and pointed out that the project will be making a substantial contribution to the Affordable Housing Trust.

**Steve Heikin made a motion to recommend approval. Matt Hyatt seconded. The motion was approved unanimously.**

**The Planning staff recommends approval of the site plan by Norman Lipsitz dated 2/21/19 and the floor plans and elevations by Tise Design Associates and DMS Design llc, Architect of Record, dated 12/18/18, subject to the following conditions:**

- 1. Prior to the issuance of a building permit, the applicant shall submit a final site plan, floor plans and elevations indicating façade design, colors, materials, windows, rooftop details, and placement of utilities for HVAC and transformers, subject to the review and approval of the Planning Board.**
- 2. Prior to the issuance of a building permit, the applicant shall submit final site and landscaping plans, indicating landscaping, fencing, lighting and drainage details and a planting plan, subject to the review and approval of the Planning Board.**
- 3. Prior to the issuance of a building permit, a construction management plan, including parking locations for construction vehicles, location of portable toilets, and a rodent control plan, shall be submitted for review and approval by the Building Commissioner, with a copy of the approved plan submitted to the Planning and Community Development Department.**
- 4. One temporary construction and/or development sign, no greater than 20 square feet, may be erected on site during the construction, subject to the review and approval of the**

**Assistant Director for Regulatory Planning.**

- 5. In accordance with Section 4.08 of the Zoning By-law and guidelines regarding “Cash Payments in Lieu of Affordable Units,” approved October 30, 2014, and with the choice of the applicant to make a cash payment in lieu of providing affordable units, the owner of the property shall make the following payment to the Brookline Housing Trust and provide the following documentation upon the sale of each unit:**

**A sum equal to 7.5% of the adjusted sales price of the unit (actual sales price, including the cost of all parking, less an exemption deduction of \$125,000 per unit) shall be deducted from the net proceeds due the seller for each of the twelve units at 603-619 Boylston Street, and provided to the Town in the form of a bank check, certified check or a check drawn on an Attorney Client’s Fund Account, payable to the Brookline Housing Trust, along with a copy of the unit deed and HUD Settlement Statement.**

**The check shall be mailed, accompanied by a copy of the HUD settlement statement, signed by the seller and buyer, and a copy of unit deed, by first class mail or hand delivery to:**

**Director of Planning & Community Development  
333 Washington Street – 3rd floor  
Brookline, MA 02445**

**If any condominium unit(s) is/are rented by the owner instead of sold, the cash payments relative to the units being rented shall be immediately due and payable, unless, upon a request by the owner due to a significant change in market conditions, the Director of Planning and Community Development approves a different schedule of payments.**

**Prior to issuance of a building permit, the owner shall execute a mortgage, escrow agreement, letter of credit or other documentation approved by the Director of Planning and Community Development to secure the cash payments required by this condition.**

- 6. Prior to the issuance of a building permit, the applicant shall submit to the Building Commissioner for review and approval for conformance to the Board of Appeals decision:  
1) a final site plan, stamped and signed by a registered engineer or land surveyor, including landscaping, walls, grading, and location of utilities; 2) building elevations, stamped and signed by a registered architect; and 3) evidence that the Board of Appeals decision has been recorded at the Registry of Deeds.**

**The meeting was adjourned at 9:37 p.m.**