

NEEDHAM PLANNING BOARD

Tuesday March 18, 2025

7:00 p.m.

Charles River Room

Public Services Administration Building, 500 Dedham Avenue

AND

Virtual Meeting using Zoom

Meeting ID: **880 4672 5264**

(Instructions for accessing below)

To view and participate in this virtual meeting on your phone, download the “Zoom Cloud Meetings” app in any app store or at www.zoom.us. At the above date and time, click on “Join a Meeting” and enter the following Meeting ID: **880 4672 5264**

To view and participate in this virtual meeting on your computer, at the above date and time, go to www.zoom.us click “Join a Meeting” and enter the following ID: **880 4672 5264**

**Or to Listen by Telephone: Dial (for higher quality, dial a number based on your current location):
US: +1 312 626 6799 or +1 646 558 8656 or +1 301 715 8592 or +1 346 248 7799 or +1 669 900 9128 or +1 253 215 8782 Then enter ID: **880 4672 5264****

Direct Link to meeting: <https://us02web.zoom.us/j/88046725264>

1. Joe Prondak – Discussion of the Definition and Interpretation of Floor Area Ratio (FAR) as Relates its Application to Commercial and Residential Property.
2. Public Hearing:

7:15 p.m. Scenic Road Act and Public Shade Tree Act: The Town of Needham, 1471 Highland Avenue, Needham, MA, Petitioner, (Property located at 1285 and 1307 South Street (Assessor’s Map 211, Parcel 5); across from 12 Fisher Street / 0 South Street (Assessor’s Map 209, Parcel 1); and 1115 South Street (Assessor’s Map 207, Parcel 3).
3. Presentation on M.G.L. Chapter 40B Project: Needham Enterprises, LLC, 105 Chestnut Street, Needham, MA 02492, Petitioner, (Property located at 339 Chestnut Street, Needham, MA, in the Chestnut Street Business Zoning District).
4. Board of Appeals – March 20, 2025.
5. Appointment Recommendation to Stephen Palmer Reuse Development Committee.
6. Minutes.
7. Report from Planning Director and Board members.
8. Correspondence.

(Items for which a specific time has not been assigned may be taken out of order.)

From: [Joseph Prondak](#)
To: [Alexandra Clee](#)
Subject: Tuesday 3/18
Date: Friday, March 14, 2025 12:16:28 PM

Hi Alex,

The purpose of my request to meet with the Planning Board is to discuss, and possibly arrive at some consensus as to how to apply the method in which we calculate FAR on various projects.

FAR as defined in the bylaw:

Floor Area Ratio (FAR) – the floor area divided by the lot area. Floor area shall be the sum of the horizontal areas of the several floors of a building **as measured from the exterior surface of the exterior walls**. Parking garages, interior portions of building devoted to off-street parking, and deck or rooftop parking shall be considered floor area.

It has recently come to light that some applicants are seeking to eliminate areas in their calculation that contain open wells on the second floor of a building/home such as occurs at a stairwells, open foyers, etcetera. This conflicts with the highlighted portion of the definition above.

While this may get resolved down the road through LHR, that will be some time down the road.

Thanks,

Joe Prondak
Needham Building Commissioner
781-455-7550 x72308

Dwelling – any fixed structure containing one or more dwelling units, but not including hotels, motels, boarding houses, or structures solely for transient or overnight occupancy.

Dwelling Unit – a room or group of rooms designed and equipped exclusively for use as living quarters for only one family including provisions for living, sleeping, cooking and eating.

Dwelling, Multi-Family - A building in the Needham Center, Chestnut Street or Garden Street Overlay District containing three or more dwelling units, which building houses only residential uses.

Family – (1) one or more persons related by blood or marriage and including not more than eight additional persons of which not more than six may be foster children and not more than four may be persons other than foster children, or (2) not more than five unrelated individuals per dwelling unit where one individual is the resident owner of the property, all living as a single housekeeping unit, or (3) not more than three unrelated individuals per dwelling unit living as a single housekeeping unit. The Board of Appeals may issue a special permit for up to two additional individuals per dwelling unit.

Farmers Market – A Farmers Market is activity which is comprised predominantly of activity whereby a) farmers display and sell (i) items that have been produced on farms they operate or (ii) items that have been produced on other farms through a farmer-agent relationship (such items to include food, flowers, plants, firewood, preserves, baked goods, soaps, wool products and similar items), such sales to be directly to the public and not through wholesale vendors, by the farmer, the farmer's employees, or farmer-agents, and b) bakery establishments display and sell their baked goods, such sales to be directly to the public and not through wholesale vendors, by the bakery establishment, its employees, or farmer-agents. A farmer-agent is defined as a farmer who is acting on behalf of another farmer (or bakery) on the basis of a direct contractual relationship with such farmer (or bakery) and there is no intermediary.

Floor Area, Gross – the sum of the areas of the several floors of each building on a lot including areas used for human occupancy in basements, attics, and penthouses, as measured from the exterior faces of the walls, but excluding cellars, unenclosed porches, balconies, attics, or any floor space in accessory buildings or in main buildings intended and designed for the parking of automobiles or for accessory heating and ventilating equipment, laundry, or accessory storage.

Floor Area Ratio (FAR) – the floor area divided by the lot area. Floor area shall be the sum of the horizontal areas of the several floors of a building as measured from the exterior surface of the exterior walls. Parking garages, interior portions of building devoted to off-street parking, and deck or rooftop parking shall be considered floor area.

Frontage – a continuous portion of a sideline of a way, public or private, between the sidelines of a lot in common ownership and in the case of a corner lot, between a sideline of such lot and the intersection of sidelines of ways or the midpoint of the curve connecting such sidelines. No lot shall be required to have frontage on more than one way. No lot shall be deemed to have frontage unless there exists safe and convenient vehicular access from said lot to a street or way.

4.2 Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts.

The terms used in the Table of Regulations in Sections 4.2.1, 4.2.2 and 4.2.3 below are as defined in Section 1.3 of the By-law except as otherwise noted below.

The symbol “NR” means no requirements.

The symbol “1/2” as to maximum stories means Half-story under Story as defined in Section 1.3 of the By-Law.

The term “New Construction” means any one or any combination of the following: (a) Any construction of a structure on a vacant lot; (b) Any construction which involves demolition of more than 50% (fifty percent) of the building shell exclusive of demolition of a single story attached garage. For purposes of calculating the percentages of any demolition under this definition, all demolition shall be taken into account which commenced, or could have commenced, pursuant to an issued permit within two (2) years prior to the date of any request for any permit to construct, re-construct, alter, add, extend or otherwise structurally change any structure.

Front Yard Setback - the minimum horizontal distance from a front lot line of a lot to the nearest portion of the exterior wall sheathing of a building or structure. The following elements are permitted in the front yard setback: (i) uncovered steps; (ii) roof overhangs projecting not more than 2 feet from the wall of a building; (iii) siding and trim projecting not more than 6 inches from the wall of a building; (iv) first floor bay windows that do not have a foundation nor create any floor area nor project more than 2 feet from the wall of a building, provided that the width of a single bay window is limited to 8 feet, total overall area of a bay or bays is limited to 25% of the first floor wall area where the bay or bays are installed, and roofs on bay windows may project an additional 6 inches into the setback; and (v) unenclosed, covered or uncovered landings or entrance porches located on the first floor and having no habitable space directly above, provided that no more than a maximum of 50 square feet of said landing or porch is allowed in the front setback and the maximum porch or landing projection into the front setback is limited to 5 feet.

Side Yard Setback - the minimum horizontal distance from a side line of a lot to the nearest portion of the exterior wall sheathing of a building or structure. The following elements are permitted in the side yard setback: (i) uncovered steps; (ii) roof overhangs projecting not more than 2 feet from the wall of a building; (iii) siding and trim projecting not more than 6 inches from the wall of a building; (iv) unenclosed, covered or uncovered landings which neither exceed a total area of 25 square feet nor project more than 4 feet from the face of a building; (v) first floor bay windows that do not have a foundation nor create any floor area nor project more than 2 feet from the wall of a building, provided that the width of a single bay window is limited to 8 feet, total overall area of a bay or bays is limited to 25% of the first floor wall area where the bay or bays are installed, and roofs on bay windows may project an additional 6 inches into the setback; (vi) attached chimneys and fireplace enclosures projecting not more than 2 feet from the wall of a building; and (vii) covered

basement entrances (bulkheads) which neither exceed a total area of 40 square feet nor a maximum height of 3.5 feet nor project more than 7.5 feet from the wall of a building.

Rear Yard Setback - the minimum horizontal distance from the rear line of a lot to the nearest portion of the exterior wall sheathing of a building or structure. The following elements are permitted in the rear yard setback: (i) uncovered steps; (ii) roof overhangs projecting not more than 2 feet from the wall of a building; (iii) siding and trim projecting not more than 6 inches from the wall of a building; (iv) unenclosed, covered and uncovered landings which neither exceed a total area of 25 square feet nor project more than 4 feet from the face of a building; (v) first floor bay windows that do not have a foundation nor create any floor area nor project more than 2 feet from the wall of a building, provided that the width of a single bay window is limited to 8 feet, total overall area of a bay or bays is limited to 25% of the first floor wall area where the bay or bays are installed, and roofs on bay windows may project an additional 6 inches into the setback; (vi) attached chimneys and fireplace enclosures projecting not more than 2 feet from the wall of a building; and (vii) covered basement entrances (bulkheads) which neither exceed a total area of 40 square feet nor a maximum height of 3.5 feet nor project more than 7.5 feet from the wall of a building.

The term "Floor Area Ratio" means the floor area divided by the lot area. Floor area shall be the sum of the horizontal areas of the several floors of each building on a lot, as measured from the exterior faces of the exterior walls, but excluding basements, attics, half-stories located directly above the second floor, unenclosed porches, and up to 600 square feet of floor area intended and designed for the parking of automobiles whether in accessory buildings or structures, or in main buildings or structures.

Height - Height shall be measured using one of the following two alternative methods, the method to be determined at the discretion of the applicant: (1) the vertical distance from average original grade or finished grade, whichever is lower, of the land surrounding the footprint of the structure to the highest point of a structure or roof of a building. The average height shall be measured starting at one corner of the structure measuring the height of the structure to the highest point above grade, and measurements shall be taken every 10 linear feet. The height limit under this method is 35 feet. For purposes of this alternative, original grade shall be defined as the grade of the lot before any regrading, demolition or development begins. If an existing structure is to be demolished, the original grade shall be the grade determined prior to demolition of the structure. If there is no existing structure on the property, the natural grade of the property, prior to any modification, shall be considered the original grade; except in new subdivisions where the original grade shall mean the approved and recorded grade; or (2) the height of the structure measured from a single point in the street centerline which is the average elevation of the highest 1/3 of the property's street frontage. The height limit under this method is 32 feet.

Lot Coverage - that portion of a lot that is covered or occupied by any building or structure, but excluding unenclosed, covered or uncovered landings or porches (unless such covered landings or porches have habitable space directly above), steps, roof overhangs, bay windows, chimneys and bulkheads as permitted in required setbacks as provided above, as well as outdoor fireplaces, decks, patios and pools.

LEGAL NOTICE
Planning Board
TOWN OF NEEDHAM
NOTICE OF HEARING

In accordance with the provisions of the Scenic Road Act, M.G.L. Chapter 40A, S. 15C, the Needham Planning Board will hold a public hearing on Tuesday, March 18, 2025, at 7:15 p.m. in the Charles River Room, first floor, Public Services Administration Building, 500 Dedham Avenue, Needham, Massachusetts, as well as by Zoom Web ID Number 880 4672 5264 (further instructions for accessing by zoom are below), regarding the application of The Town of Needham, Massachusetts, through its agent, the Engineering Division, for consent to remove a total of fifteen (15) trees on South Street, a designated Scenic Road, as part of the Town's South Street 16" water main replacement. Specifically, the Town is proposing to remove nine (9) trees between 1285 and 1307 South Street (Assessor's Map 211, Parcel 5); four (4) trees across from 12 Fisher Street / 0 South Street (Assessor's Map 209, Parcel 1); and two (2) pine trees at 1115 South Street (Assessor's Map 207, Parcel 3).

The Needham Tree Warden will hold a concurrent hearing under M.G.L., Chapter 87, the Shade Tree Law. The proposed activities are shown on a Definitive Subdivision Plan set consisting of 3 sheets,: Sheet 1, Sheet 10, prepared by the BETA Inc., entitled "South Street Water Main Replacement," showing BPM 4, dated February 2024, revised December 2024 to show the relevant scenic road application information; Sheet 2, prepared by BETA Inc., entitled "South Street Water Main Replacement," showing BPM 4, dated February 2024, revised December 2024 to show the relevant scenic road application information; Sheet 3, prepared by BETA Inc., entitled "South Street Water Main Replacement," showing BPM 5, dated February 2024, revised December 2024 to show the relevant scenic road application information.

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US: +1 312 626 6799 or +1 646 558 8656 or +1 301 715 8592 or +1 346 248 7799 or +1 669 900 9128 or +1 253 215 8782 Then enter ID: 880 4672 5264

Direct Link to meeting: <https://us02web.zoom.us/j/88046725264>

The application may be viewed at this link:

<https://www.needhamma.gov/Archive.aspx?AMID=146&Type=&ADID=> . Interested persons are encouraged to attend the public hearing and make their views known to the Planning Board. This legal notice is also posted on the Massachusetts Newspaper Publishers Association's (MNPA) website at (<http://masspublicnotices.org/>).

NEEDHAM PLANNING BOARD

Needham Hometown Weekly: February 27, 2025 and March 6, 2025.



ABUTTER'S NOTICE

TOWN OF NEEDHAM
PUBLIC WORKS DEPARTMENT

NOTICE is hereby given that The Town of Needham Engineering Division has petitioned for the removal of fifteen (15)

Between 1285 South St and 1307 South St (9)

<u>SPECIES</u>	<u>DIAMETER</u>	<u>CONDITION</u>
Elm	11 inches	Dying/Poor
Elm	11 inches	Dying/Poor
Elm	4 inches	Poor
Elm	7 inches	Poor
Norway Maple	11 inches	Poor
Norway Maple	4 inches	Good
Norway Maple	13 inches	Fair
Norway Maple	15 inches	Fair
Norway Maple	4 inches	Fair

Across from 12 Fisher St (4)

<u>SPECIES</u>	<u>DIAMETER</u>	<u>CONDITION</u>
Norway Maple	2 inches	Good
Black Locust	17 inches	Dying/Poor
Black Locust	9 inches	Dying/Poor
Black Locust	8 inches	Dying/Poor

1115 South St (2)

<u>SPECIES</u>	<u>DIAMETER</u>	<u>CONDITION</u>
White Pine	16 inches	Good
Red Maple	18 inches	Dying/poor

Permission is respectfully requested to remove fifteen (15) Public Shade Trees.

In accordance with the provisions of the Scenic Road Act, M.G.L. Chapter 40A, S. 15C, the Needham Planning Board will hold a PUBLIC HEARING in the Charles River Room, first floor, Public Services Administration Building, 500 Dedham Ave., Needham, Massachusetts at **7:15 P.M., Tuesday the 18th day of March, 2025**. The Needham Tree Warden will hold a concurrent hearing under M.G.L., Chapter 87, at which time and place all interested people may appear and be heard.

If you have any questions, please call Edward Olsen at 781-455-7550 ext 72316.

TOWN OF NEEDHAM
MASSACHUSETTS



500 Dedham Avenue
Needham, MA 02492
781-455-7550

PLANNING BOARD

APPLICATION FOR PUBLIC HEARING UNDER
THE SCENIC ROAD ACT

Name of Applicant: Justin Savignano-Needham Engineering

Address of Applicant: 500 Dedham Ave Needham MA

Location of Property Subject to Scenic Road Act:

Address: South Street

Assessor's Map and Parcel Number: Map 209, 211, 207
Parcel 199, 209, 211, 207

Description of Proposed Activity Subject to Scenic Roads Act:

As part of the 16" water main project on South Street. The town is installing multiple BMP's to treat storm water runoff. At (2) proposed locations trees will need to be removed to accommodate the system. Also at 1115 Street (2) pine trees are in conflict with the location of the 16" water main.

Purpose of Proposed Activity:

Removal of trees on South Street at (2) proposed BMP locations and to accommodate the replacement of the 16" water main.

Removal of trees in the path of the existing 16" watermain

This application shall be accompanied by a filing fee of \$250.00 and a deposit in the amount determined by the Planning Board sufficient to cover advertising, notification and other costs for the public hearing.

Applicant Signature: Justin Savignano

Date: 1/31/25

Kate Fitzpatrick

2/10/2025

For Planning Department Use:

Application accepted this 11 day of Feb, 2025 as duly submitted under the rules and regulations of the Planning Board, by

Alinda Cle



TOWN OF NEEDHAM, MASSACHUSETTS
PUBLIC WORKS DEPARTMENT
500 Dedham Avenue, Needham, MA 02492
Telephone (781) 455-7550 FAX (781) 449-9023

Town of Needham
Planning Board
Needham MA, 02492

January 31st, 2025

Attn: Lee Newman, Planning Director

Re: Needham Engineering Department.
Scenic Road Application for Town Tree Removal
South Street Needham MA

Dear Mrs. Newman,

Please accept this letter as confirmation that the Needham Engineering Department is applying for a public hearing under the scenic road act. As part of the South Street 16" water main replacement the town is installing stormwater BMP's along the route to treat the localized stormwater runoff before it reaches the adjacent resource areas. Two of the proposed locations have existing trees that need to be removed to accommodate the subgrade new structures. Prior to starting the project and recently this past fall we were in communications with the conservation department and the parks and forestry division who both had no objection to the proposed work. In addition to the two BMP locations, there are two large pine trees located at 1115 South Street to the right of the driveway for the property. As part of a mitigation plan, we proposed a two-to-one replacement of any live trees affected by this project. The final location of the new planting will be coordinated with conservation and the parks and forestry department this coming spring of 2025.

Attached are the project plans that identify the location along with pictures of the current conditions where the proposed work is being done. The first location identified at BMP # 4, between 1285 and 1307 South Street, has nine (9) trees to be removed. The second location is identified at BMP #5, across from 12 Fisher Street, where there are four (4) trees to be removed. All trees are within the public road right of way and have been vetted by the parks & forestry division, along with the conservation commission. The proposed trees were all identified as either invasive, dead or dying in need of removal at the time of our site visit. Also attached as Exhibit A, is a street view location of the two (2) pine trees at 1115 South Street.

Therefore, please accept this letter as a formal request to remove the said thirteen (15) trees, as well as the necessary hearing relative thereto, to be held simultaneously with the pending Scenic Road hearing with the Planning Board.

Please do not hesitate to let me know if you have any questions or require anything further. Your courtesy and cooperation are appreciated.

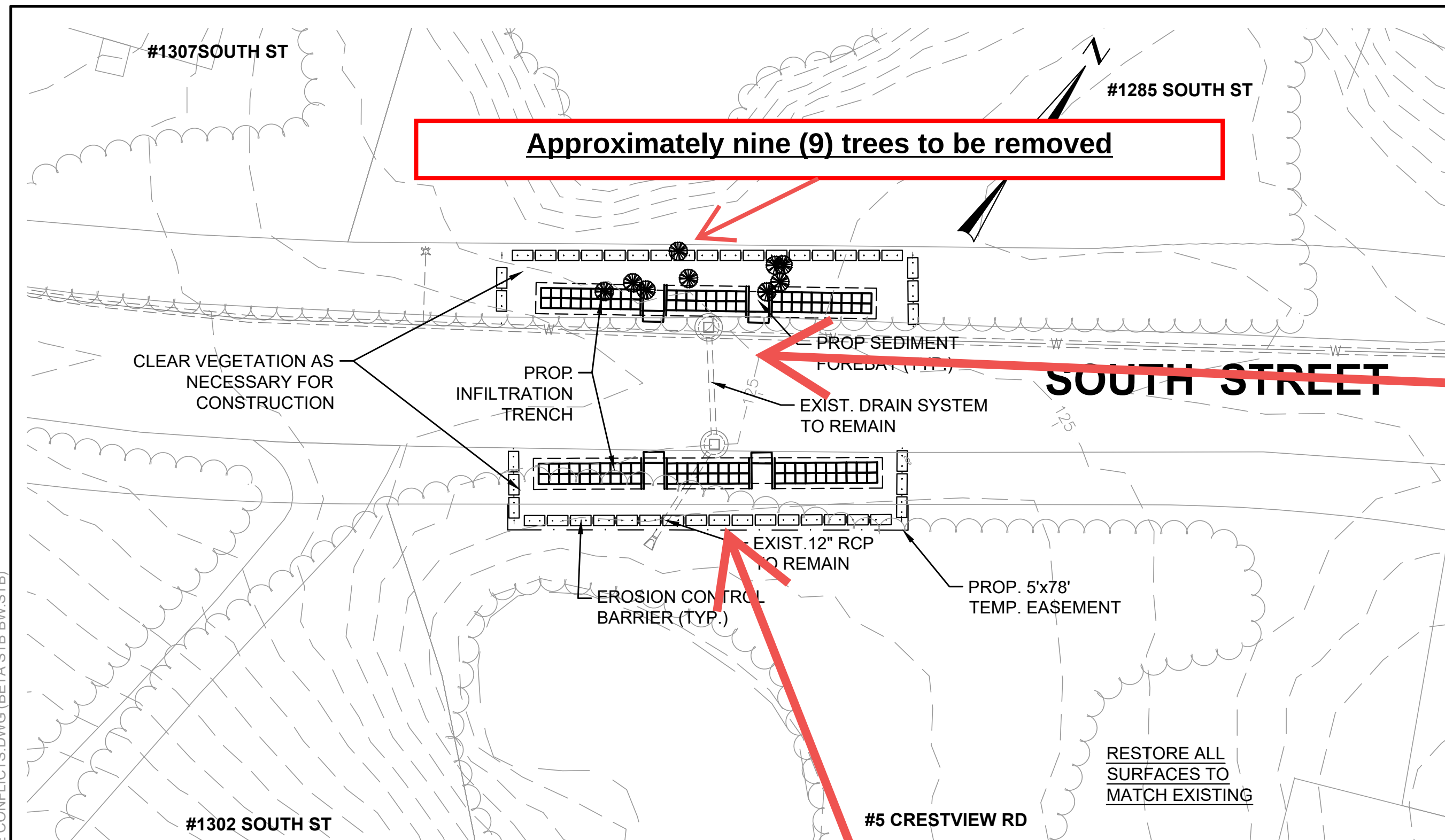
Sincerely,

Justin Savignano
Assistant Town Engineer

Exhibit A

1115 South Street (2 Pine Trees to be Removed)





From: [Joseph Prondak](#)
To: [Alexandra Clee](#); [Thomas Ryder](#); [John Schlittler](#); [Carys Lustig](#); [Edward Olsen](#); [Deb Anderson](#)
Cc: [Elisa Litchman](#); [Lee Newman](#)
Subject: RE: Request for comment - South Street Scenic Road
Date: Thursday, March 6, 2025 12:04:54 PM

Hi All,

The Building Department has no concerns on this project.

Joe Prondak

From: Alexandra Clee <aclee@needhamma.gov>
Sent: Tuesday, March 4, 2025 12:51 PM
To: Joseph Prondak <jprondak@needhamma.gov>; Thomas Ryder <tryder@needhamma.gov>; John Schlittler <JSchlittler@needhamma.gov>; Carys Lustig <clustig@needhamma.gov>; Edward Olsen <eolsen@needhamma.gov>; Deb Anderson <andersond@needhamma.gov>
Cc: Elisa Litchman <elitchman@needhamma.gov>; Lee Newman <LNewman@needhamma.gov>
Subject: Request for comment - South Street Scenic Road

Dear all,

We have received the attached application materials for the Scenic Road proposal by the Petitioner. More information can be found in the attachment.

The Planning Board has scheduled this matter for March 18, 2025. Please send your comments **by Wednesday March 12, 2025 if you are able**, at the latest.

The documents attached for your review are detailed below:

1. Application for Scenic Road Act proposal.
2. Letter from Justin Savignano, dated January 31, 2025, either Exhibit A.
3. Plan set consisting of 3 sheets,: Sheet 1, Sheet 10, prepared by the BETA Inc., entitled "South Street Water Main Replacement," showing BPM 4, dated February 2024, revised December 2024 to show the relevant scenic road application information; Sheet 2, prepared by BETA Inc., entitled "South Street Water Main Replacement," showing BPM 4, dated February 2024, revised December 2024 to show the relevant scenic road application information; Sheet 3, prepared by BETA Inc., entitled "South Street Water Main Replacement," showing BPM 5, dated February 2024, revised December 2024 to show the

relevant scenic road application information.

Thank you, alex. << File: FULL application packet 2.20.25.pdf >>

Alexandra Clee

Assistant Town Planner

Needham, MA

781-455-7550 ext. 271

www.needhamma.gov/planning

From: [John Schlittler](#)
To: [Alexandra Clee](#)
Subject: RE: Request for comment - South Street Scenic Road
Date: Tuesday, March 4, 2025 1:38:40 PM

I am fine with it

From: Alexandra Clee <aclee@needhamma.gov>
Sent: Tuesday, March 4, 2025 12:51 PM
To: Joseph Prondak <jprondak@needhamma.gov>; Thomas Ryder <tryder@needhamma.gov>; John Schlittler <JSchlittler@needhamma.gov>; Carys Lustig <clustig@needhamma.gov>; Edward Olsen <eolsen@needhamma.gov>; Deb Anderson <andersond@needhamma.gov>
Cc: Elisa Litchman <elitchman@needhamma.gov>; Lee Newman <LNewman@needhamma.gov>
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Thank you, alex. << File: FULL application packet 2.20.25.pdf >>

Alexandra Clee

Assistant Town Planner

Needham, MA

781-455-7550 ext. 271

www.needhamma.gov/planning

GEORGE GIUNTA, JR.
ATTORNEY AT LAW*
281 CHESTNUT STREET
NEEDHAM, MASSACHUSETTS 02492
*Also admitted in Maryland

TELEPHONE (781) 449-4520

FAX (781) 465-6059

February 24, 2025

Town of Needham
Zoning Board of Appeals
Needham, Massachusetts 02492

Attn: Daphne M. Collins, Zoning Specialist

Re: Needham Enterprises, LLC
339 Chestnut Street, Needham, MA
Comprehensive Permit

Dear Ms. Collins,

Please be advised this office represents Needham Enterprises, LLC, 105 Chestnut Street, Needham, MA 02492 (hereinafter, the Applicant and "Needham Enterprises") in connection with the proposed redevelopment of the property known and numbered 339 Chestnut Street (hereinafter the "Premises"). In particular, Needham Enterprises desires to transform the Premises from a commercial office property to an affordable housing development containing six units. In connection therewith, submitted herewith, please find the following:

1. Twenty copies of a Completed Application for Hearing;
2. Twenty copies of plot plan and architectural plans;
3. Twenty copies of Determination of Project Eligibility d. January 22, 2025;
4. Twenty copies of Memorandum in Support of Application of Needham Enterprises, LLC;
5. Twenty Copies of List of Requested Exemptions; and
6. Check in the amount of \$2,600.00 for the applicable filing fee.

The Premises is located in the Chestnut Street Business District and is currently improved with a two-story building; most recently used for office purposes. Needham Enterprises is proposing to demolish the existing building in its entirety and replace it with a new three-story residential

dwelling and associated parking, to be developed under the Local Initiative Program. The new building will contain a total of six units over three floors, two on each floor. There will be a total of eight off-street parking spaces, accessed from Chestnut Street, one of which will be a handicap space.

Kindly schedule this matter for the next hearing of the Board of Appeals. If you have any comments, questions or concerns, or if you require any further information in the meantime, please contact me so that I may be of assistance.

Sincerely,

A handwritten signature in black ink, appearing to read "George Giunta, Jr.", with a stylized, cursive script.

George Giunta, Jr.



ZBA Application For Hearing

Applicants must consult with the Building Inspector prior to filing this Application. Failure to do so will delay the scheduling of the hearing.

Applicant Information

Applicant Name	Needham Enterprises, LLC	Date:	2/24/2025
Applicant Address	105 Chestnut Street, Needham, MA 02492		
Phone	617-435-1090	email	mborrelli@borrellilegal.com
Applicant is ☒ Owner; ☐ Tenant; ☐ Purchaser; ☐ Other _____			
If not the owner, a letter from the owner certifying authorization to apply must be included			
Representative Name	George Giunta, Jr., Esq.		
Address	281 Chestnut Street, Needham, MA 02492		
Phone	617-840-3570	email	george.giuntajr@needhamlaw.net
Representative is ☒ Attorney; ☐ Contractor; ☐ Architect; ☐ Other _____			
Contact ☒ Me ☒ Representative in connection with this application.			

Subject Property Information

Property Address	339 Chestnut Street, Needham, MA 02492		
Map/Parcel Number	Map 46 / Parcel 54	Zone of Property	Chestnut Street Business (CSB)
Is property within 100 feet of wetlands, 200 feet of stream or in flood Plain? ☐ Yes ☒ No			
Is property ☒ Residential or ☐ Commercial			
If residential renovation, will renovation constitute "new construction"? ☒ Yes ☐ No			
If commercial, does the number of parking spaces meet the By-Law requirement? ☐ Yes ☐ No			
Do the spaces meet design requirements? ☐ Yes ☐ No			
Application Type (<i>select one</i>): ☐ Special Permit ☐ Variance ☒ Comprehensive Permit ☐ Amendment ☐ Appeal Building Inspector Decision			



ZBA Application For Hearing

Existing Conditions:

Two story building on a non-conforming lot, most recently used for office purposes.

Statement of Relief Sought:

Comprehensive permit pursuant to M.G.L. c.40B to authorize a six unit residential building and associated parking, as shown on the plans submitted herewith.

Applicable Section(s) of the Zoning By-Law:

3.2.2, 4.4 et. seq., and any other applicable section or by-law.

If application under Zoning Section 1.4 above, list non-conformities:

	Existing Conditions	Proposed Conditions
Use		
# Dwelling Units		
Lot Area (square feet)		
Front Setback (feet)		
Rear Setback (feet)		
Left Setback (feet)		
Right Setback (feet)		
Frontage (feet)		
Lot Coverage (%)		
FAR (Floor area divided by the lot area)		
<i>Numbers must match those on the certified plot plan and supporting materials</i>		



ZBA Application For Hearing

Date Structure Constructed including additions:

1904

Date Lot was created:

1911

Submission Materials	Provided
Certified Signed Plot Plan of Existing and Proposed Conditions <i>(Required)</i>	
Application Fee, check made payable to the Town of Needham Check holders name, address, and phone number to appear on check and in the Memo line state: "ZBA Fee – Address of Subject Property" <i>(Required)</i>	
If applicant is tenant, letter of authorization from owner <i>(Required)</i>	
Electronic submission of the complete application with attachments <i>(Required)</i>	
Elevations of Proposed Conditions <i>(when necessary)</i>	
Floor Plans of Proposed Conditions <i>(when necessary)</i>	

Feel free to attach any additional information relative to the application.
Additional information may be requested by the Board at any time during the
application or hearing process.



I hereby request a hearing before the Needham Zoning Board of Appeals. I have
reviewed the Board Rules and instructions.

the Applicant and

I certify that I have consulted with the Building Inspector on or before Feb 24, 2025

date of consult

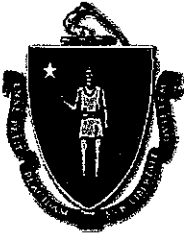
Needham Enterprises, LLC,
by its attorney,

Date: February 24, 2025

Applicant Signature

George Giunta Jr
George Giunta, Jr., Esq.

*An application must be submitted to the Town Clerk's Office at
townclerk@needhamma.gov and the ZBA Office at dcollins@needhamma.gov*



Commonwealth of Massachusetts
EXECUTIVE OFFICE OF HOUSING &
LIVABLE COMMUNITIES

Maura T. Healey, Governor ♦ Kimberley Driscoll, Lieutenant Governor ♦ Edward M. Augustus, Jr., Secretary

January 22, 2025

Kate Fitzpatrick
Town of Needham
1471 Highland Avenue
Needham, Massachusetts 02492

Matthew Borrelli, Manager
Needham Enterprises, LLC
105 Chestnut Street
Needham, Massachusetts 02492

RE: Chestnut Village, Needham, Massachusetts
Determination of Project Eligibility under the Local Initiative Program (LIP)

Dear Ms. Fitzpatrick and Mr. Borrelli:

I am pleased to inform you that your application for project eligibility under the Local Initiative Program (LIP) for the proposed Chestnut Village project has been approved. This approval is based on your application that sets forth a plan for the development of six rental units. The proposed rents for the LIP units are generally consistent with the standards for affordable housing to be included in a community's Chapter 40B affordable housing stock.

As part of the review process, Executive Office of Housing and Livable Communities (EOHLC) staff has performed an on-site inspection of the proposed project site. EOHLC has made the following findings:

1. The proposed project appears generally eligible under the requirements of LIP, subject to final program review and approval;
2. The site of the proposed project is generally appropriate for residential development;
3. The conceptual plan is generally appropriate for the site on which the project is located;
4. The proposed project appears financially feasible in the context of the Needham housing market;
5. The initial pro forma for the project appears financially feasible and consistent with cost examination and limitations on profits and distributions on the basis of estimated development costs;
6. The project sponsor and the development team meet the general eligibility standards of LIP;

7. The project sponsor has an executed Purchase and Sale agreement for the site.

The proposed project must comply with all state and local codes not specifically exempted by a comprehensive permit.

Please provide us with a copy of the comprehensive permit as soon as it is issued. The EOHLC legal office will review the comprehensive permit and other project documentation. Additional information may be requested as is deemed necessary. Following the issuance of the comprehensive permit, the specifics of this project must be formalized in a regulatory agreement signed by the municipality, the project developer, and EOHLC prior to starting construction.

As stated in the application, the Chestnut Village project will consist of six units, two of which will be affordable; all will be eligible for inclusion in the Town's subsidized housing inventory. The affordable units will be marketed and rented to eligible households whose annual income may not exceed 80% of area median income, adjusted for household size, as determined by the U.S. Department of Housing and Urban Development.

The conditions that must be met prior to final EOHLC approval include:

1. A final affirmative fair marketing and lottery plan with related forms shall be submitted that reflects LIP requirements including consistency with the *Comprehensive Permit Guidelines, Section III, Affirmative Fair Housing Marketing Plans*;
2. Any changes to the application EOHLC has just reviewed and approved, including but not limited to alterations in unit mix, rents, development team, unit design, site plan and financial pro forma reflecting land value, must be approved by EOHLC;
3. The project must be organized and operated so as not to violate the state anti-discrimination statute (M.G.L. c151B) or the Federal Fair Housing statute (42 U.S.C. s.3601 et seq.). No restriction on occupancy may be imposed on the affordable unit (other than those created by state or local health and safety laws regulating the number of occupants in dwelling units); and
4. The Town shall submit to EOHLC the finalized details of the comprehensive permit.

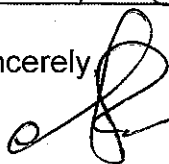
As the Chestnut Village project nears completion of construction, EOHLC staff may visit the site to ensure that the development meets program guidelines.

When the units have received certificates of occupancy, the developer must submit to both EOHLC and the Select Board a project cost examination for the comprehensive permit project.

This letter shall expire two years from this date or on January 22, 2027, unless a comprehensive permit has been issued.

We congratulate the town of Needham and Needham Enterprises, LLC on your efforts to work together to increase the Town's supply of affordable housing. If you have any questions as you proceed with the project, please contact Rieko Hayashi at rieko.hayashi@mass.gov.

Sincerely,



Catherine Racer
Undersecretary

cc: Lee Newman, Director of Planning and Community Development
Jonathan Tamkin, Zoning Board of Appeals
Office of the Chief Counsel, EOHLC

Enc.

RESPONSIBILITY FOR COST CERTIFICATION:

By your signature below, Needham Enterprises, LLC, acknowledges and accepts this approval letter, including the obligation under law to provide the Executive Office of Housing and Livable Communities and the town of Needham with a project cost examination.

Signature: _____

Name (print): _____

Date: _____

Upon receipt, please make a copy of this letter and return a signed copy to the Executive Office of Housing and Livable Communities, 100 Cambridge Street, Boston, MA 02114 ATTN: Local Initiative Program.

Chestnut Village, Needham, Massachusetts

LOCAL INITIATIVE PROGRAM – COMPREHENSIVE PERMIT**Sponsor:**

Needham Enterprises, LLC
105 Chestnut Street
Needham, MA 02492

Project Addresses:

339 Chestnut Street
Needham, MA 02492

This project will provide rental opportunities according to the following breakdown:

Type of Unit	# of Units	# of Baths	Gross SF	Utility Allowance	Maximum Rent
A. LIP Units					
One Bedroom	1	1	900	\$164	\$2,605
Two-Bedroom	1	2	980	\$240	\$2,931
Total LIP Units	2				
B. Market Units					
One Bedroom	2	2	900	N/A	\$2,939
Two-Bedroom	2	2	980		\$3,229
Total Market Units	4				
Total Units in Project	6				

TO: THE MEMBERS OF THE BOARD OF APPEALS
TOWN OF NEEDHAM, MA

February 24, 2025

MEMORANDUM IN SUPPORT OF
APPLICATION OF
NEEDHAM ENTERPRISES, LLC
Comprehensive Permit
Chestnut Village
339 Chestnut Street, Needham, MA

The applicant, Needham Enterprises, LLC (hereinafter, jointly and interchangeably, the “Applicant” and “Needham Enterprises”), seek a Comprehensive Permit pursuant to the applicable provisions of M.G.L. c.40B, to permit the redevelopment of the property known and numbered 339 Chestnut Street (hereinafter the “Premises”) as a six unit affordable housing development; and all other relief as may be necessary and appropriate to permit the construction at the Premises of a new six unit residential dwelling with associated off-street parking, as shown on the plans and described in the materials submitted herewith.

PRESENT USE / EXISTING CONDITIONS

The Premises is shown as parcel 54 on sheet 46 of the Assessor’s Map for the Town of Needham and is located in the Chestnut Street Business (CSB) Zoning District. It is located across Chestnut Street from a McDonald’s restaurant and is bounded on the remaining three sides by commercial properties. It is conveniently located within approximately 600 feet of the MBTA Junction Commuter Rail Station and is within walking distance of Needham Center, with numerous restaurants, shopping and an additional commuter rail station, as well as the Beth Israel Deaconess Hospital Needham.

The Premises contains approximately 6,200 square feet of land with 40 feet of frontage on Chestnut Street and was created as a separate lot on or before 1911.¹ It is currently occupied by an existing two-story building, built in 1904, and associated parking and driveway areas, and was most recently used for office purposes.² There are a total of eight designated parking spaces

¹ See deed of David Simon and Sammuel Rosenblat to Ellen Ahearn, dated March 11, 1911, recorded with Norfolk County Registry of Deeds in Book 1170, Page 367

² See Exhibit A, Assessor’s Information, attached hereto.

currently in existence at the Premises, located behind the existing building, as well as a paved open asphalt area in front of the building. All the spaces are compact size, the maneuvering aisle accessing the spaces is only 19' wide, and the parking otherwise does not comply with several applicable design requirements.

PROPOSED ALTERATION

Needham Enterprises is proposing to redevelop the entire property by demolishing the existing building and parking and replacing them with a new building and new parking. The proposed new building will contain a total of six residential units, two of which will be affordable (as that term is used pursuant to M.G.L. c.40B, as applicable). One unit will contain one bedroom and one bathroom, and the remaining five units will contain two bedrooms and two bathrooms. The first floor will contain one of the affordable units, and both units on that floor will be accessible. The remaining affordable unit is designated for the third floor. Each floor will have a laundry room and there will be a package room on the first floor for mail and packages.

The exterior of the building is designed to blend in with the commercial nature of the surrounding area, while maintaining residential features. The building will be set back from Chestnut Street approximately 75 feet, and will be approximately 34.2' high. A total of eight off-street parking spaces are proposed, six full size, including one handicap space, and two compact. The spaces are all located in the front of the building, between the building and Chestnut Street. The building will have an entrance facing and accessible from Chestnut Street, off the proposed parking area. There will be a second means of egress from the hall on the first floor in the middle of the building.

LAW

Massachusetts General Laws, Chapter 40B, Sections 20-23 provides for a streamlined, consolidated permitting process for subsidized low or moderate income housing through "comprehensive permits". Pursuant to c.40B, comprehensive permits are granted by the Zoning Board of Appeals following a public hearing process and may supersede local requirements and regulations, including zoning.

Prior to seeking a comprehensive permit, a developer must first seek project and site eligibility, either on their own, or in cooperation with the municipality through a Local Initiative Program ("LIP"). If a municipality endorses the LIP application, it is understood by DHCD that

the municipality and a developer are working in concert on a project that meets the community's housing need.

The Local Initiative Program is a state program, established in 1990, that encourages the creation of affordable housing by providing technical assistance to communities and developers who are working together to create affordable rental opportunities. Projects proceeding under the LIP receive technical assistance from the Executive Office of Housing and Livable Communities ("EOHLC"). M.G.L. c.40B has been interpreted and applied to define low and moderate-income housing as "any housing subsidized by the federal or state government under any program to assist the construction of low or moderate-income housing." The technical assistance pursuant to the LIP qualifies as such "subsidy". In addition, the LIP may also issue a site eligibility letter for a project, a prerequisite for a developer to apply for a Comprehensive Permit. Unlike conventional housing subsidy programs, in which a state or federal agency must approve every aspect of financing, design and construction, a LIP allows most of these decisions to be made by the municipality, with applicable regulations and guidelines addressing those program components that must be reviewed and approved by EOHLC.

Pursuant to applicable requirements, profits and developer fees from LIP homeownership projects are limited to no more than 20 percent (20%) of the total development costs. For rental and cooperative housing projects, the LIP regulatory agreement, signed by the community, developer, and EOHLC, limits distribution of return to a maximum of 10 percent (10%) equity per year during the time when the affordability restrictions are in place.

DISCUSSION / ANALYSIS

Needham Enterprises approached the Town of Needham in the fall of 2024 relative to its intention to redevelop the Premises as a residential 40B project and asked for support to proceed as a LIP project. The Selectboard approved the LIP approach and endorsed an application to the EOHLC. This resulted in a Determination of Project Eligibility, dated January 22, 2025, provided herewith. Thus, EOHLC has made a determination that the project is eligible, and it is appropriate to proceed with the project at the site under the provisions of c.40B and the LIP.

The project requires several exemptions from current zoning requirements, as set forth at the List of Requested Exemptions provided herewith. Nevertheless, the project is consistent with the spirit and intent of the underlying zoning, as well as current uses and structures, both in the vicinity and in the district at large.³ The Premises is in an excellent location to afford access to MBTA commuter rail service, and is within walking distance of numerous shops, restaurants and essential services.

Certain of the requested exemptions (e.g., relating to lot area and frontage and parking), are aspects that could be waived by special permit and would likely be applicable to commercial redevelopment of the Premises. The remaining exemptions are all directly related to the use of the Premises for exclusively residential purposes, with a relatively small number of units, including two affordable units. For example, the use of the first floor for residential purposes, the creation of a full third story, as opposed to a half-story, and the slight increase in FAR all arise out of the proposed residential use. Moreover, none of these exemptions is overly drastic or significantly inconsistent with the spirit and intent of the By-Law.

Based on the foregoing and the general need for additional housing in the Town of Needham, specifically including affordable housing, Needham Enterprises asserts that the request for comprehensive permit, including the requested exemptions, is proper and appropriate. Needham Enterprises therefore respectfully requests issuance of such permit.

Respectfully submitted,
Needham Enterprises, LLC
by its attorney,



George Giunta, Jr., Esq.
281 Chestnut Street
Needham, Massachusetts 02492
781-449-4520

³ Note, for example, the Chestnut Hollow, affordable housing development a short walk from the Premises at 141 Chestnut Street.

EXHIBIT A
Assessor's Information

PARID: 1990460005400000
NEEDHAM ENTERPRISES LLC

MUNICIPALITY: NEEDHAM
339 CHESTNUT ST

LUC: 340
PARCEL YEAR: 2025

Commercial

Card: 1
Building Number: 1
Structure Code: 353
Year Built: 1904
Effective Year Built: 1904
Grade: C-
Class: 340-GENERAL OFFICE
Other Improvements:
Other Imp Value:
Gross Building Area: 0
Cost Value: \$190,070

Type	Line #	Item	Area
Commercial	1	OFFICE - 400:OFFICE	710
Commercial	2	OFFICE-BSMT - 401:OFFICE-BSMT	710
Commercial	3	OFFICE-BSMT - 401:OFFICE-BSMT	156

LIST OF REQUESTED EXEMPTIONS
TO
APPLICATION OF
NEEDHAM ENTERPRISES, LLC
Comprehensive Permit
339 Chestnut Street, Needham, MA

The following exemptions to local requirements and regulations are hereby requested for the reasons set forth:

1. Zoning Exemptions

The following table set forth current applicable zoning requirements, existing conditions and proposed conditions:

Section of By-Law	Requirement	Existing Condition	Proposed Condition
3.2.2 - Use	Office allowed as of right; Apartment or multifamily allowed on second floor and in half-story directly above second floor by special permit; consistent with density requirements of A-1 (18 units / acre)	Office	Multifamily on three floors, including ground floor, with density of 33 units / acre
4.4.1 – Min Lot Area	10,000 SF	6,200 SF	6,200 SF
4.4.1 – Min Frontage	80'	40'	40'
4.4.2(c) – Max FAR	.7	.25	1
4.4.3 – Max Height – Stories	2 ½	2	3

4.4.3 – Max Height	35'	31.87'	34.2'
4.4.4 – Front Setback	20'	36.6'	75.0'
4.4.5 – Driveway Openings	2 driveways for every 150 feet of frontage' 18-25' wide	1 driveway – 40' wide	1 driveway – 24' wide
4.4.9 – Building Entrance	Building entrance available from Chestnut Street	Entrance available from Chestnut Street	Entrance available from Chestnut Street

As indicated by the above table, the project requires the following zoning exemptions:

- a. **Ground Floor Use.** Exemption from applicable provision of Section 3.2.2 limiting residential use at the Premises to the second floor and half-story above the second floor. This exemption is required for the proposed residential use on the first / ground floor and is necessary to redevelop the Premises for entirely residential use.
- b. **Residential Unit Density.** Exemption from applicable provision of Section 3.2.2 limiting the density of residential at the Premises to 18 units per acre. Without the exemption, the Premises would be limited to a maximum of only 2 residential units.
- c. **Lot Requirements.** Exemption from applicable provisions of Section 4.4.1 relative to minimum required lot area and frontage. The Premises, which was established as a separate lot prior to the adoption of zoning, contains 6,200 square feet of area and 40' of frontage. As a result, the exemption is required to make any use of the lot.
- d. **Floor Area Ratio.** Exemption from the maximum applicable .7 maximum Floor Area Ratio as set forth in Section 4.4.2(c). The proposed new building will have an FAR of 1, in excess of the requirement. This exemption is required so that the proposed building can contain 6 units over three floors.
- e. **Maximum Stories.** Exemption from the applicable provision of Section 4.4.3 limiting the maximum height to two and one-half stories. This exemption is required to allow a full third floor so that the proposed building can contain 6 units over three floors.

2. Parking Exemptions

The following table set forth current applicable parking requirements, existing conditions and proposed conditions:

Section of By-Law	Requirement	Existing Condition	Proposed Condition
5.1.2 – Required Parking – Office	1 space /300 SF: 6 Total Spaces	8 Spaces (Compact)	N/A
5.1.4 – Off-Street Parking for Multifamily Structures (applicable to lots in Apartment District)	1.5 spaces / unit; 9 Total Spaces	N/A	8 Spaces (6 Full (including 1 HP space), 2 Compact)
5.1.2(a) – Parking Lot Illumination	Average of one foot candle	Less than one foot candle	Less than one foot candle
5.1.2 (c) – Handicapped Parking	1 Space	No Spaces	1 Space
5.1.3(e) – Compact Cars	Maximum of 50% of spaces	100%	25%
5.1.3(f) – Space Size	9’ Wide x 18.5’ Long	8 Spaces @ 8.5’ x 15.5’	6 Spaces @ 9’ x 18.5’ 2 Spaces @ 8’ x 16’
5.1.3 (i) - Width of Maneuvering Aisle	24’	19’	20’
5.1.3(j) – Parking Setbacks	20’ from front Chestnut Street 4’ from rear and side lot lines 5’ from building at first floor	0 from Chestnut Street 5.4’ from right lot line >5’ @ Rear of Building	0 from Chestnut Street 1’ from left lot line 5’ from Building Front

5.1.3 (k) – Landscaped Areas	Setbacks areas pursuant to 5.1.3(j) to be landscaped with trees, shrubs, flowers and grass	Minimal	Minimal
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As indicated by the above table, the project requires, or may require, the following zoning exemptions:

a. **Number of Required Spaces.** To the extent that Section 5.1.4 of the By-Law applies to the proposed project, exemption from number of parking spaces required,. If such Section applies, it would require a total of 9 parking spaces, based on 1.5 spaces per unit. However, there is only room on site for a maximum of 8 spaces, which includes one handicapped space. Therefore, an exemption is required for number of spaces.

b. **Illumination.** Exemption from Section 5.1.2(a) requiring an average of one foot candle illumination in throughout the parking area. Not all areas of the parking area will necessarily have an average of one foot candle illumination. However, given the nature of the proposed project and the overall level of ambient lighting in the area around the Premises, the Applicant asserts there is adequate lighting and the one foot candle and additional lighting in compliance with this Section is not necessary.

c. **Width of Maneuvering Aisle.** Exemption from Section 5.1.3(i) relative to minimum required maneuvering aisle. Due to the narrow width of the Premises, it is not possible to provide both a reasonable number of parking spaces and a compliant maneuvering aisle.

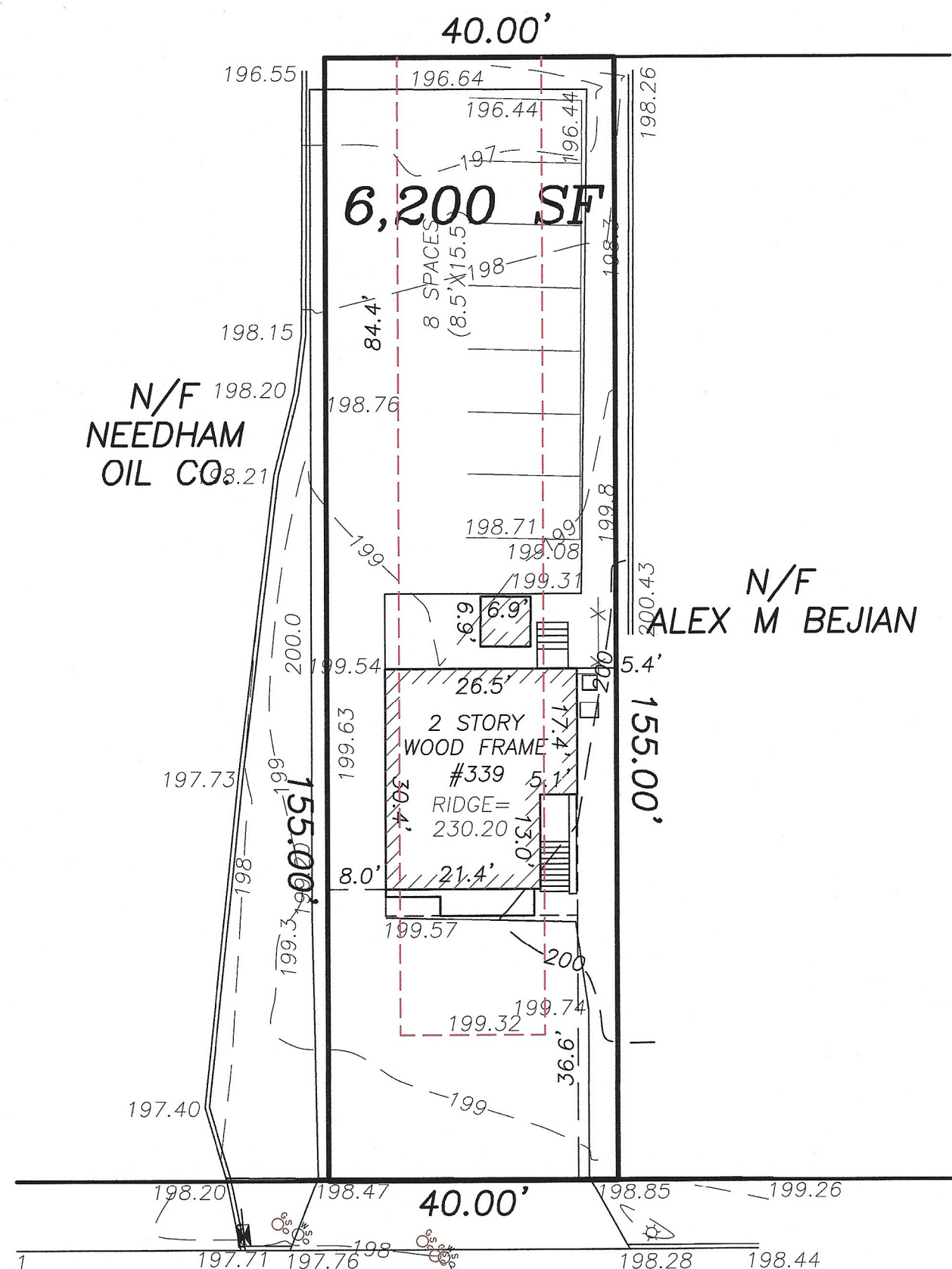
d. **Parking Setbacks.** Exemption from Section 5.1.3(j) relative to parking setbacks. Because of the small size and narrow width of the Premises, it is not practicable to provide a reasonable number of parking spaces, a reasonable maneuvering aisle and comply with applicable parking setbacks.

e. **Required Landscaping.** Exemption from Section 5.1.3(k) requiring that landscaping be provided in required setback areas. As indicated above, it is not practicable to comply with applicable parking setbacks and still provide reasonable parking and maneuvering aisles at the Premises. As a result, it is also not practicable to comply with the requirement for landscaping within such parking setback areas.

3. Procedural Exemptions

a. **Site Plan Review.** Pursuant to Section 7.4.2 of the Zoning By-Law, the construction or reconstruction of any amount of gross floor area in the Chestnut Street Business District constitutes a Major Project requiring Site Plan review as set forth in Section 7.4 et. Seq. An exemption is therefore requested from such requirement in favor of the Comprehensive Permit process with the Board of Appeals.

b. **Design Review.** Pursuant to Section 7.7.2.2 of the Zoning By-Law, all new structures in the Chestnut Street Business District requires design review with the Design Review Board. An exemption is therefore requested from such requirement in favor of the Comprehensive Permit process with the Board of Appeals.



CHESTNUT STREET

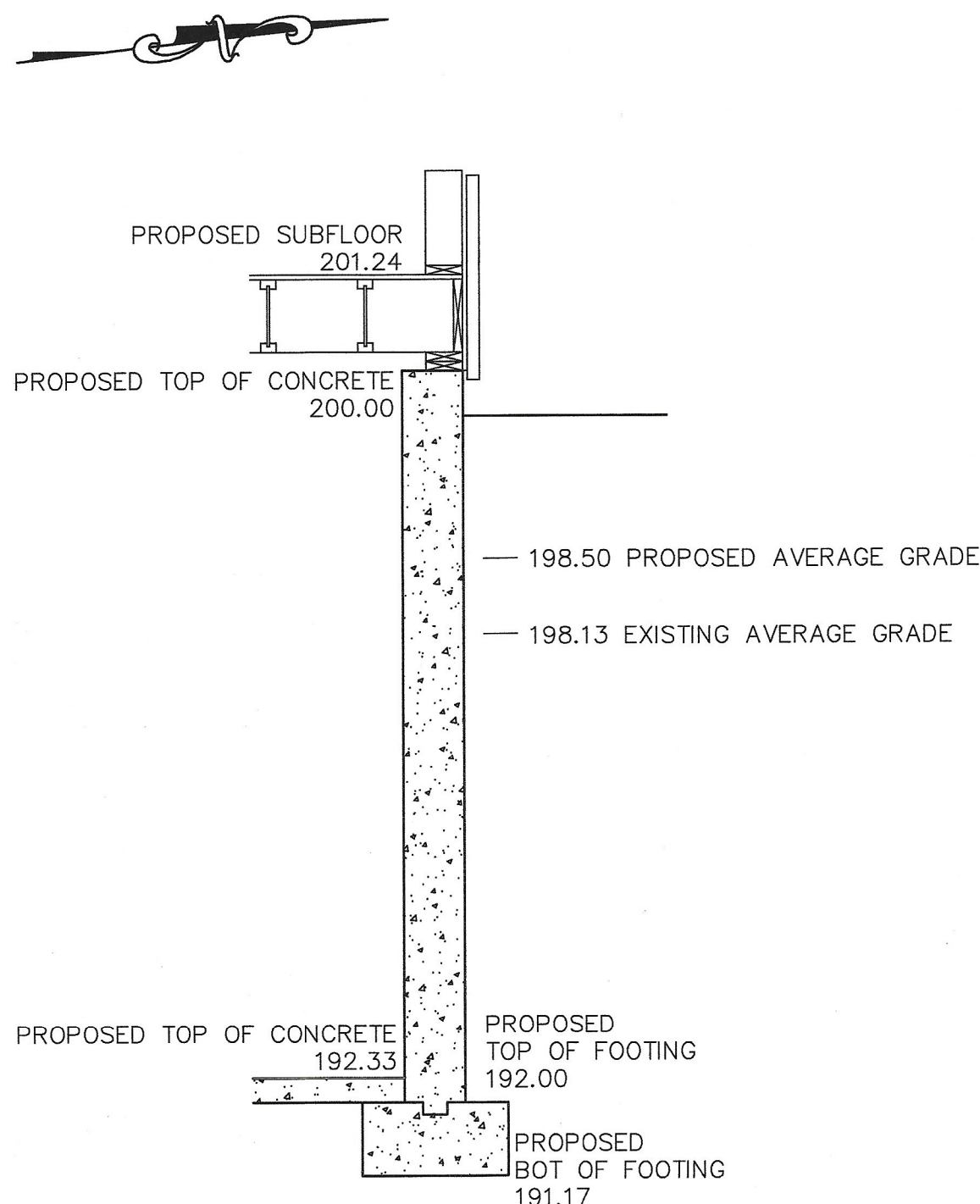
PARKING SPACE SUMMARY

339 CHESTNUT

	FULL SIZE	COMPACT	HANDICAP
EXISTING		8 SPACES	
PROPOSED	6 SPACES INCLUDES HP SPACE	2 SPACES	1 SPACE

ZONING INFORMATION: CHESTNUT STREET BUSINESS (CSB)

	REQUIRED	EXISTING	PROPOSED
MINIMUM LOT AREA	10,000 SF	6,200 SF	6,200 SF
MINIMUM LOT FRONTAGE	80 FEET	40 FEET	40 FEET
MINIMUM FRONT SETBACK	20 FEET	36.6 FEET	75.0 FEET
MINIMUM SIDE YARD	10 FEET	8.0 FEET	5.0 FEET
		5.4 FEET	5.0 FEET
MINIMUM REAR YARD	N/A	84.4 FEET	5.0 FEET
MAXIMUM FLOOR AREA RATIO	0.7	SEE ARCHITECTS DOCUMENTS	
MAXIMUM BUILDING HEIGHT	35 FEET	31.87 FEET	34.17 FEET
MAXIMUM BUILDING HEIGHT	2 1/2 STORIES	2 STORIES	3 STORIES



FOUNDATION WALL SECTION
NOT TO SCALE

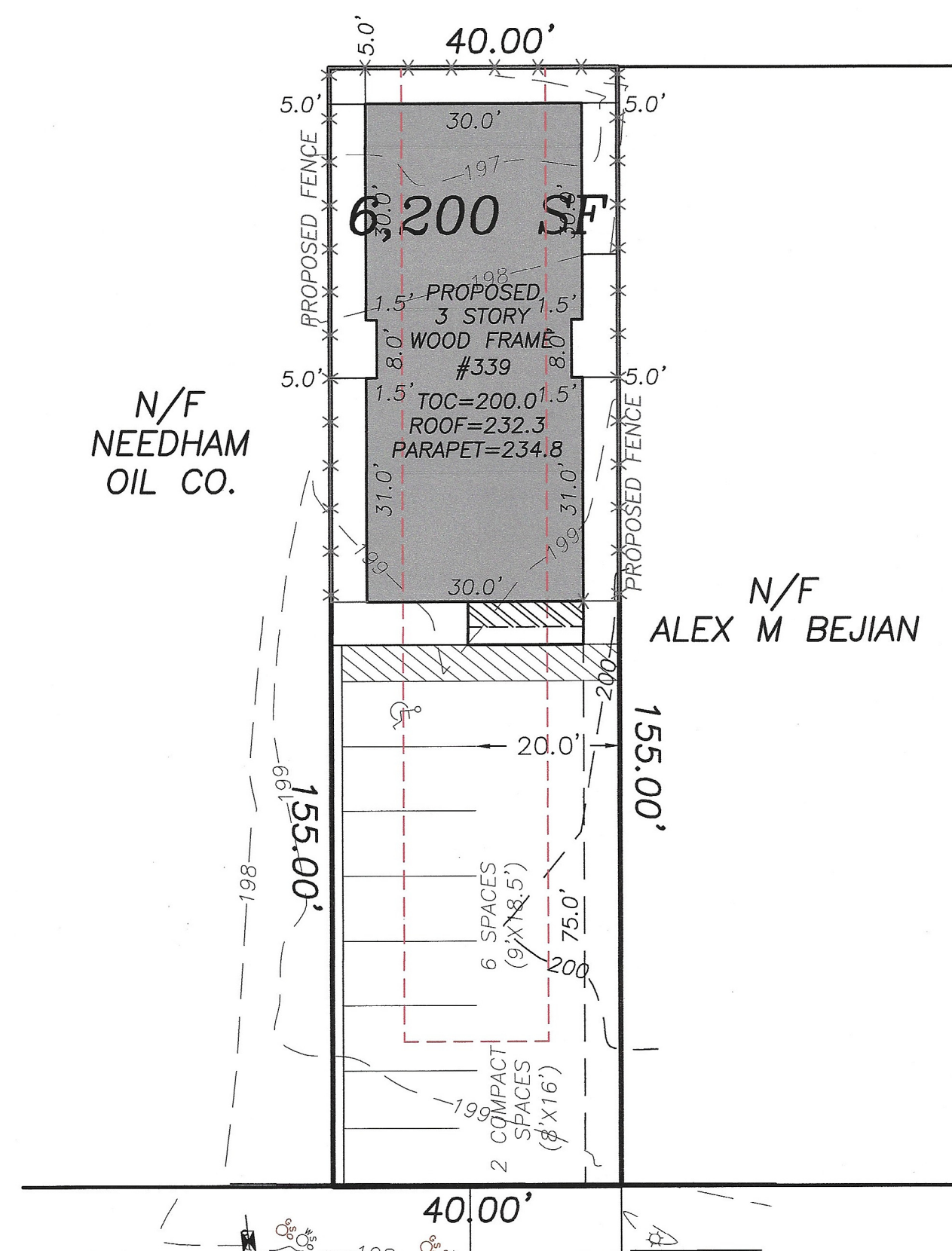
- ELEVATIONS REFER TO PROJECT DATUM
- CONTOUR INTERVAL EQUALS ONE (1) FOOT.
- UTILITY INFORMATION SHOWN IS BASED ON BOTH A FIELD SURVEY AND THE LATEST PLANS OF RECORD. THE LOCATIONS OF UNDERGROUND PIPES AND CONDUITS HAVE BEEN DETERMINED FROM THE AFOREMENTIONED RECORD PLANS AND ARE APPROXIMATE ONLY. BEFORE PLANNING FUTURE CONNECTIONS, THE PROPER UTILITY ENGINEERING DEPARTMENT SHOULD BE CONSULTED AND THE ACTUAL LOCATION OF SUB-SURFACE STRUCTURES SHOULD BE DETERMINED IN THE FIELD. CALL, TOLL-FREE, THE DIG SAFE CALL CENTER AT 1-888-344-7233 (1-888-DIG-SAFE) SEVENTY-TWO HOURS PRIOR TO EXCAVATION.

PROPERTY REFERENCE

BOOK 36596 PAGE 548

ZONING REFERENCE

ASSESSORS MAP 46, PARCEL 54
ZONING DISTRICT: CSB

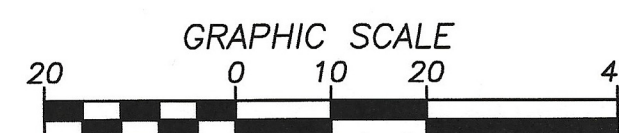


CHESTNUT STREET

PROPOSED SITE PLAN FOR COMPREHENSIVE PERMIT 339 CHESTNUT STREET NEEDHAM, MASS.

Field Resources, Inc.
LAND SURVEYORS

OCTOBER 29, 2024 SCALE 1"=30'
P.O. BOX 324 281 CHESTNUT ST.
AUBURN, MA NEEDHAM, MA.
508 832 4332 781 444 5936
fieldresources@hotmail.com



REVISED: FEBRUARY 12, 2025

042-08



ILLUSTRATIVE FRONT ELEVATION - VIEW FROM CHESTNUT STREET

339 CHESTNUT STREET, NEEDHAM, MA 02492

PROJECT TEAM

OWNER / BUILDER

NEEDHAM ENTERPRISES, LLC
105 CHESTNUT STREET
NEEDHAM MA 02492
E : NEEDHAMENTERPRISES105@GMAIL.COM

SURVEYOR

FIELD RESOURCES
281 CHESTNUT STREET
NEEDHAM, MA 0249201760
T: 781.444.5936
W: WWW.FIELDRESOURCES.NET

ARCHITECT

SCOTT MELCHING ARCHITECT LLC
116 ARCH STREET
NEEDHAM MA 02492
E : SCOTT@SCOTTMELCHINGARCHITECT.COM
W : WWW.SCOTTMELCHINGARCHITECT.COM

STRUCTURAL ENGINEER

PROJECT INFORMATION

APPLICABLE CODES:

- C.1 MASSACHUSETTS STATE BUILDING CODE 780 10TH EDITION
- C.2 MASSACHUSETTS STATE ELECTRICAL CODE 524 CMR 12:00
- C.3 MASSACHUSETTS STATE COMPREHENSIVE FIRE SAFETY CODE 527 CMR 1.00 (NFPA 2021)
- C.4 MASSACHUSETTS STATE UNIFORM PLUMBING CODE 249 CMR 10.00
- C.5 MASSACHUSETTS STATE FUEL GAS CODE 249 CMR 4.00
- C.6 IECC 2018 W/ MASSACHUSETTS AMENDMENTS
- C.7 MASSACHUSETTS ACCESS BOARD 521 CMR

PROJECT SUMMARY

PROPOSED 3-STORY 6 UNIT MULTI-FAMILY RESIDENTIAL STRUCTURE WITH FULL HEIGHT BASEMENT. BASEMENT TO BE POURED-IN-PLACE CONCRETE WITH WOOD FRAMED CONSTRUCTION ABOVE. BUILDING TO BE FULLY SPRINKLERED AND ALL ELECTRIC, I.E. NO FOSSIL FUELS. OFF-STREET PARKING IS PROVIDED ALONG THE ENTRY DRIVE AISLE. 6 DEDICATED RESIDENTIAL PARKING SPOTS ARE TO BE PROVIDED ALONG WITH TWO VISITOR PARKING SPACES. ONE PARKING SPOT WILL BE VAN ACCESSIBLE. 2 UNITS WILL BE DESIGNATED AFFORDABLE, PART OF INCLUSIONARY HOUSING PROGRAM.

ADDRESS : 339 CHESTNUT STREET, NEEDHAM MA 02492
ZONING DISTRICT : CHESTNUT STREET BUSINESS (CSB)
ZONING SUBDISTRICT (OVERLAY): LOWER CHESTNUT STREET OVERLAY DISTRICT (LC)
EXISTING USE : COMMERCIAL / RESIDENTIAL
PROPOSED USE : MULTI-FAMILY RESIDENTIAL
LOT AREA : +/- 6,200 SF

GROSS FLOOR AREA (FAR)

FLOOR	SQUARE FOOTAGE (SF)	USE
LEVEL 01	2,048 SF	LOBBY, LAUNDRY ROOM & 2 DWELLING UNITS
LEVEL 02	2,094 SF	LAUNDRY ROOM & 2 DWELLING UNITS
LEVEL 03	2,094 SF	LAUNDRY ROOM & 2 DWELLING UNITS
TOTAL	6,234 SF	
GROSS FAR	1,005	

INCLUSIONARY HOUSING SUMMARY

2 AFFORDABLE UNITS / 6 TOTAL UNITS = 33% AFFORDABLE UNITS

AFFORDABLE UNITS TO A MIX OF FIXED AND FLOATING. ALL UNITS TO HAVE THE SAME LEVEL OF INTERIOR FINISH. UNIT 1A TO BE A FIXED AFFORDABLE UNIT. UNIT 3B TO BE A FLOATING AFFORDABLE UNIT.

SEE UNIT SUMMARY FOR THE PROPOSED UNIT LOCATIONS & SIZES.

DWELLING UNIT INFORMATION

FLOOR	DESCRIPTION	GROSS SQUARE FOOTAGE (SF)	USE
LEVEL 01	UNIT 1-A	598 SF	1 BEDROOM / 1 BATH (ACCESSIBLE & AFFORDABLE)
	UNIT 1-B	900 SF	2 BEDROOM / 2 BATH (ACCESSIBLE)
LEVEL 02	UNIT 2-A	986 SF	2 BEDROOM / 2 BATH
	UNIT 2-B	900 SF	2 BEDROOM / 2 BATH
LEVEL 03	UNIT 3-A	986 SF	2 BEDROOM / 2 BATH
	UNIT 3-B	900 SF	2 BEDROOM / 2 BATH (AFFORDABLE)

6 TOTAL DWELLING UNITS

339 CHESTNUT STREET

NEEDHAM MA 02492

NEEDHAM ENTERPRISES

NEEDHAM MA 02492

FOR DESIGN INTENT ONLY
NOT FOR CONSTRUCTION

REVISIONS | SUBMISSIONS DATE

ZBA SUBMISSION 2025 02-07
LOCAL INITIATIVE PROJECT SUBMISSION 2024 11-05
SELECT BOARD MEETING 2024 10-14

SCOTT MELCHING ARCHITECT LLC
ARCHITECT
NEEDHAM, MA 02492 | (T) 718.578.3354

PROJECT:
339 CHESTNUT STREET
NEEDHAM | MA | 02492

DRAWING TITLE:
TITLE PAGE, RENDERING,
DWG LIST & BUILDING DEPT.NOTES

SHEET NUMBER :

T - 1

1 OF 6

SCALE:

DATE : 2025 02 - 07

ISSUE : ZBA SUBMISSION

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339

CHESTNUT STREET

NEEDHAM MA 02492

NEEDHAM
ENTERPRISES
NEEDHAM MA 02492

FOR DESIGN INTENT ONLY
NOT FOR CONSTRUCTION

REVISIONS SUBMISSIONS	DATE
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ZBA SUBMISSION	2025 02-07
LOCAL INITIATIVE PROJECT SUBMISSION	2024 11-05
SELECT BOARD MEETING	2024 10-14
ISSUED FOR OWNER REVIEW	2024 10-07
ISSUED FOR OWNER REVIEW	2024 10-03
ISSUED FOR OWNER REVIEW	2024 05-23

SCOTT MELCHING ARCHITECT LLC
ARCHITECT
NEEDHAM, MA 02492 | (T) 718.578.3354

PROJECT:
339 CHESTNUT STREET
NEEDHAM | MA | 02492

DRAWING TITLE:
FOUNDATION PLAN

SHEET NUMBER:

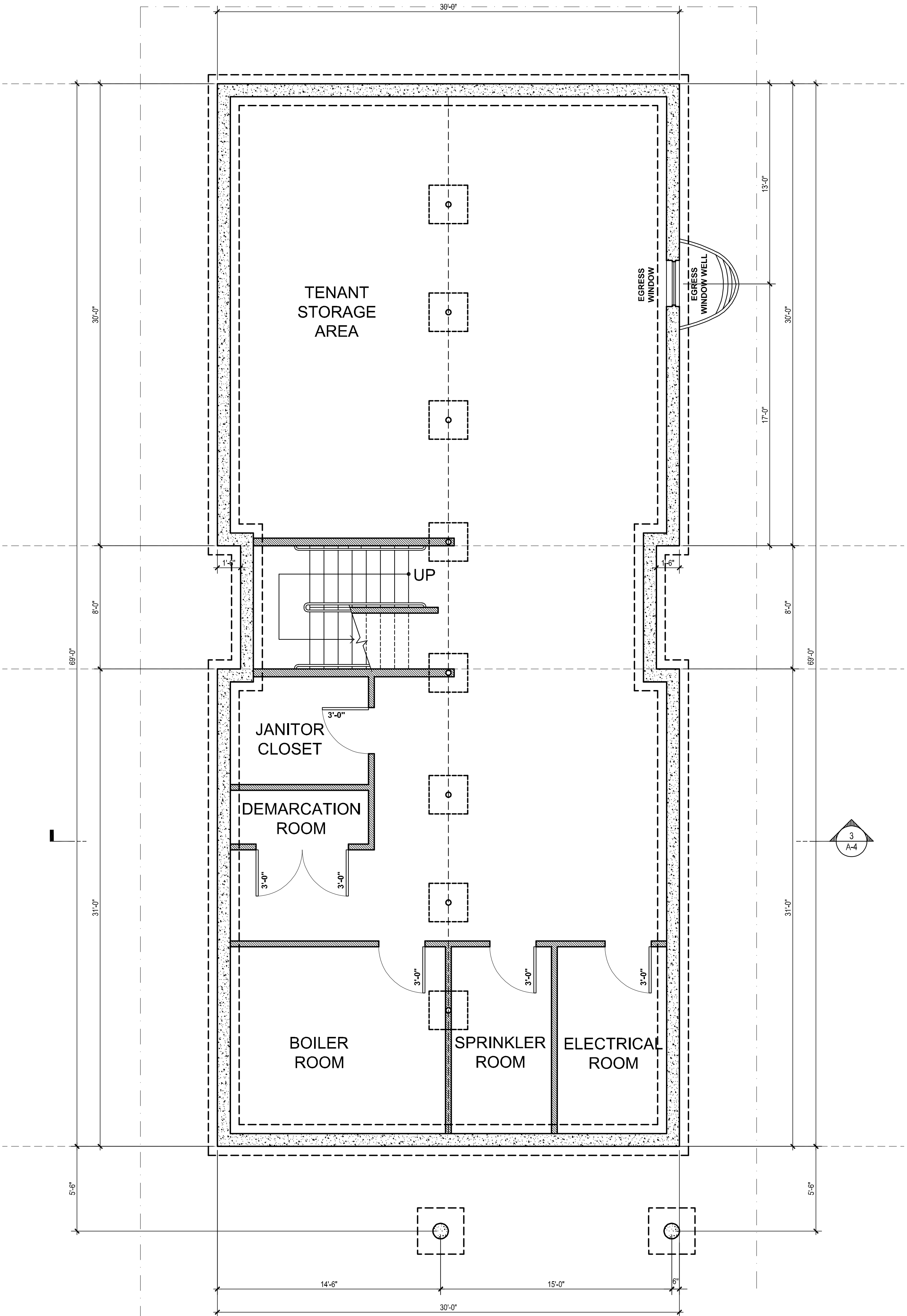
A-1
2 OF 6

SCALE:

DATE: 2025 02 07

ISSUE: ZBA SUBMISSION

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1 FOUNDATION PLAN

SCALE: 1/4" = 1'-0"

339

CHESTNUT STREET

NEEDHAM MA 02492

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SCOTT MELCHING ARCHITECT LLC
ARCHITECT
NEEDHAM, MA 02492 | (T) 718.578.3354

PROJECT:
339 CHESTNUT STREET
NEEDHAM | MA | 02492

DRAWING TITLE:
**GROUND FLOOR &
SECOND FLOOR PLANS**

SHEET NUMBER:

A-2

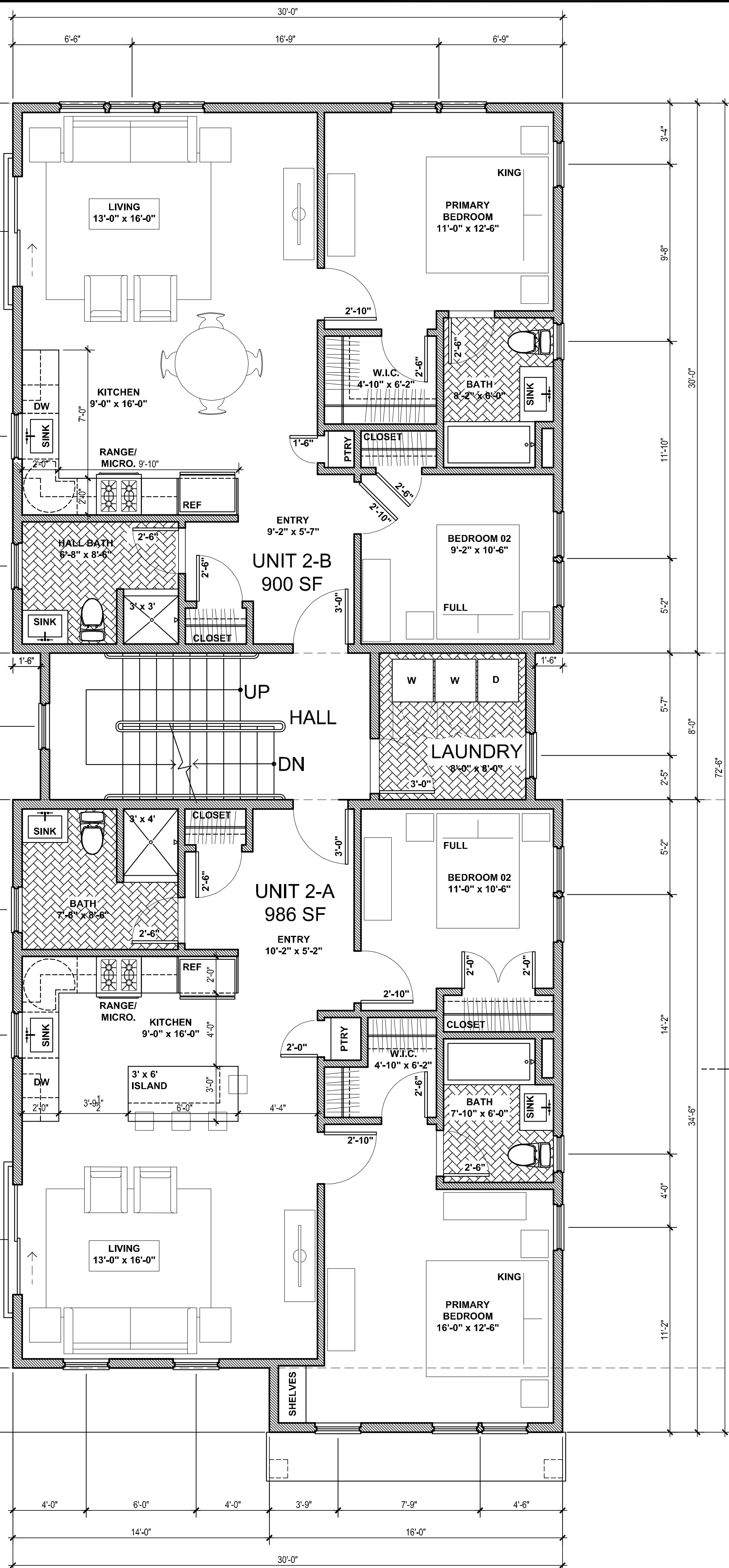
3 OF 6

SCALE:

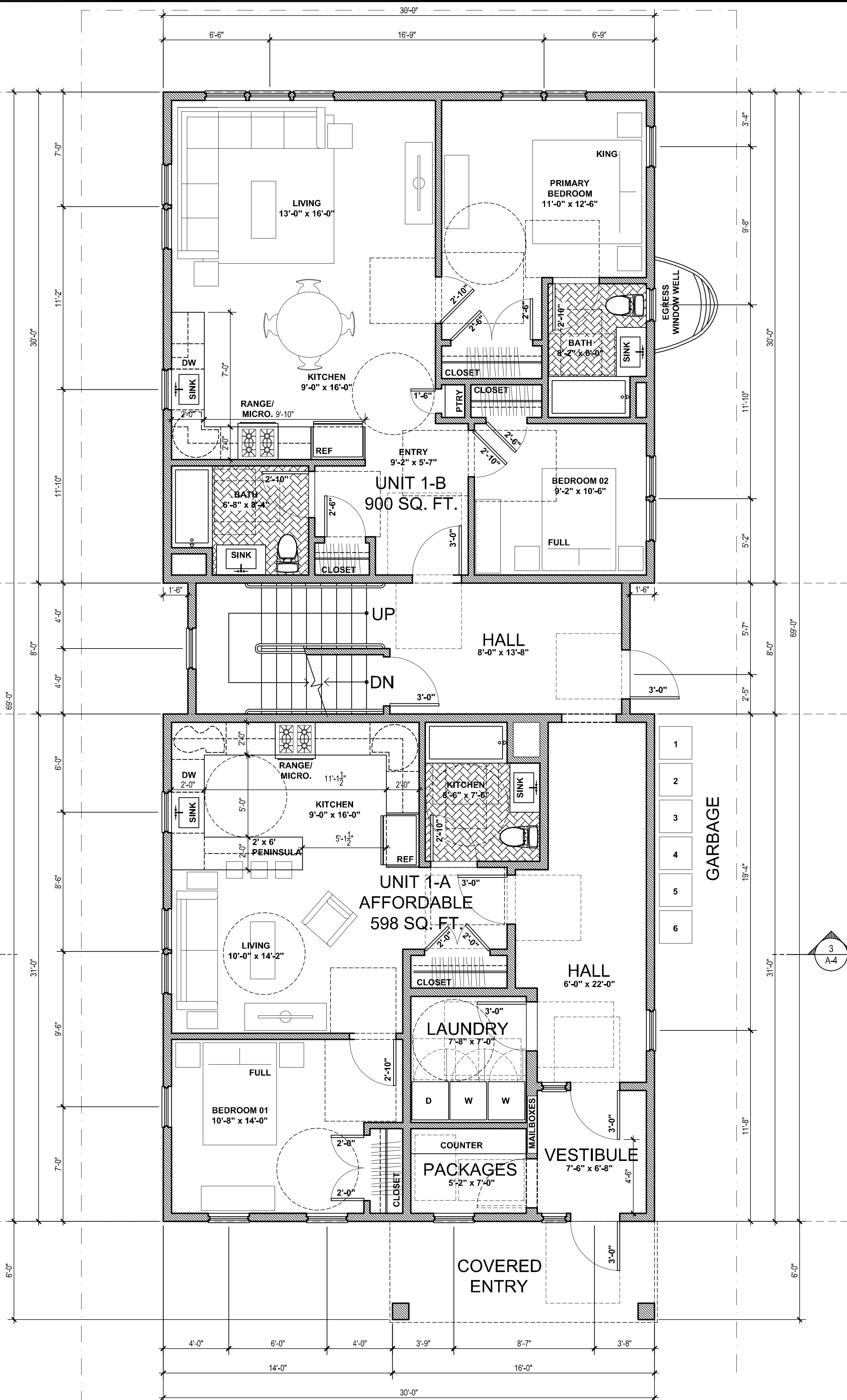
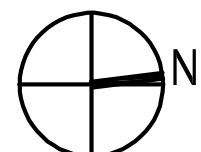
DATE: 2025 02 07

ISSUE: ZBA SUBMISSION

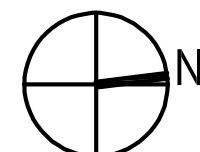
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2 SECOND FLOOR PLAN
SCALE: 1/4" = 1'-0"

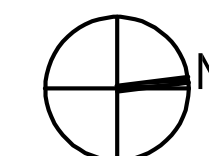
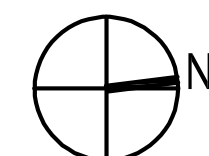


1 FIRST FLOOR PLAN
SCALE: 1/4" = 1'-0"



NEEDHAM
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ISSUE: ZBA SUBMISSION



339 CHESTNUT STREET

NEEDHAM MA 02492

NEEDHAM ENTERPRISES
NEEDHAM MA 02492

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REVISIONS | SUBMISSIONS DATE

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SELECT BOARD MEETING	2024 10-14
ISSUED FOR OWNER REVIEW	2024 10-07
ISSUED FOR OWNER REVIEW	2024 10-03
ISSUED FOR OWNER REVIEW	2024 05-23

SCOTT MELCHING ARCHITECT LLC
ARCHITECT
NEEDHAM, MA 02492 | (T) 718.578.3354

PROJECT:
339 CHESTNUT STREET
NEEDHAM | MA | 02492

DRAWING TITLE:
EXTERIOR ELEVATIONS FRONT & RIGHT, & BUILDING SECTION

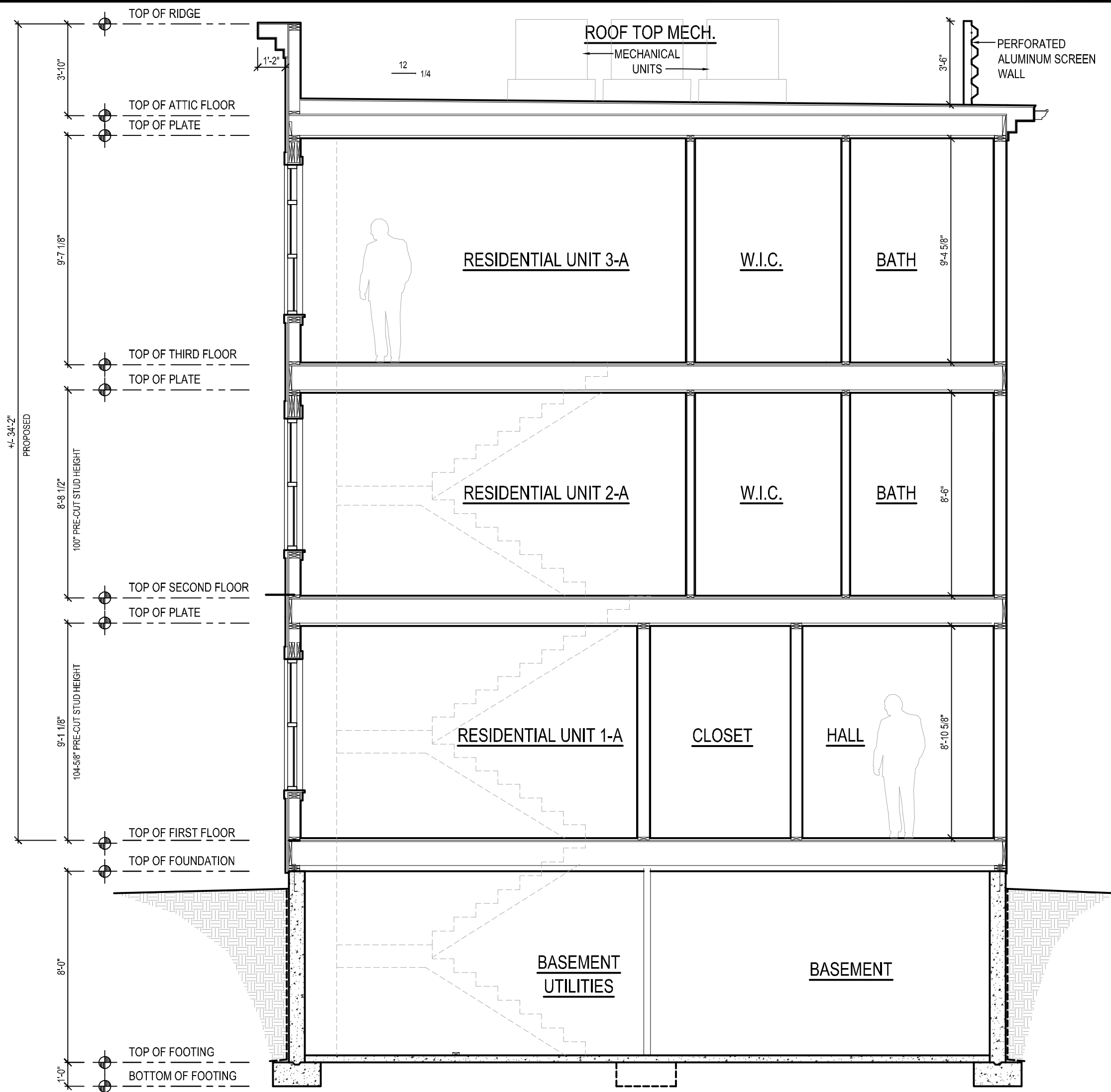
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A - 4

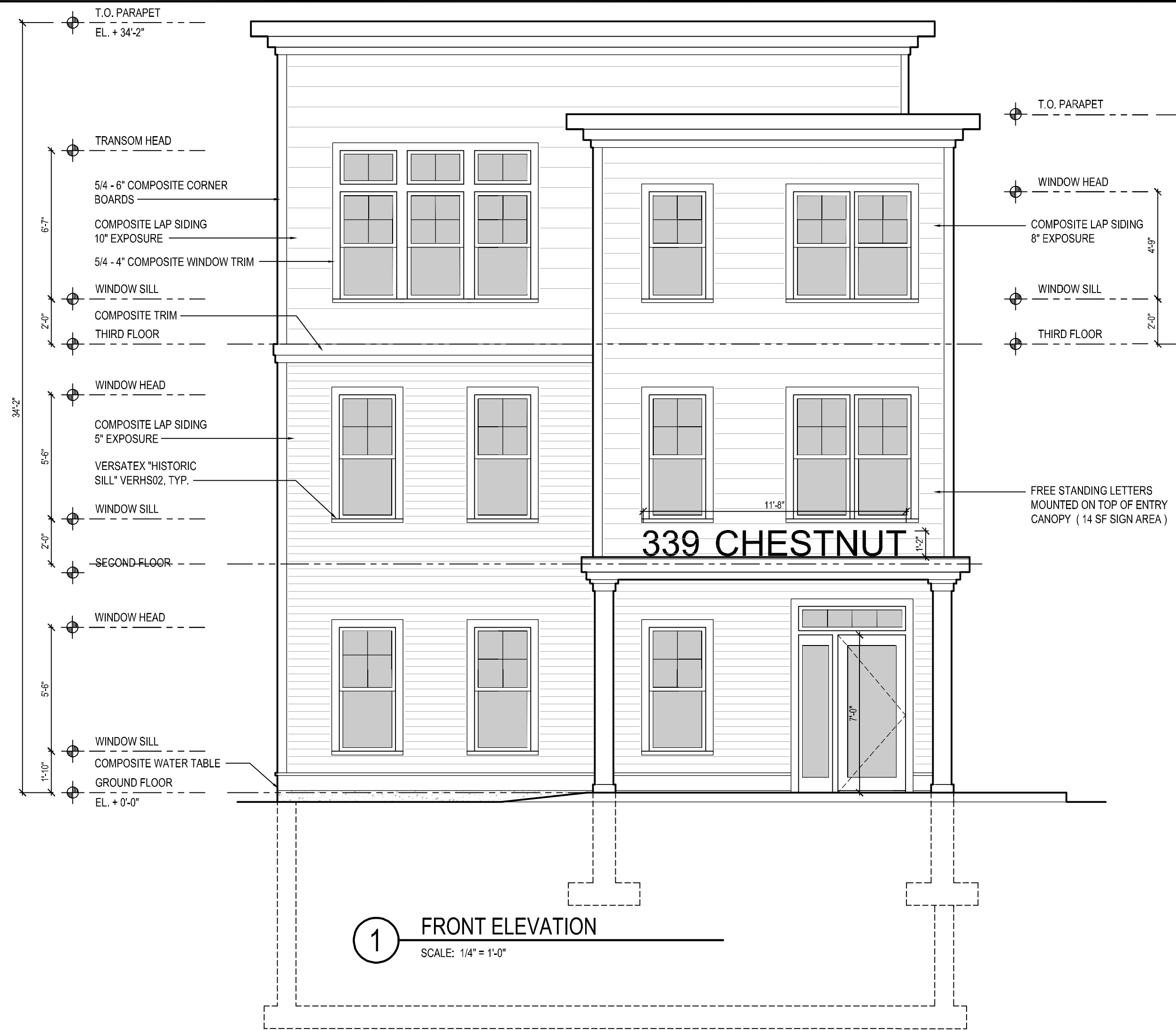
5 OF 6

SCALE:
DATE: 2025 02 07
ISSUE: ZBA SUBMISSION

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3 SECTION
SCALE: 1/4" = 1'-0"



1 FRONT ELEVATION
SCALE: 1/4" = 1'-0"



2 RIGHT ELEVATION
SCALE: 1/4" = 1'-0"

339 CHESTNUT STREET

NEEDHAM MA 02492

NEEDHAM
ENTERPRISES
NEEDHAM MA 02492

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REVISIONS | SUBMISSIONS DATE

ZBA SUBMISSION	2025-02-07
LOCAL INITIATIVE PROJECT SUBMISSION	2024-11-05
SELECT BOARD MEETING	2024-10-14
ISSUED FOR OWNER REVIEW	2024-10-07
ISSUED FOR OWNER REVIEW	2024-10-03
ISSUED FOR OWNER REVIEW	2024-05-23

SCOTT MELCHING ARCHITECT LLC
ARCHITECT
NEEDHAM, MA 02492 | (T) 718.578.3354

PROJECT:
339 CHESTNUT STREET
NEEDHAM | MA | 02492

DRAWING TITLE:
**EXTERIOR ELEVATIONS
REAR & LEFT**

SHEET NUMBER:

A-5

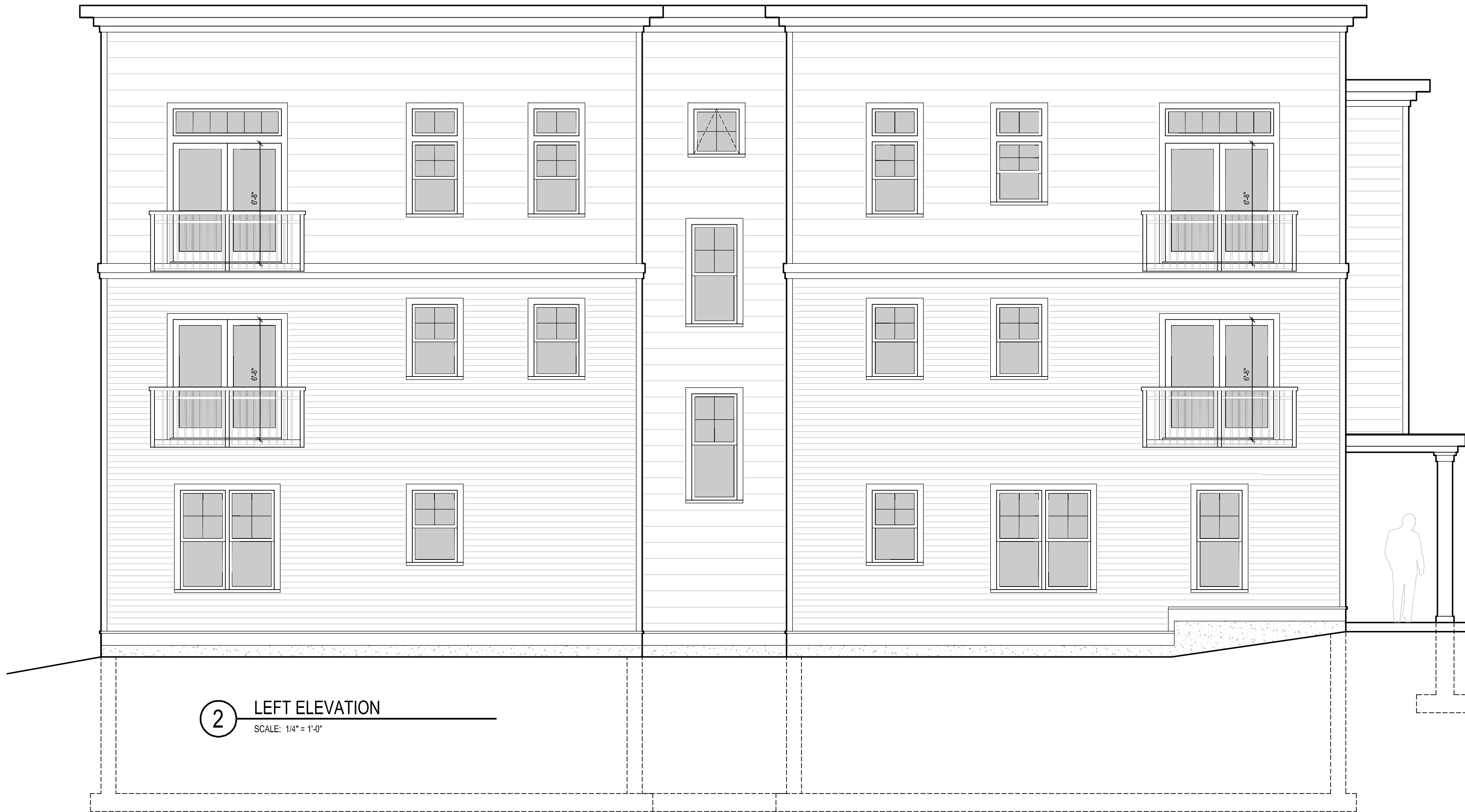
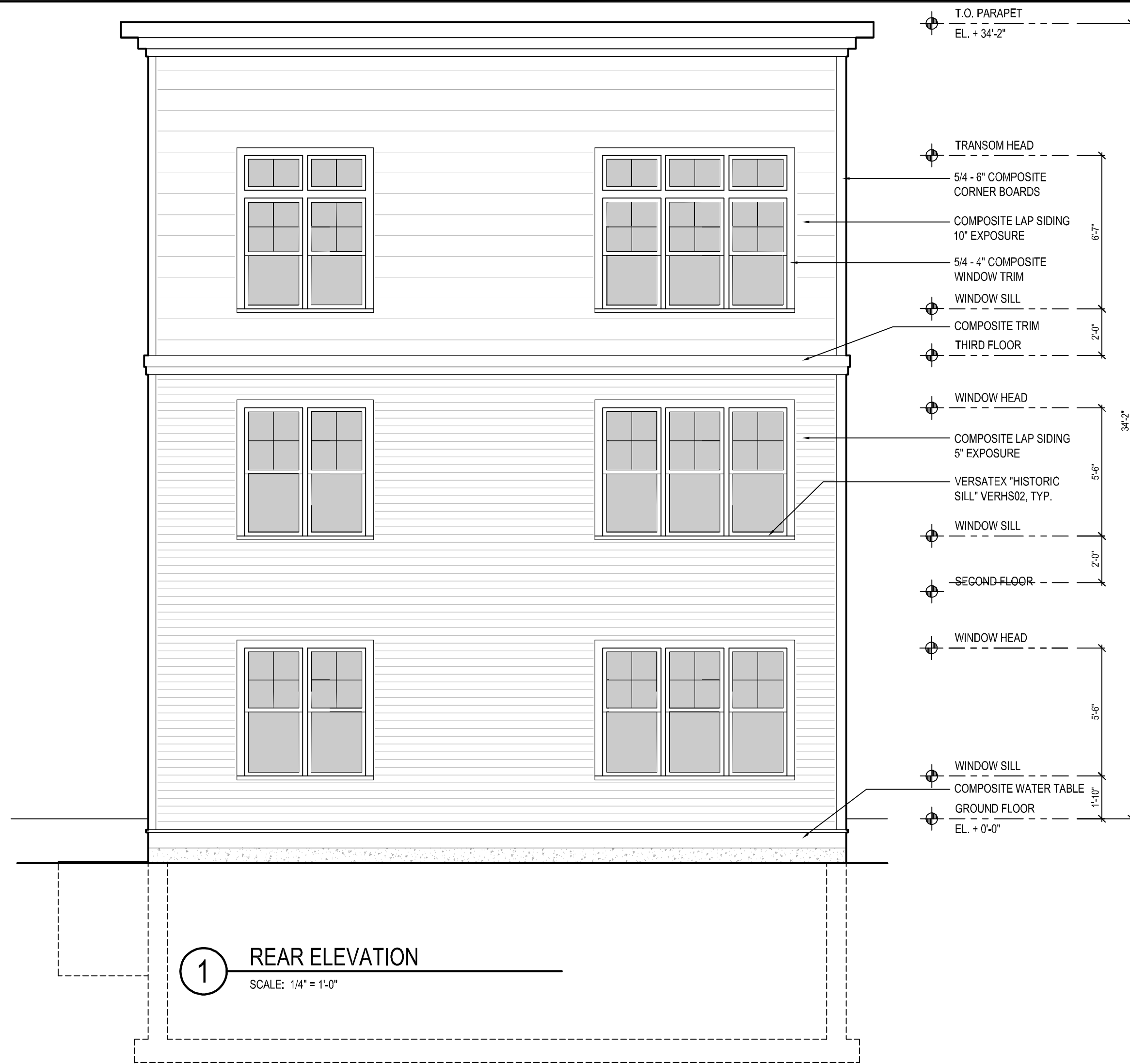
6 OF 6

SCALE:

DATE: 2025-02-07

ISSUE: ZBA SUBMISSION

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FOR PLANNING BOARD USE ONLY

NEEDHAM ZONING BOARD OF APPEALS AGENDA Thursday, March 20, 2025 - 7:30PM

Charles River Room Public Service Administration Building 500 Dedham Avenue Needham, MA 02492	Also livestreamed on Zoom Meeting ID:820-9352-8479 To join the meeting click this link: https://us02web.zoom.us/j/82093528479
--	--

Minutes Review and approve Minutes from February 27, 2025 meeting.

7:30 PM **0 Colgate Road (Continued from February 27, 2025)** -Patricia M. Connolly, appellant, has appealed a decision of a Building Inspector (ABID) dated December 2, 2024 who determined that the property “appears to “front” on private property and therefore does not have adequate frontage along a public or private way as defined in the Zoning By-Law.” The ABID asserts that the vacant lot has 95 feet of frontage on a private paved way which satisfies the minimum frontage of 80 feet for parcels in the Single-Residence B per Section 4.2.1 of the By-Law. The property is located at 0 Colgate Road, Needham, MA in the Single-Residence B (SRB) District.

8:00PM **282 Warren Street (Continued from February 27, 2025)** – Stephanie Cox and Joshua A. Shaller applied for a Variance to allow the divestment of a five-foot strip of land to the abutting property at 73 Pleasant Street. This divestment would make 282 Warren Street, currently a conforming lot, into a non-conforming lot with a build factor of 26.69 where a build factor of 20 or less is required under Sections 4.2.5 of the By-Law. The property is located in the Single-Residence B (SRB) District.

8:00PM **76 Fair Oaks Park** – Geoffrey R. Urquhart and Kate P. McDavitt Urquhart, Trustees. applied for a Special Permit to allow the extension, alteration, and enlargement of the lawful, pre-existing non-conforming single-family pursuant to Section 1.4.6. The relief sought would allow the total length of the left side wall on the second floor from 43’1” to 55’3/4”.

Next ZBA Meeting – April 17, 2025

GEORGE GIUNTA, JR.
ATTORNEY AT LAW*
281 CHESTNUT STREET
NEEDHAM, MASSACHUSETTS 02492

*Also admitted in Maryland

TELEPHONE (781) 449-4520

FAX (781) 465-6059

February 24, 2025

Town of Needham
Zoning Board of Appeals
Needham, Massachusetts 02492

Attn: Daphne M. Collins, Zoning Specialist

Re: Geoffrey R. Urquhart and Kate P. McDavitt Urquhart, Trustees
76 Fair Oaks Park, Needham, MA

Dear Ms. Collins,

Please be advised this office represents Geoffrey R. Urquhart and Kate P. McDavitt Urquhart, Trustees, Geoffrey R. Urquhart 2022 Trust and Kate P. McDavitt Urquhart 2022 Trust (hereinafter, jointly, the Applicant and the "Urquharts") in connection with the proposed renovation of their single-family residential dwelling at the property known and numbered 76 Fair Oaks Park, Needham, MA (hereinafter the "Premises"). In connection therewith, submitted herewith, please find the following:

1. Seven copies of a Completed Application for Hearing;
2. Seven copies of plot plan and architectural plans;
3. Seven copies of Memorandum in Support of Application of Geoffrey R. Urquhart and Kate P. McDavitt Urquhart, Trustees; and
4. Check in the amount of \$200 for the applicable filing fee.

The Premises, which has been owned by the Urquharts since late 2014, is improved with a single-family residential dwelling, built in or around 1920. The Urquharts are currently in the process of renovating and expanding the existing dwelling, and such expansion includes a proposed addition to the left rear portion of the house, on the second floor. However, the left side wall of the second floor of the existing house is approximately 43' 1" long, and therefore does not comply with the current requirements of footnote (e) to the zoning table at Section 4.2.1 of the Zoning By-Law. As interpreted by the Building Commissioner, that footnote limits the length of a side wall to no more than 32' feet without a 2' offset no matter how far from the sideline the wall is located.

The proposed second floor addition would be set back approximately 18' from the left side lot line, and therefore well outside the required side setback. However, as noted above, pursuant to the language of footnote (e), the fact the affected wall is outside the side setback is irrelevant, and the addition is subject to the limitation on a side wall of no more than 32'. As a result, it requires a special permit pursuant to Section 1.4.6 to proceed. In all other respects the house will comply with applicable dimensional and density requirements.¹

Kindly schedule this matter for the next hearing of the Board of Appeals. If you have any comments, questions or concerns, or if you require any further information in the meantime, please contact me so that I may be of assistance.

Sincerely,

A handwritten signature in black ink, appearing to read "George Giunta, Jr.", with a stylized, cursive script.

George Giunta, Jr.

¹ Note that the existing dwelling is non-conforming as to the current applicable 14' side setback. However, pursuant to footnote (f) to the zoning table at Section 4.2.1, the house may be altered or structurally changed as of right to a 10' setback.



ZBA Application For Hearing

Applicants must consult with the Building Inspector prior to filing this Application. Failure to do so will delay the scheduling of the hearing.

Applicant Information

Applicant Name	Geoffrey R. Urquhart and Kate P. McDavitt Urquhart, Trustees Geoffrey R. Urquhart 2022 Trust and Kate P. McDavitt Urquhart 2022 Trust			Date:	2/24/2025
Applicant Address	76 Fair Oaks Park, Needham, MA 02492				
Phone	347-405-0087	email	kurquhart3@gmail.com		
Applicant is ☒ Owner; ☐ Tenant; ☐ Purchaser; ☐ Other_____					
If not the owner, a letter from the owner certifying authorization to apply must be included					
Representative Name	George Giunta, Jr., Esq.				
Address	281 Chestnut Street, Needham, MA 02492				
Phone	617-840-3570	email	george.giuntajr@needhamlaw.net		
Representative is ☒ Attorney; ☐ Contractor; ☐ Architect; ☐ Other_____					
Contact ☒ Me ☒ Representative in connection with this application.					

Subject Property Information

Property Address	76 Fair Oaks Park, Needham, MA 02492		
Map/Parcel Number	Map 49 / Parcel 79	Zone of Property	Single Residence B (SRB)
Is property within 100 feet of wetlands, 200 feet of stream or in flood Plain? ☐ Yes ☒ No			
Is property ☒ Residential or ☐ Commercial			
If residential renovation, will renovation constitute "new construction"? ☐ Yes ☒ No			
If commercial, does the number of parking spaces meet the By-Law requirement? ☐ Yes ☐ No			
Do the spaces meet design requirements? ☐ Yes ☐ No			
Application Type (<i>select one</i>): ☒ Special Permit ☐ Variance ☐ Comprehensive Permit ☐ Amendment ☐ Appeal Building Inspector Decision			



ZBA Application For Hearing

Existing Conditions:

Lawful, pre-existing, non-conforming, single-family dwelling on a conforming lot.

Statement of Relief Sought:

Special Permit pursuant to Section 1.4.6 of the Needham Zoning By-Law and a finding pursuant to Section 6 of M.G.L. c.40A, to permit the extension, alteration, and enlargement of the existing, lawful, pre-existing, non-conforming, single-family dwelling, as shown on the plans submitted herewith.

Applicable Section(s) of the Zoning By-Law:

1.4.6, 4.2, 7.5.2 and any other applicable section or by-law.

If application under Zoning Section 1.4 above, list non-conformities:

	Existing Conditions	Proposed Conditions
Use		
# Dwelling Units	1	1
Lot Area (square feet)	13,350 SF	13,350 SF
Front Setback (feet)	44.4	44.4
Rear Setback (feet)	46.4	46.4
Left Setback (feet)	13.0	13.0
Right Setback (feet)	28.8	28.8
Frontage (feet)	89	89
Lot Coverage (%)	19.5%	20%
FAR (Floor area divided by the lot area)	.30	.34
<i>Numbers must match those on the certified plot plan and supporting materials</i>		



ZBA Application For Hearing

Date Structure Constructed including additions: Approximately 1920, expanded in 1992	Date Lot was created: On or before 1919
--	---

Submission Materials	Provided
Certified Signed Plot Plan of Existing and Proposed Conditions <i>(Required)</i>	
Application Fee, check made payable to the Town of Needham Check holders name, address, and phone number to appear on check and in the Memo line state: "ZBA Fee – Address of Subject Property" <i>(Required)</i>	
If applicant is tenant, letter of authorization from owner <i>(Required)</i>	
Electronic submission of the complete application with attachments <i>(Required)</i>	
Elevations of Proposed Conditions <i>(when necessary)</i>	
Floor Plans of Proposed Conditions <i>(when necessary)</i>	

Feel free to attach any additional information relative to the application.
Additional information may be requested by the Board at any time during the
application or hearing process.



I hereby request a hearing before the Needham Zoning Board of Appeals. I have
reviewed the Board Rules and instructions.

I certify that I have consulted with the Building Inspector February 12, 2025
date of consult

Geoffrey R. Urquhart and Kate P. McDavitt Urquhart, Trustees,
by their attorney

Date: February 24, 2025 Applicant Signature *George Giunta Jr*
George Giunta, Jr., Esq.

*An application must be submitted to the Town Clerk's Office at
townclerk@needhamma.gov and the ZBA Office at dcollins@needhamma.gov*

TO: THE MEMBERS OF THE BOARD OF APPEALS
TOWN OF NEEDHAM, MA

February 24, 2025

MEMORANDUM IN SUPPORT OF
APPLICATION OF
GEOFFREY R. URQUHART and KATE P. MCDAVITT URQUHART, TRUSTEES
76 Fair Oaks Park, Needham, MA

The applicants, Geoffrey R. Urquhart and Kate P. McDavitt Urquhart, Trustees Geoffrey R. Urquhart 2022 Trust and Kate P. McDavitt Urquhart 2022 Trust (hereinafter, jointly and interchangeably, the “Applicants” and the “Urquharts”), seek a Special Permit pursuant to Section 1.4.6 of the Needham Zoning By-Law and a finding pursuant to Section 6 of M.G.L. c.40A, to permit the extension, alteration, and enlargement of the lawful, pre-existing, non-conforming, single-family dwelling at 76 Fair Oaks Park (hereinafter the “Premises”); and all other relief as may be necessary and appropriate to permit the proposed renovation and expansion thereof, as shown on the plans submitted herewith.

PRESENT USE / EXISTING CONDITIONS

The Premises is shown as parcel 79 on sheet 49 of the Assessor’s Map for the Town of Needham and is located in the Single Residence B (SRB) Zoning District. It contains approximately 13,350 square feet of land with 89 feet of frontage on Fair Oaks Park. It is occupied by an existing two and one-half story, single-family residential dwelling and detached garage, associated driveway and walkways.

The existing house, which appears to have been initially built in or around 1920, consists of approximately 3,844 square feet of living area, distributed among 10 total rooms, including 5 bedrooms and 4 full baths.¹ The original structure was altered and expanded in 1992 pursuant to Building Permit No. 16827 as amended in 1993.² The detached garage was built in 1998 pursuant to Building Permit No. 22187.³ The existing house is nonconforming on the left side with respect to both the current applicable side-yard setback requirement of 14’ as well as the requirements of footnote (e) to the Zoning Table at Section 4.2.1, set forth below.

¹ See Exhibit A, Assessor’s Information, attached hereto.

² See Exhibit B, Building Permit 16827 and amendment d. 1/5/1993, attached hereto.

³ See Exhibit C, Building Permit 22187, Application and Plot Plan, attached hereto.

PROPOSED ALTERATION

The Urquharts are currently in the process of remodeling a substantial portion of the existing house. One part of the planned remodel includes a somewhat small addition to the second floor, in the left rear corner of the house, above the existing kitchen / dining area. This new area will be used as the primary bedroom and will extend over the existing bay window on the back left side of the house.

The outside left wall of the proposed addition is set back from the left side lot line by approximately 18 feet, well beyond the required setback. The total length of the left side wall, at the second floor, from the left front corner of the house to the back left corner will be approximately 55' 3/4". This is just slightly longer than the length of the first-floor wall, which is 53' 7" and a bit longer than the existing second-floor wall, which is approximately 43' 1".

LAW

Massachusetts General Laws, Chapter 40A, Section 6 provides that "pre-existing nonconforming structures or uses may be extended or altered, provided, that no such extension or alteration shall be permitted unless there is a finding by the permit granting authority or by the special permit granting authority designated by ordinance or by-law that such change, extension or alteration shall not be substantially more detrimental than the existing nonconforming use to the neighborhood."

Massachusetts General Laws, Chapter 40A, Section 9 states as follows: "Special Permits may be issued only for uses that are in harmony with the general purpose and intent of the ordinances of the by-law, and shall be subject to general or specific provisions set forth therein; and that such permits may also impose conditions, safeguards, and limitations on time and use."

Section 1.4.6 of the Town of Needham Zoning By-Law (Alteration) authorizes the Board of Appeals to issue special permits for the change, extension, alteration, enlargement and reconstruction of lawful, pre-existing, non-conforming structures, provided the Board determines that the proposed new structure would not be substantially more detrimental to the neighborhood than the existing non-conforming structure. Furthermore, while a special permit pursuant to

Section 1.4.6 may not authorize the violation of any new dimensional, parking or intensity regulation, it does not prohibit the issuance of a special permit that maintains an existing non-conformity.

Footnote (e) to the zoning table at Section 4.2.1 provides, in pertinent part, that “In no case shall a side wall extension extend more than 32 linear feet without a 2 foot offset, regardless of an increased side setback”.

Section 7.5.2.1 of the By-Laws (Finding and Determination), as applicable to the application of the Urquharts, requires that prior to granting the requested special permit, the Board must make a finding and determination that the proposed extension, alteration and enlargement:

(a) complies with the criteria or standards of section 3.2. of the By-Law which refers to the granting of the requested special permit;

(b) is consistent with 1) the general purposes of the By-Law as set forth in paragraph 1.1,⁴ and 2) the more specific objectives and purposes applicable to the requested special permit which may be set forth elsewhere in the By-Laws; and

(c) is designed in a manner that is compatible with the existing natural features of the site and is compatible with the characteristics of the surrounding area.

DISCUSSION / ANALYSIS

The single-family dwelling at the Premises includes an existing side wall that is currently approximately 43’ 1” long. This is more than 11’ longer than the maximum currently allowed pursuant to footnote (e) to Section 4.2.1. As a result, such wall, and the structure to which it is attached, are non-conforming.⁵ The applicable language of footnote (e) was adopted pursuant to

⁴ Section 1.1 states that it is “The purpose of [the] By-Law [to] promote the health, safety, convenience, morals or welfare of the inhabitants of Needham; to lessen congestion in the streets; to conserve health; to secure safety from fire, panic and other dangers; to provide adequate light and air; to prevent overcrowding of land; to avoid undue concentration of population; to facilitate the adequate provision of transportation, water, sewerage, schools, parks, and other public requirements; to conserve the value of land and buildings; to encourage the most appropriate use of land and buildings; to encourage the most appropriate use of land throughout the Town and to preserve and increase amenities under the provisions of General Laws, Chapter 40A. The use, construction, alteration, height, area and location of buildings and structures and the use of premises in the town of Needham are regulated as [provided by the By-Laws]”

⁵ As mentioned above, the existing dwelling is also non-conforming as to the applicable 14’ side setback. However, pursuant to footnote (f) to the zoning table at Section 4.2.1, the house may be altered or structurally changed as of right to a 10’ setback.

Article 20 of the 2023 Annual Town Meeting.⁶ Whereas the wall and the structure to which it was attached were in existence as of such adoption, they were rendered lawfully pre-existing.

Both Section 1.4.6 of the By-Law and Section 6 of M.G.L. c.40A permit the contemplated extension, alteration, and enlargement of the existing dwelling, provided the Board finds that the proposed change is not *substantially* more detrimental than the existing nonconforming structure. The proposed second floor addition will be located above an existing portion of the house and is approximately four feet further from the sideline than the required setback. It is located in a portion of the existing house that already does not comply with the current 32' limitation in the above referenced footnote (e). The addition will not alter the use of the Premises for single-family purposes, will not extend closer to the sideline than the existing structure, and will not result in any additional bedrooms. Therefore, the proposed addition will not be substantially more detrimental than the existing nonconforming structure.

Furthermore, whereas the wall in question is already non-conforming with respect to footnote (e), the allowance of the proposed addition will not authorize or enable the violation of any new dimensional regulation with which the Premises was previously in compliance. Therefore, the proposed addition meets the applicable criteria for the granting of a special permit pursuant to Section 1.4.6 and a finding pursuant to M.G.L. c.40A, Section 6 and the Urquarts assert that the issuance of the requested special permit is both proper and appropriate and should be granted.

Respectfully submitted,
Geoffrey R. Urquhart and
Kate P. McDavitt Urquhart, Trustees
Geoffrey R. Urquhart 2022 Trust and
Kate P. McDavitt Urquhart 2022 Trust
by their attorney,



George Giunta, Jr., Esq.
281 Chestnut Street
Needham, Massachusetts 02492
781-449-4520

⁶ See Exhibit D, certification of vote, attached hereto.

EXHIBIT A
Assessor's Information

PARID: 1990490007900000
URQUHART, GEOFFREY R. TR. &

MUNICIPALITY: NEEDHAM
76 FAIR OAKS PK

LUC: 101
PARCEL YEAR: 2025

Residential Card Summary

Card/Building:	1
Stories:	2.5
Condition:	3 - GOOD
Grade:	B+ - GOOD/VERY GOOD
CDU:	GD - GOOD
Exterior Wall:	FB - FRAME-CLAPBD
Style:	CL - COLONIAL
Year Built:	1920
Effective Year:	1920
Square Feet of Living Area:	3844
Total Rooms:	10
Bedrooms:	5
Full Baths:	4
Half Baths:	0
Additional Fixtures:	1
Roofing Material:	AS - ASPHALT-SHNG
Heating:	C - HOT WATER - AC
Fuel Type:	G - GAS
Dwelling Value:	\$739,100

Sections

Card #	Addition #	Lower	First	Second	Third	Area	RCNLD
1	0					868	0
1	1		FM	FU		496	114000
1	2		FM	W		378	62800
1	3		FM			200	28100
1	4		FM			84	11800
1	5		E			32	7200
1	6		FMY			20	2800
1	7		W			200	6800
1	8		W			49	3200

EXHIBIT B
Building Permit 16827
and related Plot Plan

BUILDING PERMIT		FIELD COPY	
TOWN OF NEEDHAM 470 DEDHAM AVE. NEEDHAM, MA 02192 TEL. 617-455-7542		DATE 11/19/92 19 PERMIT # 16827	
APPLICANT Kevin Danehy		ADDRESS 76 Fair Oaks Park	
CONTRACTOR Thomas Gallagher		ADDRESS 81 Curve St. Needham MA LICENSE # 004403	
PERMIT TO Alterations Deck		USE Residential # UNITS 1	
LOCATION 76 Fair Oaks Park		ZONING SR-B	
BETWEEN cross streets Great Plain Ave. and Harris Ave.		SUBDIVISION LOT 13,350.00	
BUILDING IS TO BE 19'x26' FT. WIDE, BY 16'x21' FT. LONG, BY 1 NUMBER OF STORIES.		CONST. TYPE 5-B USE GROUP R-4 FOUNDATION TYPE poured concrete w/footings	
REMARKS Alt; Bath, Pantry, Sunroom		AREA 923.00 332.00 221.00 ESTIMATED COST \$60,800.00 FEE \$502.00	
OWNER Kevin Danehy		BUILDING DEPT BY Arthur H. Lavigne	
ADDRESS 76 Fair Oaks Park, Needham, MA 02192			

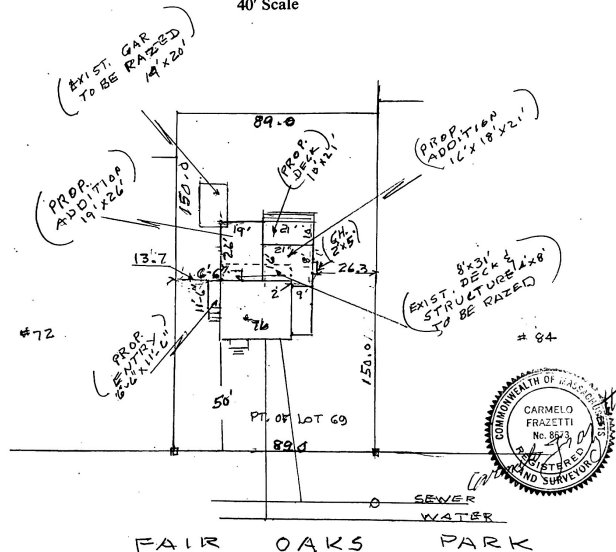
TOWN OF NEEDHAM, MASSACHUSETTS

Building Inspection Department

Sewer ☐
Water ☐
Drain ☐

Building Permit No. 16827 At No. 76 FAIR OAKS PARK
Lot Area 13,350 SF Zone Setback "B"
Owner KEVIN DANEHY Builder

PLOT PLAN
40' Scale



Notes: Plot Plans shall be drawn in accordance with Sections 7.2.1 and 7.2.2 of the Zoning By-Laws for the Town of Needham. All plot plans shall show existing structures and public utilities, including water mains, sewer, drains, gaslines, etc.; driveways, Flood Plain and Wetland Areas, lot dimensions, dimensions of proposed structures, sideline offsets and setback distances, (allowing for overhangs) and elevation of top of foundations and garage floor. For new construction, elevation of lot corners at street line and existing and proposed street grades shall be shown for grading along lot line bordering streetline. For pool permits, plot plans shall also show fence surrounding pool with a gate, proposed pool and any accessory structures, offsets from all structures and property lines, existing elevations at nearest house corners and pool corners, nearest storm drain catch basin (if any) and, sewage disposal system location in unsewered area.
(*Accessory structures may require a separate building permit—See Building Code)

I hereby certify that the information provided on this plan is accurately shown and correct as indicated.

The above is subscribed to and executed by me this 14th day of NOV. 1992

Approved: Carmelo Frazetti Registered Land Surveyor No. 8673

Approved: [Signature] Director of Public Works Date 1/20/92

Approved: [Signature] Building Inspector Date 11/19/92

Occupancy permit will not be issued until the conditions as to lines and grades and drainage facilities have been fully complied with.

EXHIBIT B
(cont.)
Amendment d. 1/5/1993



Information, ownership and detail must be correct, complete and legible.
Duplicate application required for every building.
Plans must be filed with this application when required.

APPLICATION FOR PERMISSION TO AMEND PERMIT/PLANS

#16027.1

Town of Needham

Needham, Mass. 1/5 1993

To the

BUILDING INSPECTOR:

The undersigned applies for permission to amend Permit/Plans on file of the following described building:

Location 76 FAIROAKS PK Zoning District _____
Name of Owner KENIN DANAHY Address _____
Name of Builder GALLAGHER BROS Address _____

Material of Building WOOD Material of Roofing ASHFELT
What was the Building last used for? RESIDENCE
Building to be occupied for RESIDENCE
Progress of work to date PUTTING ON ROOF.

DETAIL OF PROPOSED AMENDMENTS

ADD 2 BEDROOMS OVER NEW ADDITION
NEW BATHROOM

Estimated Value of Changes \$ 15000

Fee: \$279.00

Signature of Owner or Authorized Representative

Thomas Gallagher
Address 81 CORVET St Needham

Do Not Write Below This Line

Add 2nd fl
 $16'6" \times 31'6" = 520 \text{ sq ft}$
 $11'6" \times 20'6" = 238 \text{ sq ft}$
Add 2nd fl

Approved by: Richard Harvey
Inspector of Buildings

Date: Jan 7 1993

EXHIBIT C
Building Permit 22187 – Application

TOWN OF



NEEDHAM

FILE
FOR OFFICIAL USE ONLY

Acc. By # 317.

DATE 10-30-98
PERMIT NUMBER 22187

BUILDING DEPARTMENT APPLICATION

LOCATION OF BUILDING	AT (LOCATION) <u>76 FAIR OAKS PARK</u> (NO) (STREET)	ZONING DISTRICT <u>B</u>	
	BETWEEN _____ (CROSS STREET) AND _____ (CROSS STREET)		
	SUBDIVISION _____ LOT(S) _____ (PLAT) _____		
TYPE AND COST OF BUILDING			
A. TYPE OF IMPROVEMENT		D. PROPOSED USE — For "Wrecking" most recent use	
1 ☐ New Construction		Residential	
2 ☒ Addition (If residential, enter number of new housing units added, if any, in Part D, 13)		12 ☒ One Family	Nonresidential
3 ☐ Alteration (See 2 above)		13 ☐ Two or more family Enter number of units _____	18 ☐ Amusement, recreational
4 ☐ Wood stove or fireplace (See Part P)		14 ☐ Swimming Pool	19 ☐ Church, other religious
5 ☐ Wrecking (If multifamily residential, enter number of units in building in Part D, 13. See Part Q)		15 ☒ Garage	20 ☐ Industrial
6 ☐ Moving (relocation) (See Part Q)		16 ☐ Carport	21 ☐ Parking garage
7 ☐ Foundation only			22 ☐ Service station, repair garage
B. OWNERSHIP		Brief Description	23 ☐ Hospital, institutional
8 ☒ Private (individual, corporation, nonprofit institution, etc.)		2-CAR GARAGE WITH STUDIO	24 ☐ Office, bank, professional
9 ☐ Public (Federal, State or local government)		SEPARATE WITH SMALL BATH	25 ☐ Public utility
C. COST			26 ☐ School, library, other educational
10 Cost of improvement _____ (One Cent)		E. ALL USES	27 ☐ Stores, mercantile
To be installed but not included in the above cost		30 Use Group _____	28 ☐ Tanks, towers
a. Electrical _____ 1600-		31 Const. Type _____	29 ☐ Other—Specify _____
b. Plumbing _____ 2500-		32 Wind Load _____	
c. Heating, air conditioning _____ 1800-		34 Floor load 1st _____ 2nd _____ 3rd _____	
d. Other (elevator, etc.) _____		35 Size of Bldg. Front _____ Right _____	
11 TOTAL COST OF IMPROVEMENT _____ \$65,120-		Rear _____ Left _____	
		36 Sprinkler System _____	37 Emergency Lights _____
F. IS ANY PART OF THE BUILDING IN FLOOD PLAIN OR WETLANDS? <u>NO</u>			
G. PRINCIPAL TYPE OF FRAME		I. TYPE OF SEWAGE DISPOSAL	L. DIMENSIONS
38 ☐ Masonry (wall bearing)		48 ☒ Public or private company	54 Number of stories _____ 1 1/2
39 ☒ Wood frame		49 ☐ Private (septic tank, etc.)	55 Total square feet of floor area, all floors, based on exterior dimensions _____ 1058
40 ☐ Structural steel		J. TYPE OF WATER SUPPLY	56 Total land area, sq. ft. _____ 13350
41 ☐ Reinforced concrete		50 ☒ Public or private company	M. NUMBER OF OFF-STREET PARKING SPACES
42 ☐ Other—Specify _____		49 ☐ Private (well, cistern)	57 Enclosed _____
H. PRINCIPAL TYPE OF HEATING FUEL		K. TYPE OF MECHANICAL	58 Outdoors _____
43 ☒ Gas		52 Will there be central air conditioning?	N.
44 ☐ Oil		☐ Yes ☒ No	59 Number of Bedrooms _____ 1
45 ☐ Electricity		53 Will there be an elevator?	60 Number of bathrooms { Full _____ Partial _____ 1
46 ☐ Coal		☐ Yes ☒ No	
47 ☐ Other—Specify _____			

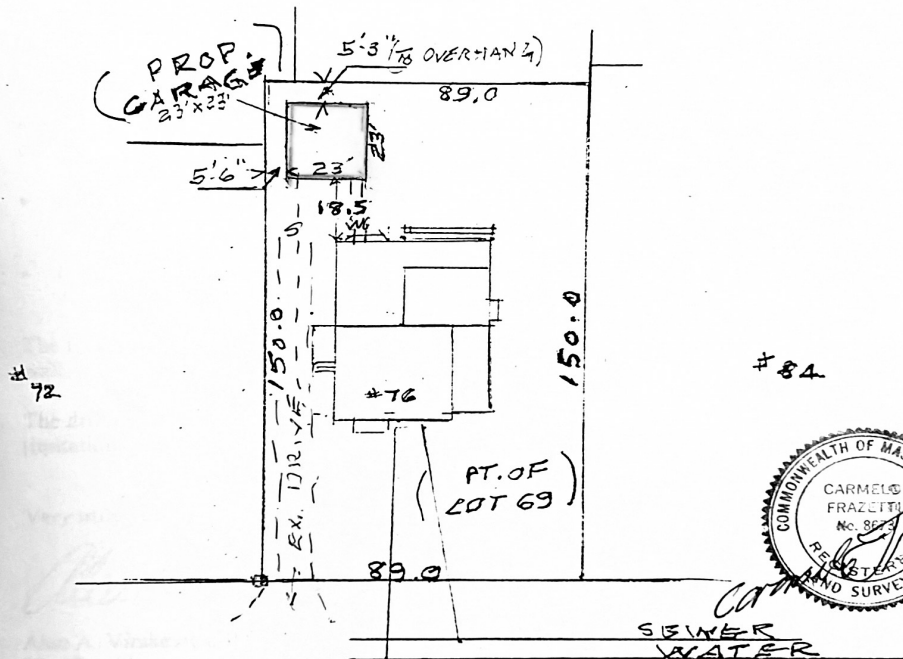
EXHIBIT C
Building Permit 22187 - Plot Plan

TOWN OF NEEDHAM, MASSACHUSETTS

Building Inspection Department

Building Permit No. 22187 At No. 76 FAIR OAKS PARK
Lot Area 13350 SF Zoning District "B"
Owner KEVIN DANEHY Builder _____

PLOT PLAN
40' Scale



FAIR OAKS PARK

Note: Plot Plans shall be drawn in accordance with Sections 7.2.1 and 7.2.2 of the Zoning By-Laws for the Town of Needham. All plot plans shall show existing structures and public utilities, including water mains, sewers, drains, gaslines, etc.; driveways, Flood Plain and Wetland Areas, lot dimensions, dimensions of proposed structures, sideline offsets and setback distances, (allowing for overhangs) and elevation of top of foundations and garage floor. For new construction, elevation of lot corners at street line and existing and approved street grades shall be shown for grading along lot line bordering streetline. For pool permits, plot plans shall also show fence surrounding pool with a gate, proposed pool and any accessory structures, offsets from all structures and property lines, existing elevations at nearest house corners and pool corners, nearest storm drain catch basin (if any) and, sewage disposal system location in unsewered area.

(*Accessory structures may require a separate building permit - See Building Code)

I hereby certify that the information provided on this plan is accurately shown and correct as indicated.

The above is subscribed to and executed by me this 22nd day of OCT. 1998

Name Carmelo Frazzetti Registered Land Surveyor No. 8673

Address 45 STONYLAND ST. City NEEDHAM State MA Zip 04192 Tel. No. 444-0963

Approved [Signature] Director of Public Works Date 11/2/98

Approved [Signature] Building Inspector Date 10-30-98

Bldg.



Copy
11/2/98

EXHIBIT D
Certificate of Vote



Theodora K. Eaton, MMC
Town Clerk

TOWN OF NEEDHAM

Office of the Town Clerk

1471 Highland Avenue, Needham, MA 02492-0909

Telephone (781) 455-7500 x216

Fax (781) 449-1246

Email: Teaton@needhamma.gov

AT THE ANNUAL TOWN MEETING

HELD ON WEDNESDAY, MAY 3, 2023

UNDER ARTICLE 20

VOTED: That the Town will vote to amend the Needham Zoning By-Law as follows:

- (1) Amend Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1 Table of Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, and General Residence Districts, for Buildings and Structures on Lots Created by Deed or Plan Endorsed or Recorded Prior to January 9, 1986 and Not Including New Construction, footnote (e) by revising footnote (e) to now read as follows:

“(e) The minimum side yard setback is 14 feet as measured parallel to the side lot line, and a maximum of 32 linear feet of structure may be built at or farther back from 14 feet, provided that any additional length of structure in the side yard in excess of 32 linear feet must be offset an additional 2 feet. Notwithstanding the above, the minimum side yard setback requirement for all buildings and structures on any lot that contains less than 80 feet of frontage shall be 12 feet as measured parallel to the side lot line, and a maximum of 32 linear feet of structure may be built at or farther back from 12 feet, provided that any additional length of structure in excess of 32 linear feet must be offset an additional 2 feet. In no case shall a side wall extension extend more than 32 linear feet without a 2-foot offset, regardless of an increased side setback.”

- (2) Amend Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.2 Table of Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, and General Residence Districts, for Buildings and Structures, on Lots Created by Deed or Plan, Endorsed or Recorded on or After January 9, 1986 and Not Including New Construction, footnote (a) by revising footnote (a) to now read as follows:

“(a) The minimum side yard setback is 14 feet as measured parallel to the side lot line, and a maximum of 32 linear feet of structure may be built at or farther back from 14 feet, provided that any additional length of structure in the side yard in excess of 32 linear feet must be

offset an additional 2 feet. Notwithstanding the above, the minimum side yard setback requirement for all buildings and structures on any lot that contains less than 80 feet of frontage shall be 12 feet as measured parallel to the side lot line, and a maximum of 32 linear feet of structure may be built at or farther back from 12 feet, provided that any additional length of structure in excess of 32 linear feet must be offset an additional 2 feet. In no case shall a side wall extension extend more than 32 linear feet without a 2-foot offset, regardless of an increased side setback.”

- (3) Amend Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.3 Table of Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, and General Residence Districts, for Buildings and Structures Created Through New Construction on any Lot, footnote (a) by revising footnote (a) to now read as follows:

“ (a) The minimum side yard setback is 14 feet as measured parallel to the side lot line, and a maximum of 32 linear feet of structure may be built at or farther back from 14 feet, provided that any additional length of structure in the side yard in excess of 32 linear feet must be offset an additional 2 feet. Notwithstanding the above, the minimum side yard setback requirement for all buildings and structures on any lot that contains less than 80 feet of frontage shall be 12 feet as measured parallel to the side lot line, and a maximum of 32 linear feet of structure may be built at or farther back from 12 feet, provided that any additional length of structure in excess of 32 linear feet must be offset an additional 2 feet. In no case shall a side wall extension extend more than 32 linear feet without a 2-foot offset, regardless of an increased side setback.”

UNANIMOUS VOTE

A true copy
ATTEST:


Theodora K. Eaton, MMC, Town Clerk

TOWN OF NEEDHAM, MASSACHUSETTS

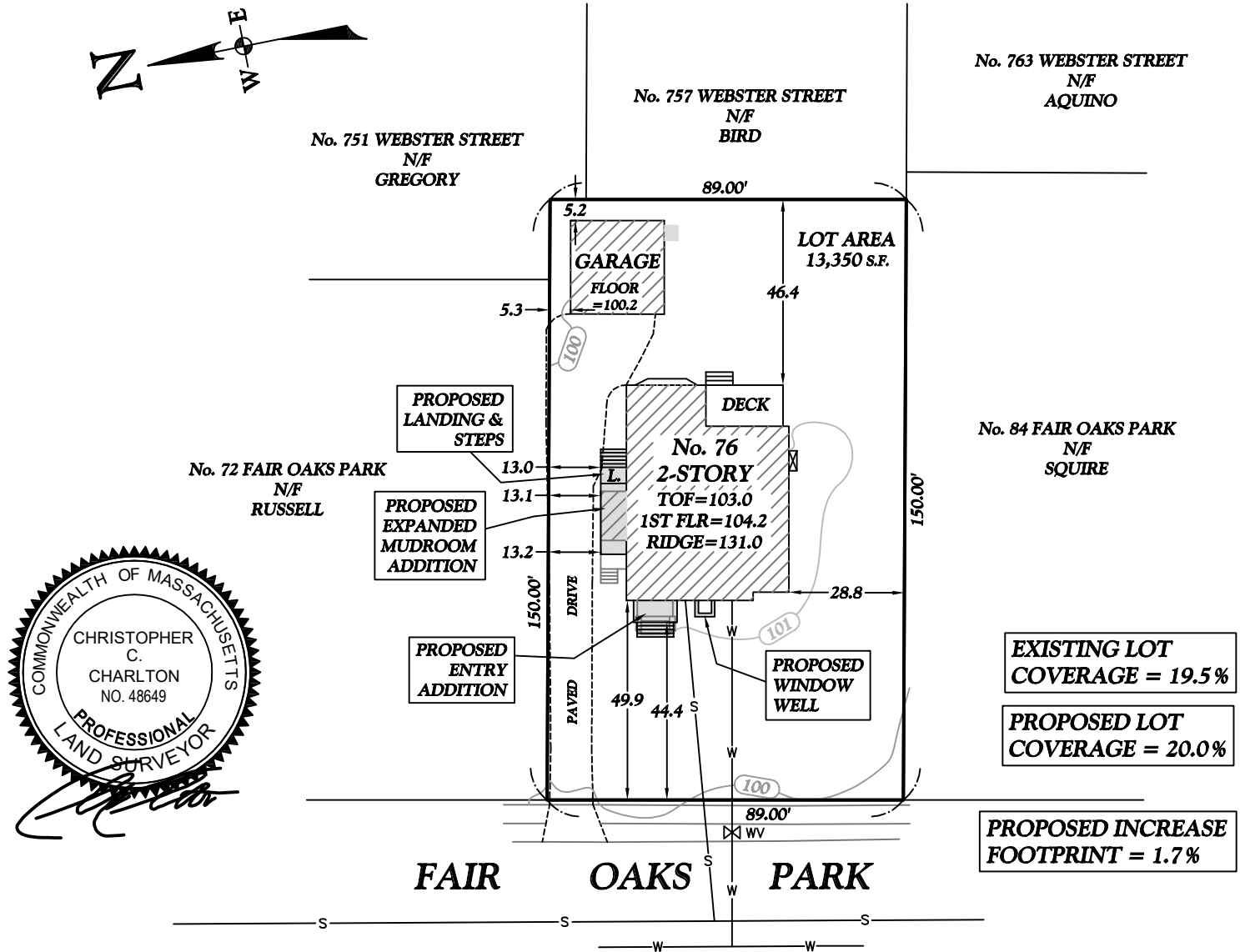
Building Inspection Department

Building Permit Number: _____
Lot Area: **13,350 S.F.**
Owner: **Geoffrey R. & Kate P. McDavitt Urquhart**

Assessor's Map & Parcel Number: **MAP NO. 49, PARCEL 79**
Zoning District: **SR-B**
Address: **No. 76 FAIR OAKS PARK**
Builder: _____

PROPOSED ADDITIONS PLOT PLAN

40' Scale



Note: Plot Plans shall be drawn in accordance with Sections 7.2.1 and 7.2.2 of the Zoning By-Laws for the town of Needham. All plot plans shall show existing structures and public & private utilities, including water mains, sewers, drains, gaslines, etc.; driveways, septic systems, wells, Flood Plain and Wetland Areas, lot dimensions, lot size, dimensions of proposed structures, sideline, front and rear offsets and setback distances, (measured to the face of structure) and elevation of top of foundations and garage floor. For new construction, lot coverage, building height calculations proposed grading and drainage of recharge structures. For pool permits, plot plans shall also show fence surrounding pool with a gate, proposed pool and any accessory structures*, offsets from all structures and property lines, existing elevations at nearest house corners and pool corners, nearest storm drain catch basin (if any) and, sewage disposal system location in areas with no public sewer.

(*Accessory structures may require a separate building permit — See Building Code)

I hereby certify that the information provided on this plan is accurately shown and correct as indicated.
The above is subscribed to and executed by me this 18th day of DECEMBER 20 24.
Name CHRISTOPHER C. CHARLTON Registered Land Surveyor No. 48649 License Expiration Date 06/30/2026
Address 105 BEAVER STREET City FRANKLIN State MA Zip 02038 Tel. No. (508) 528-2528
Approved _____ Director of Public Works Date _____
Approved _____ Building Inspector Date _____

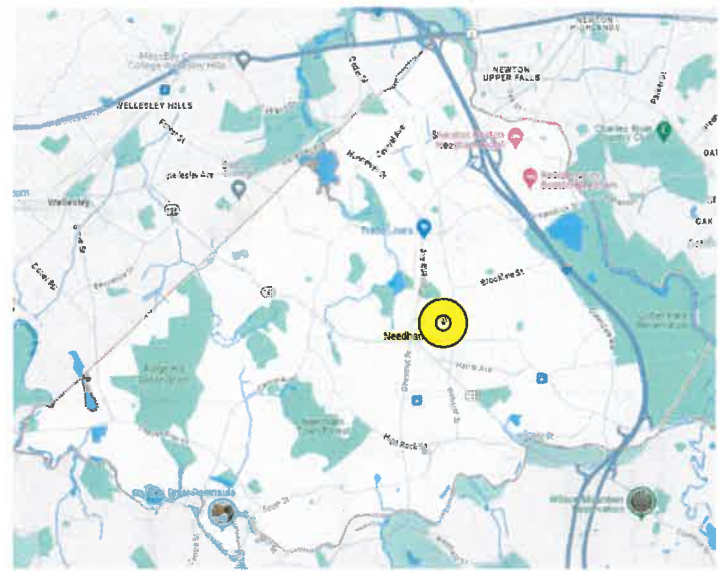
SHEET LIST

GENERAL	
000	COVER SHEET
EXISTING	
EX100	EXISTING FLOOR PLANS
EX200	EXISTING EXTERIOR ELEVATIONS
EX300	EXISTING BUILDING SECTIONS
DEMOLITION	
D100	DEMOLITION PLANS
ARCHITECTURE	
A100	BASEMENT FLOOR PLAN
A101	GROUND FLOOR PLAN
A102	SECOND FLOOR PLAN
A103	ATTIC FLOOR PLAN
A104	ROOF PLAN
A105	GARAGE FLOOR PLANS
A110	BASEMENT REFLECTED CEILING PLAN
A111	GROUND FLOOR REFLECTED CEILING PLAN
A112	SECOND FLOOR REFLECTED CEILING PLAN
A113	ATTIC REFLECTED CEILING PLAN
A200	EXTERIOR ELEVATIONS
A201	EXTERIOR ELEVATIONS
A202	GARAGE EXTERIOR ELEVATIONS
A300	BUILDING SECTIONS & TYPICAL WALL SECTION
A301	BUILDING SECTIONS & DETAILS
A600	VERTICAL CIRCULATION
STRUCTURAL	
S-1	STRUCTURAL DRAWINGS
S-2	STRUCTURAL DRAWINGS
S-3	STRUCTURAL DRAWINGS
S-4	STRUCTURAL DRAWINGS

COVER IMAGE



GENERAL NOTES



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ARCHITECTURE
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617.270.5207

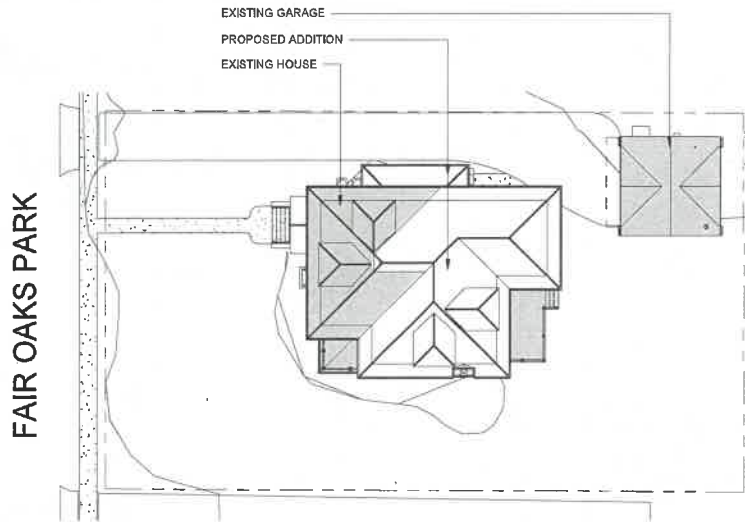


Urquhart Residence

76 Fair Oaks Park, Needham, MA 02492
NO: 2402

ARCHITECTURAL SITE PLAN

SEE PLOT PLAN FOR ZONING COMPLIANCE



DESIGN TEAM

ARCHITECT:
HINTERSPACE ARCHITECTURE PLLC
34 PINE STREET
NATICK, MA 01760
617.270.5207

STRUCTURAL ENGINEER:
DESIGN BY SAMI LLC
81 OCEANSIDE DRIVE
SCITUATE, MA 02066
617.460.1041

PROJECT DESCRIPTION

THE PROJECT IS THE RENOVATION AND ADDITION TO A WOOD-FRAMED SINGLE-FAMILY RESIDENCE. WORK INCLUDES: DEMOLITION OF INTERIOR & EXTERIOR FINISHES, REPLACEMENT OF WINDOWS, EXPANSION OF THE FOUNDATION AND SECOND FLOOR, AND ELECTRICAL, PLUMBING & HVAC WORK.

CODE

BUILDING CODE: MASSACHUSETTS CMR 780 10TH EDITION
ENERGY CODE COMPLIANCE: SEE ATTACHED HERS RATING
ZONING: ZONING BY-LAW OF THE TOWN OF NEEDHAM PUBLISHED JUNE 2024

ABBREVIATIONS

ACT	Acoustical Tile
ADJ	Adjacent
AFF	Above Finished Floor
CLG HT	Ceiling Height
COL	Column
CONC	Concrete
CLG	Ceiling
DIA	Diameter
DWG	Drawing
ELEV	Elevation
EXIST	Existing
GWB	Gypsum (GYP) Wall Board
NIC	Not in Contract
NO	Number
NTS	Not to Scale
OC	On Center
PLAM	Plastic Laminate
TOS	Top of Steel
TYP	Typical
UON	Unless Otherwise Noted
VERT	Vertical
VCT	Vinyl Composite Tile
VWC	Vinyl Wall Covering
VB	Vinyl Base
VIF	Verify in Field
WC	Water Closet
WRB	Weather Resistant Barrier

SYMBOLS

	SECTION		DOOR TAG
	INTERIOR ELEVATION		ROOM TAG
	DETAIL		WALL TYPE TAG
	BUILDING ELEVATION		WINDOW TAG
	GRID LINE		REVISION
	ELEVATION		

GENERAL NOTES

- THESE DOCUMENTS HAVE BEEN COMPILED WITH THE BEST AVAILABLE INFORMATION AND ARE NOT INTENDED TO LIMIT THE SCOPE OF WORK. THE CONTRACTOR MAY ENCOUNTER HIDDEN OR COVERED CONDITIONS NOT INDICATED IN THE DOCUMENTS, REQUIRING ADDITIONAL WORK FOR THE COMPLETION OF THIS CONTRACT.
- THE CONTRACTOR SHALL INSPECT THE SITE PRIOR TO BIDDING AND VERIFY ALL CONDITIONS, DIMENSIONS, AND OTHER INFORMATION HEREIN SUPPLIED.
- THE GENERAL CONTRACTOR SHALL NOTIFY THE ARCHITECT OF ANY UNEXPECTED FIELD CONDITIONS OR DISCREPANCIES PRIOR TO THE COMMENCEMENT OF WORK.
- THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING AND DISTRIBUTING DRAWINGS CONSIDERED TO BE CURRENT, UPDATED AND COORDINATED FOR CONSTRUCTION, INCLUDING STRUCTURAL, MECHANICAL, ELECTRICAL AND PLUMBING DRAWINGS.
- ALL DIMENSIONS AND LAYOUTS SHALL BE FIELD COORDINATED BY THE CONTRACTOR WITH THE ARCHITECTURAL, STRUCTURAL, MECHANICAL, PLUMBING AND ELECTRICAL DRAWINGS.
- THE DRAWINGS SHALL NOT BE SCALED TO OBTAIN NECESSARY DIMENSIONS.
- THE CONTRACTOR SHALL REPORT ANY INCONSISTENCIES TO THE ARCHITECT BEFORE PROCEEDING WITH THE WORK.
- THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR AND SHALL RESOLVE AT NO COST TO THE OWNER AND TO THE SATISFACTION OF THE ARCHITECT, ANY AND ALL CONFLICTS BETWEEN THE WORK OF THE VARIOUS TRADES ARISING FROM ERRORS IN COORDINATION BETWEEN TRADES OR WITH EXISTING CONDITIONS HIDDEN OR OTHERWISE.

ISSUANCE:

CONSTRUCTION

DATE: 01/12/2025

REV DESCRIPTION DATE

COVER SHEET

000



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ARCHITECTURE
HINTERSPACE.COM
617.270.5207



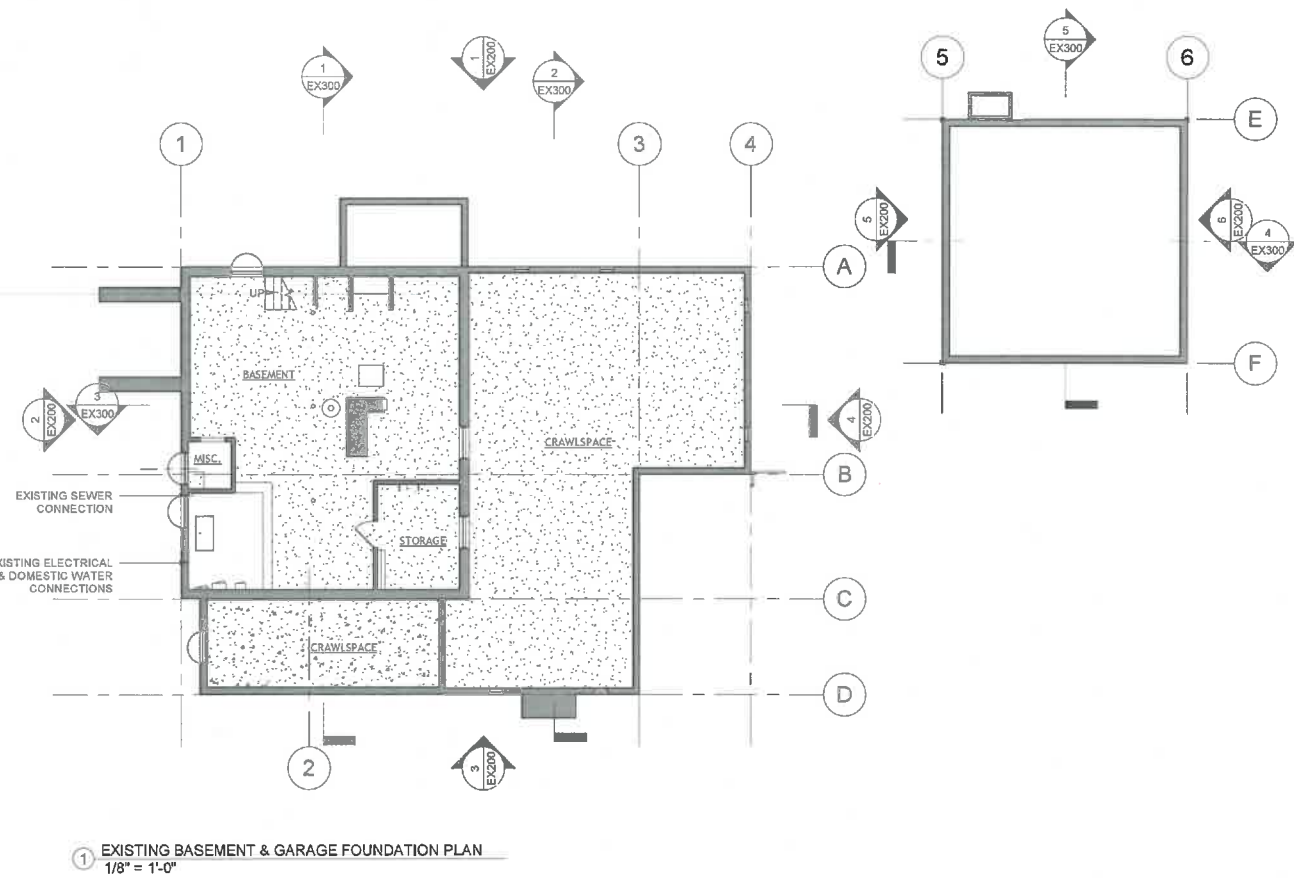
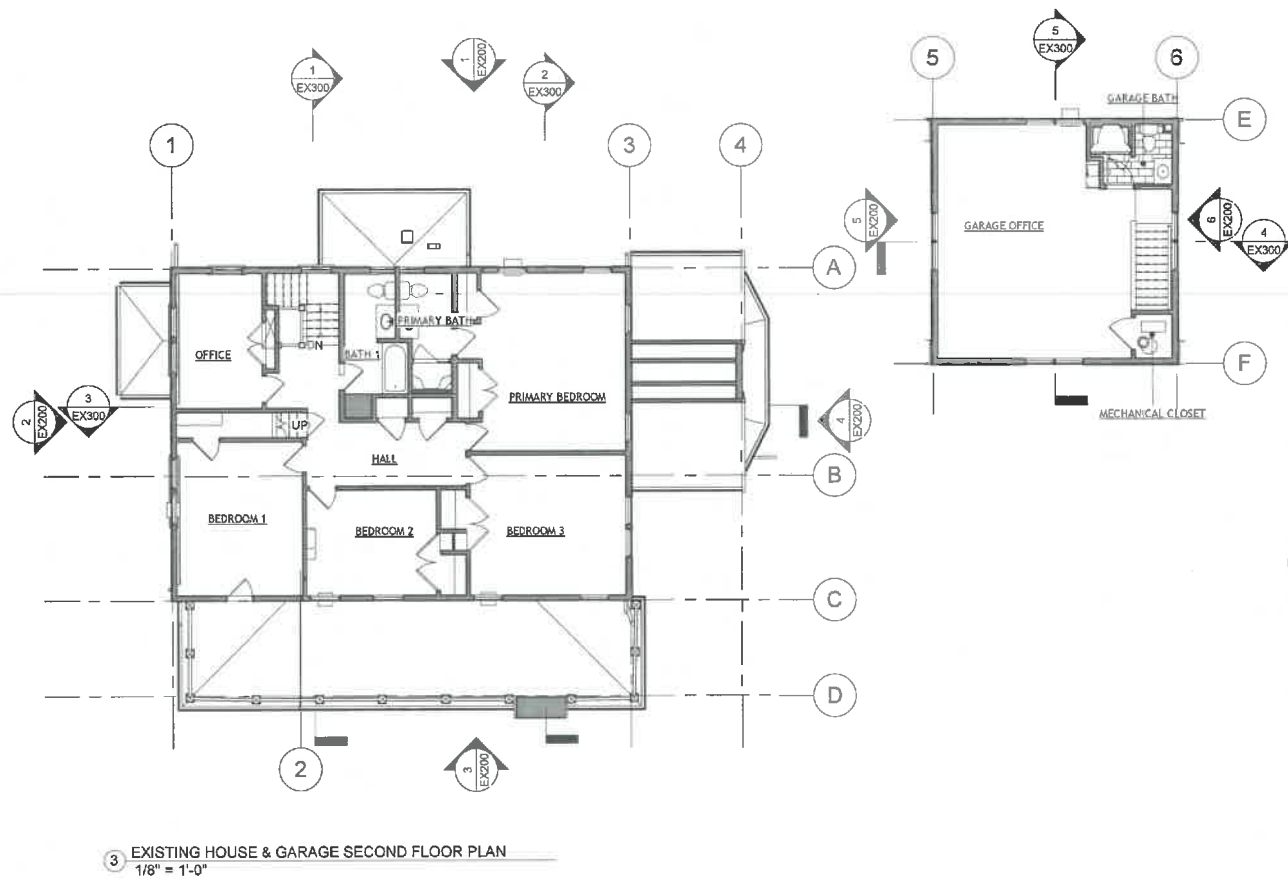
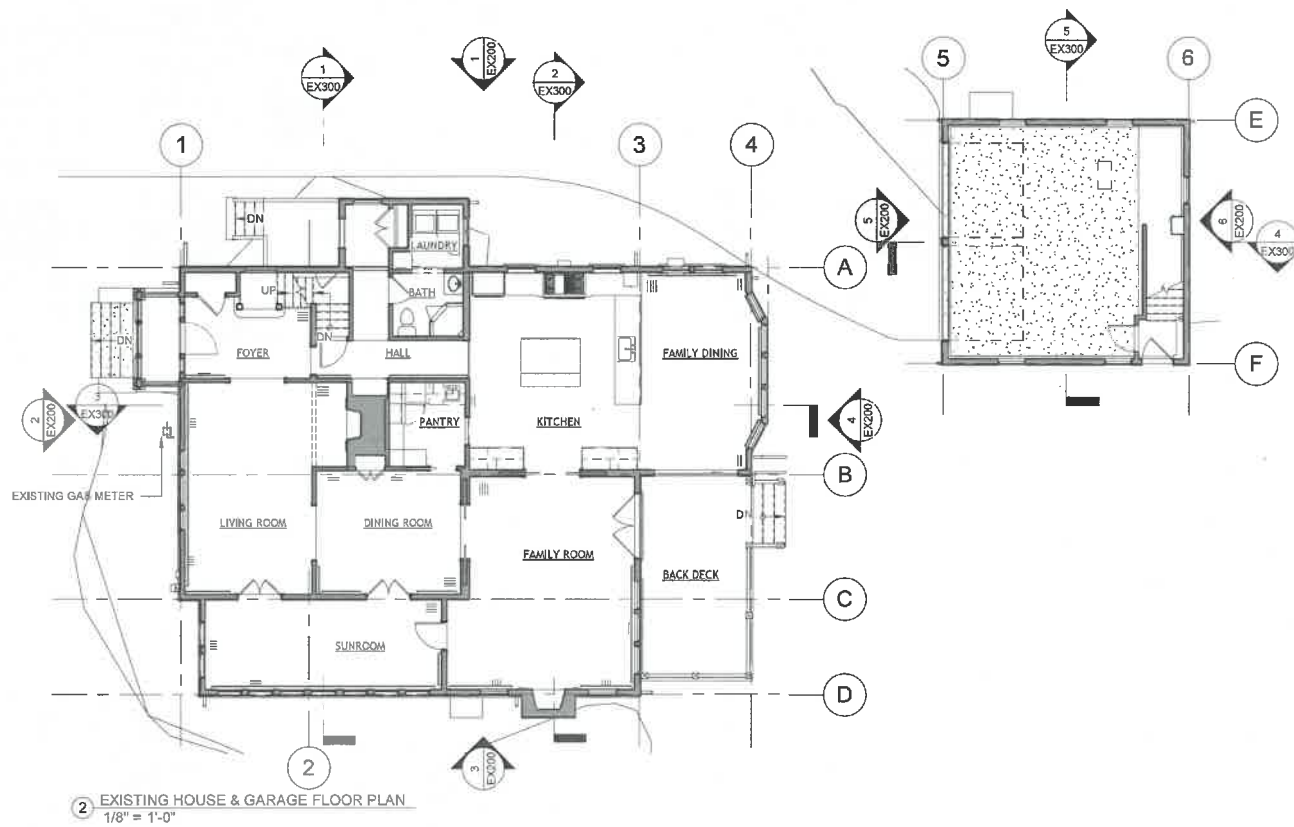
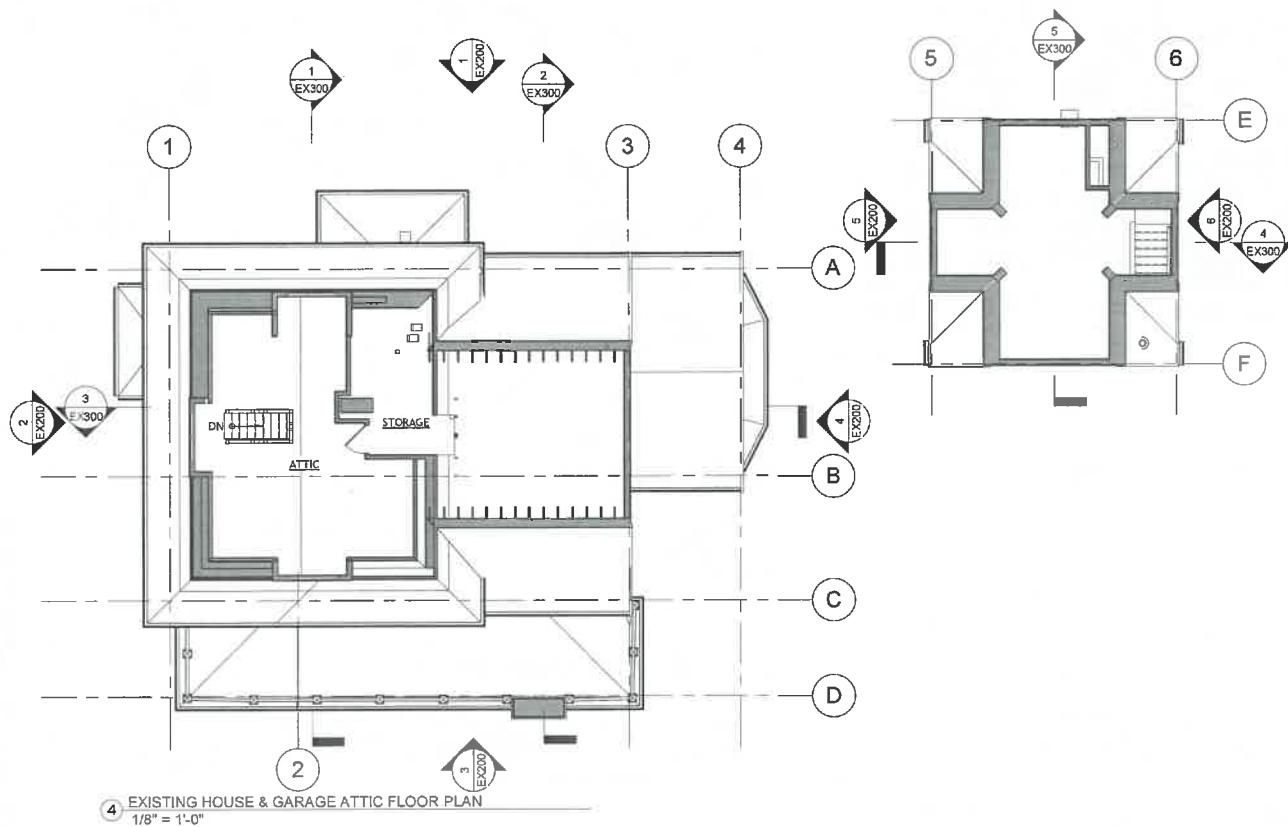
Urquhart Residence
76 Fair Oaks Park, Needham, MA 02492
NO: 2402



ISSUANCE:
CONSTRUCTION
DATE: 01/12/2025
REV DESCRIPTION DATE

EXISTING FLOOR
PLANS

EX100





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ARCHITECTURE

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Urquhart Residence

76 Fair Oaks Park, Needham, MA 02492

NO: 2402

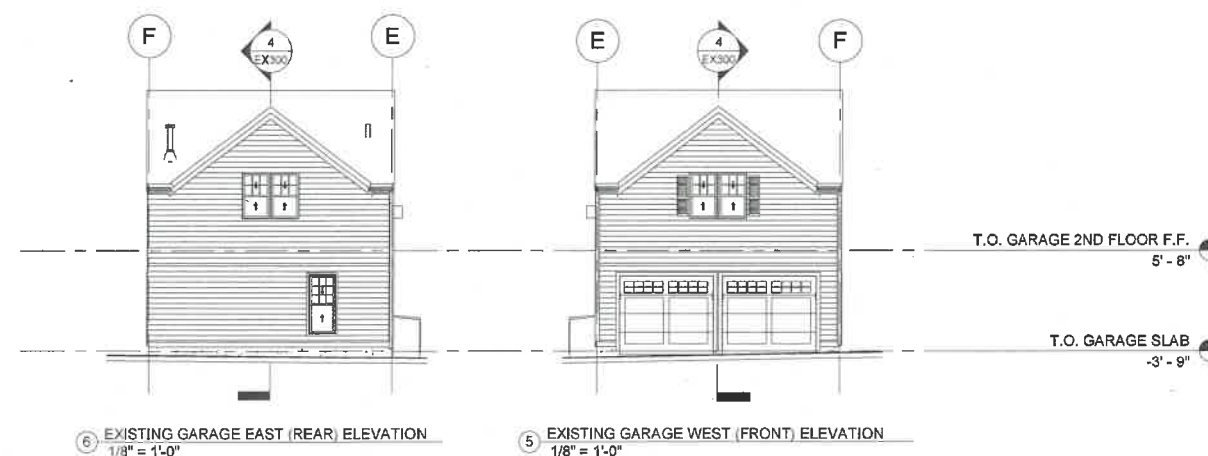
ISSUANCE:
CONSTRUCTION

DATE: 01/12/2025

REV	DESCRIPTION	DATE
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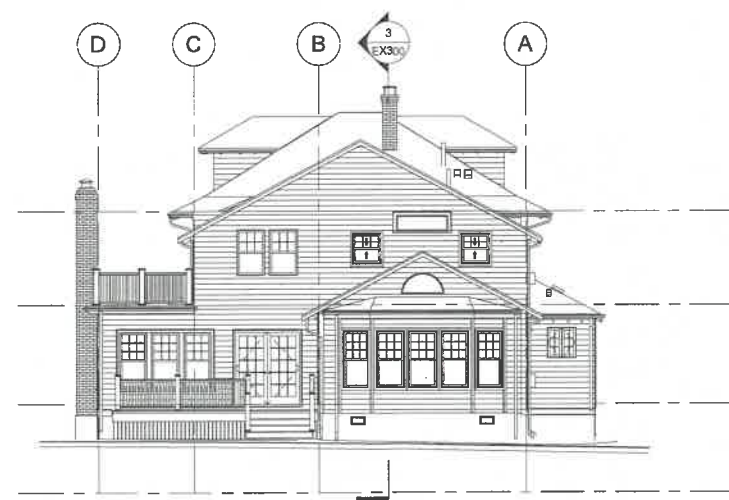
EXISTING EXTERIOR
ELEVATIONS

EX200

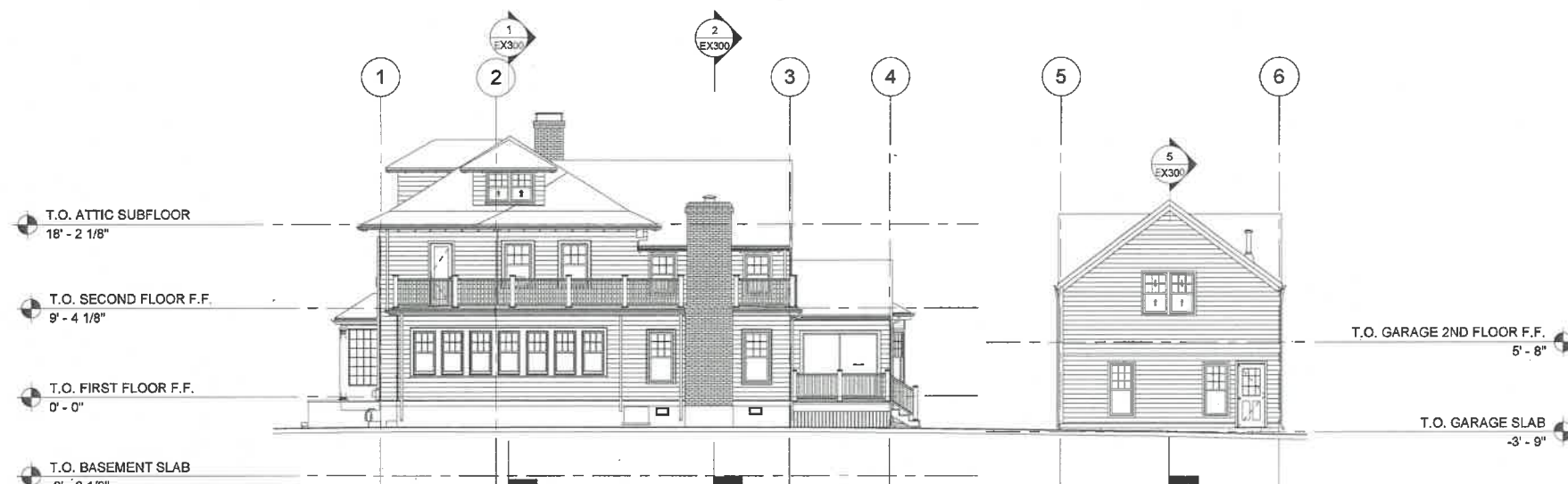


6 EXISTING GARAGE EAST (REAR) ELEVATION
1/8" = 1'-0"

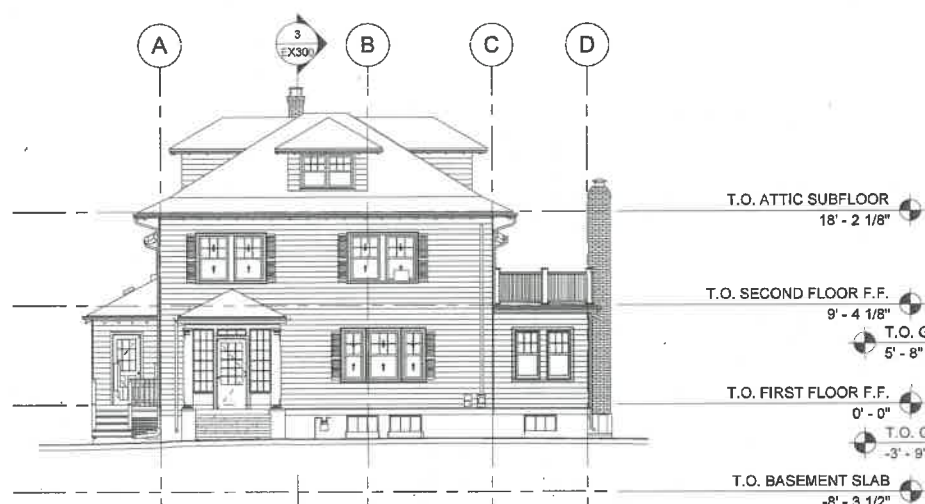
5 EXISTING GARAGE WEST (FRONT) ELEVATION
1/8" = 1'-0"



4 EXISTING HOUSE EAST (REAR) ELEVATION
1/8" = 1'-0"



3 EXISTING HOUSE & GARAGE SOUTH ELEVATIONS
1/8" = 1'-0"

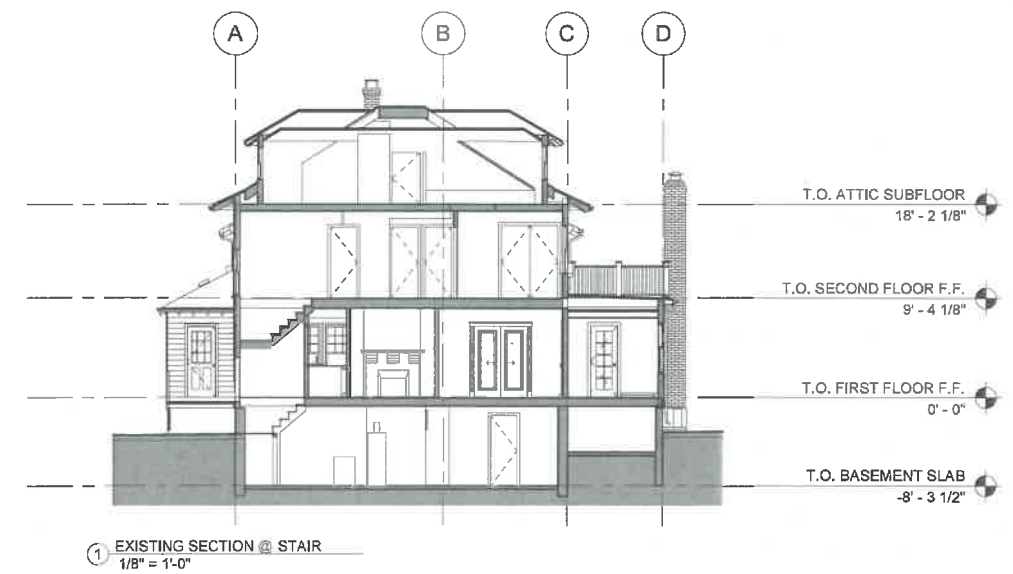
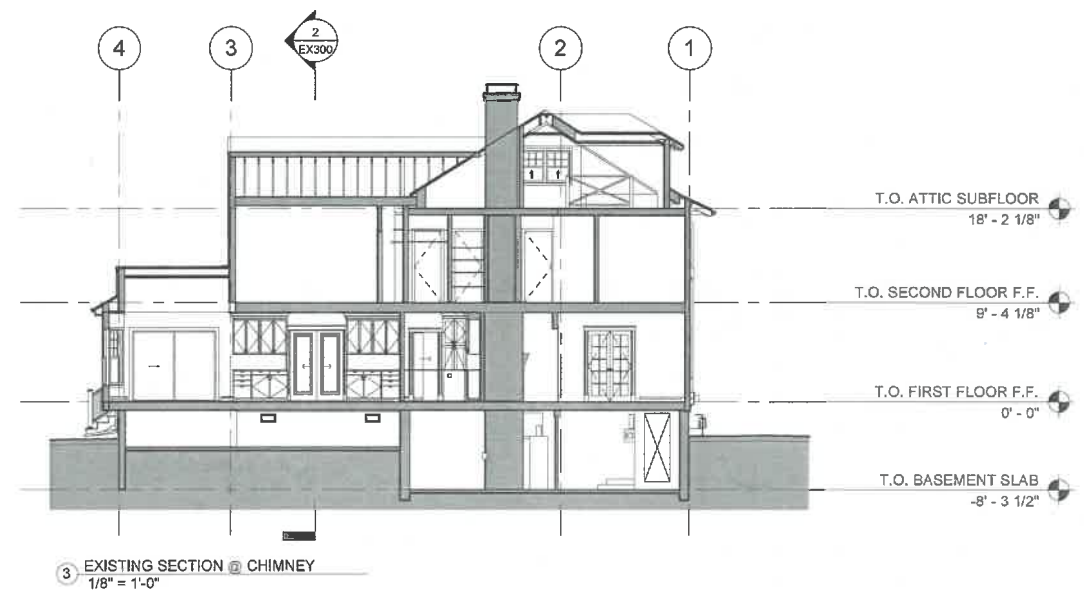
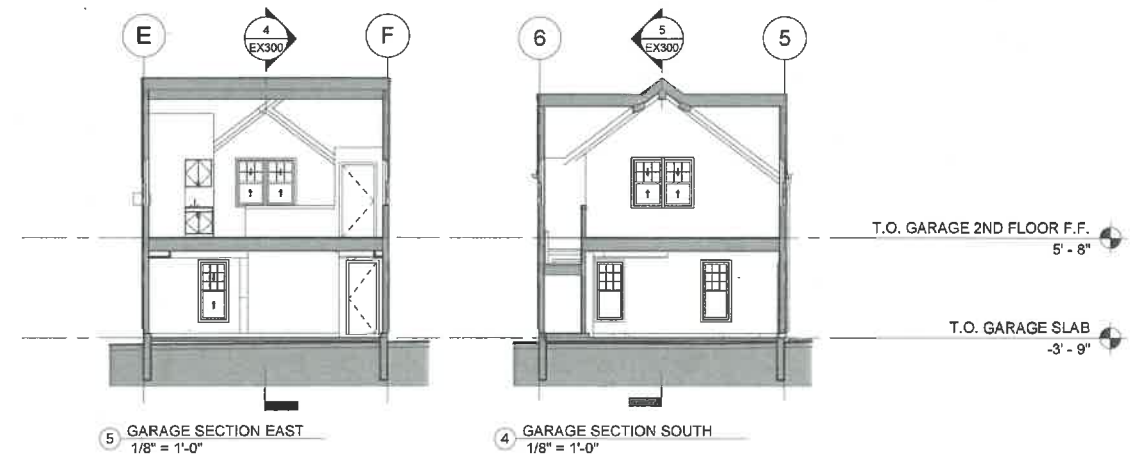
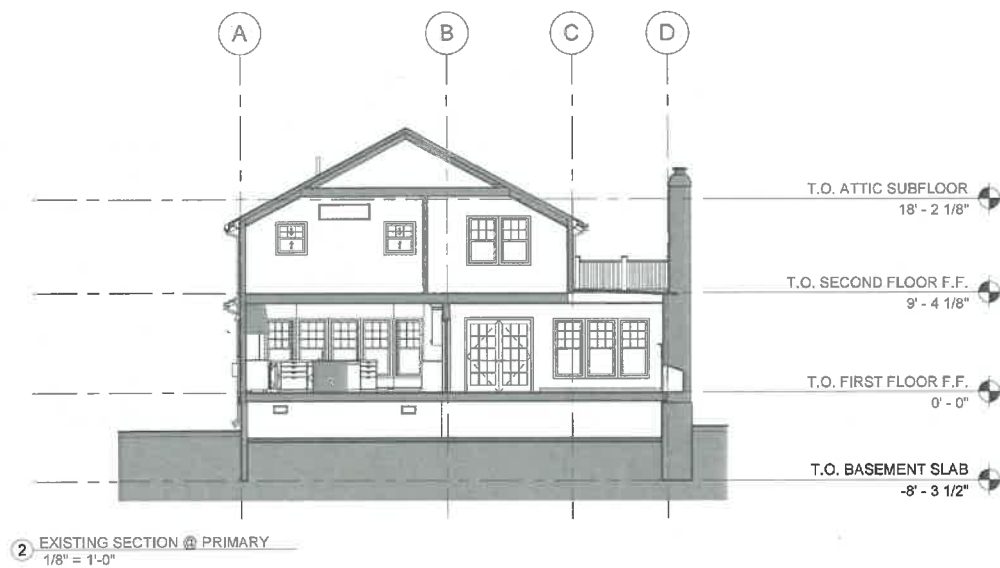


2 EXISTING HOUSE WEST (FRONT) ELEVATION
1/8" = 1'-0"



1 EXISTING HOUSE & GARAGE NORTH ELEVATIONS
1/8" = 1'-0"

01/13/25 09:32:12



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Urquhart Residence
76 Fair Oaks Park, Needham, MA 02492
NO: 2402

ISSUANCE:	CONSTRUCTION
DATE:	01/12/2025
REV	DESCRIPTION
	DATE

EXISTING BUILDING
SECTIONS

EX300

GENERAL DEMOLITION NOTES

1. CONSULT WITH STRUCTURAL ENGINEER BEFORE REMOVING ANY PARTITIONS THAT APPEAR TO BE LOAD-BEARING.
2. REMOVE ALL EXISTING INTERIOR FINISHES UNLESS NOTED OTHERWISE.
3. REMOVE ALL EXISTING ELECTRICAL FIXTURES & ROUGH WIRING - RETAIN ELECTRIC METER FOR USE DURING PROJECT.
4. REMOVE EXISTING WINDOWS AS SHOWN - EXTERIOR WINDOW CASINGS ARE TO REMAIN
5. COMPLETELY REMOVE EXISTING HVAC SYSTEM.
6. COMPLETELY REMOVE EXISTING PLUMBING SYSTEM.

LEGEND

- EXISTING SURFACES TO REMAIN
- EXISTING ITEMS TO REMAIN (CUT IN SECTION)
- EXISTING TO BE REMOVED



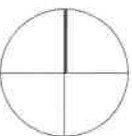
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Urquhart Residence

76 Fair Oaks Park, Needham, MA 02492
NO: 2402



ISSUANCE:

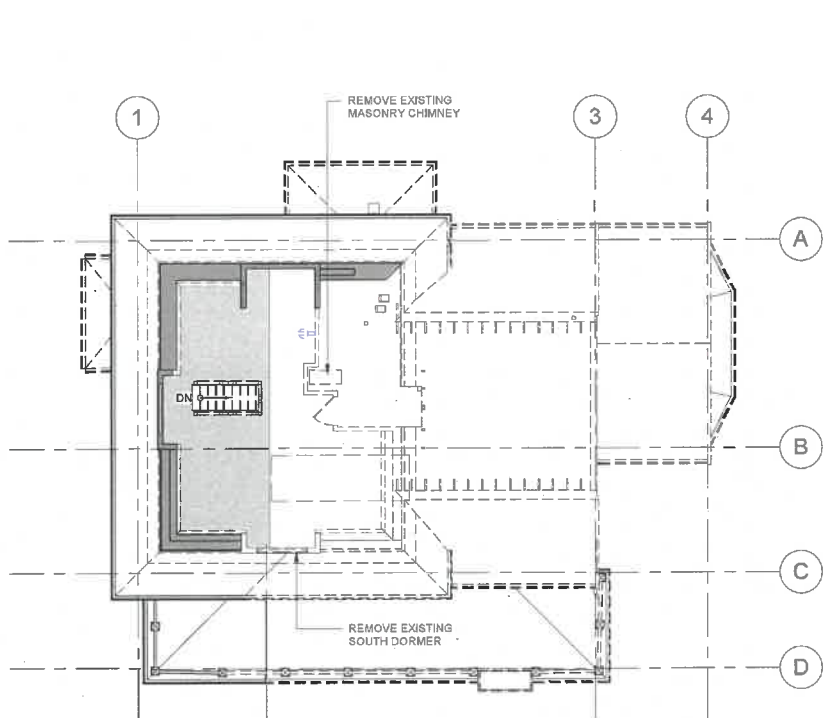
CONSTRUCTION

DATE: 01/12/2025

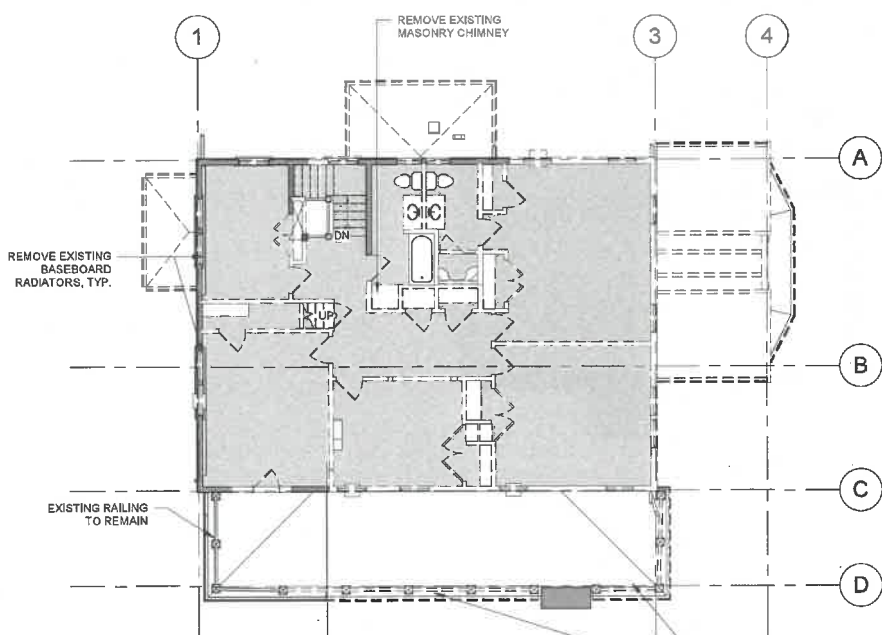
REV DESCRIPTION DATE

DEMOLITION PLANS

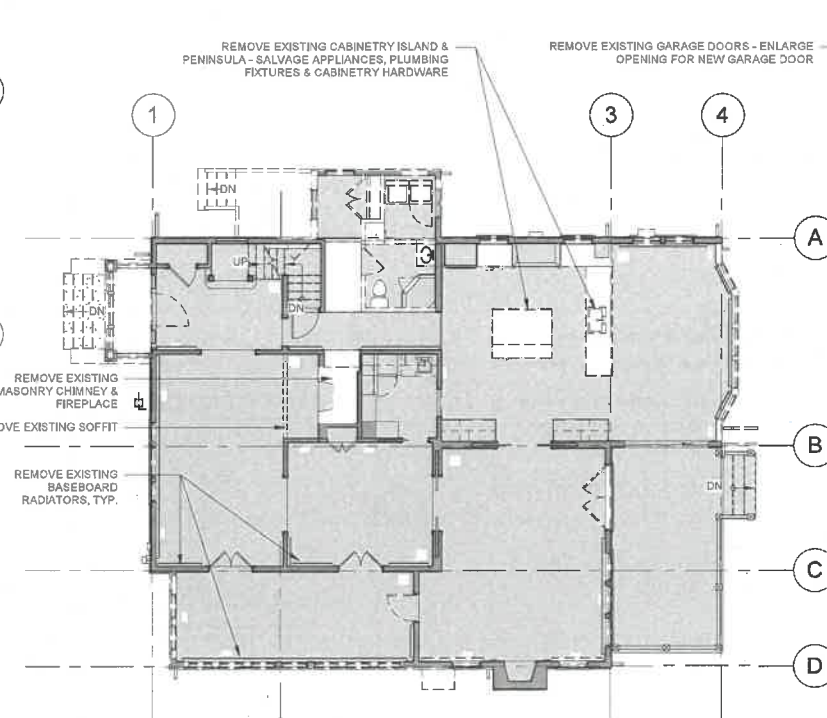
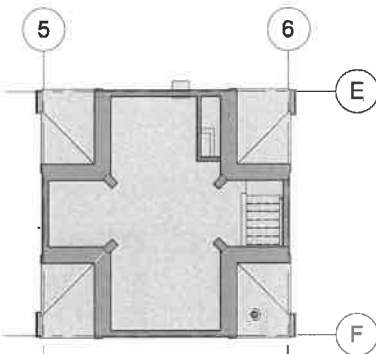
D100



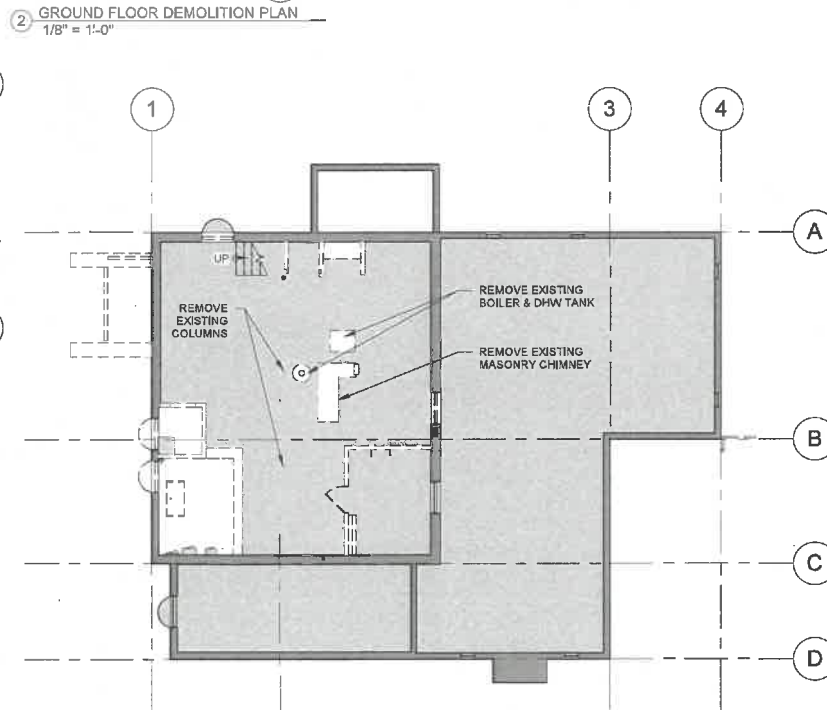
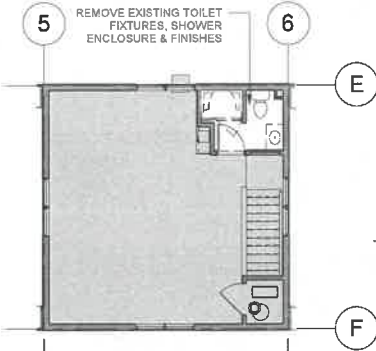
4 ATTIC DEMOLITION PLAN
1/8" = 1'-0"



3 SECOND FLOOR DEMOLITION PLAN
1/8" = 1'-0"



2 GROUND FLOOR DEMOLITION PLAN
1/8" = 1'-0"



1 BASEMENT DEMOLITION PLAN
1/8" = 1'-0"

ROOM FINISH SCHEDULE

NUMBER	NAME	APPROX. AREA	FLOOR	BASE	FINISH WALL	CEILING	NOTES
000	PLAY AREA	254 SF	CARPET - TBD	WOOD - PAINTED	GWB - PAINTED	GWB - PAINTED	
001	TV AREA	236 SF	CARPET - TBD	WOOD - PAINTED	GWB - PAINTED	GWB - PAINTED	
002	HVAC	77 SF	CONCRETE	N/A	GWB - PAINTED	GWB - PAINTED	
003	STORAGE	88 SF	CARPET - TBD	WOOD - PAINTED	GWB - PAINTED	GWB - PAINTED	
004	ELECTRICAL	38 SF	CONCRETE	N/A	PLYWOOD - PAINTED	N/A	
005	AREAWAY	11 SF	GRAVEL	N/A	CONCRETE	N/A	
006	CRAWLSPACE 1	181 SF	N/A	N/A	EXISTING CONCRETE	N/A	
007	CRAWLSPACE 2	813 SF	N/A	N/A	EXISTING CONCRETE	N/A	
009	EXISTING UNEXCAVATED	69 SF	N/A	N/A	EXISTING CONCRETE	N/A	

DOOR SCHEDULE

NUMBER	FROM ROOM	TO ROOM	WIDTH	HEIGHT	THICKNESS	NOTES
002A	TV AREA	HVAC	2' - 6"	6' - 6"	1 3/4"	
003A	STORAGE	PLAY AREA	2' - 10"	6' - 5"	1 1/2"	
004A	ELECTRICAL	PLAY AREA	2' - 10"	6' - 5"	1 1/2"	

DOOR NOTES

- SEE DOOR SCHEDULE FOR DOOR SIZES
- NEW INTERIOR DOOR LEAFS TO BE SOLID CORE WITH A LEAF STYLE TO MATCH EXISTING
- NEW INTERIOR DOOR HARDWARE TO MATCH EXISTING CRYSTAL KNOBS & BRASS HARDWARE
- NEW POCKET DOOR HARDWARE: ACCURATE LOCK & HARDWARE S161.PA,US3,238,134.SD

HVAC NOTES

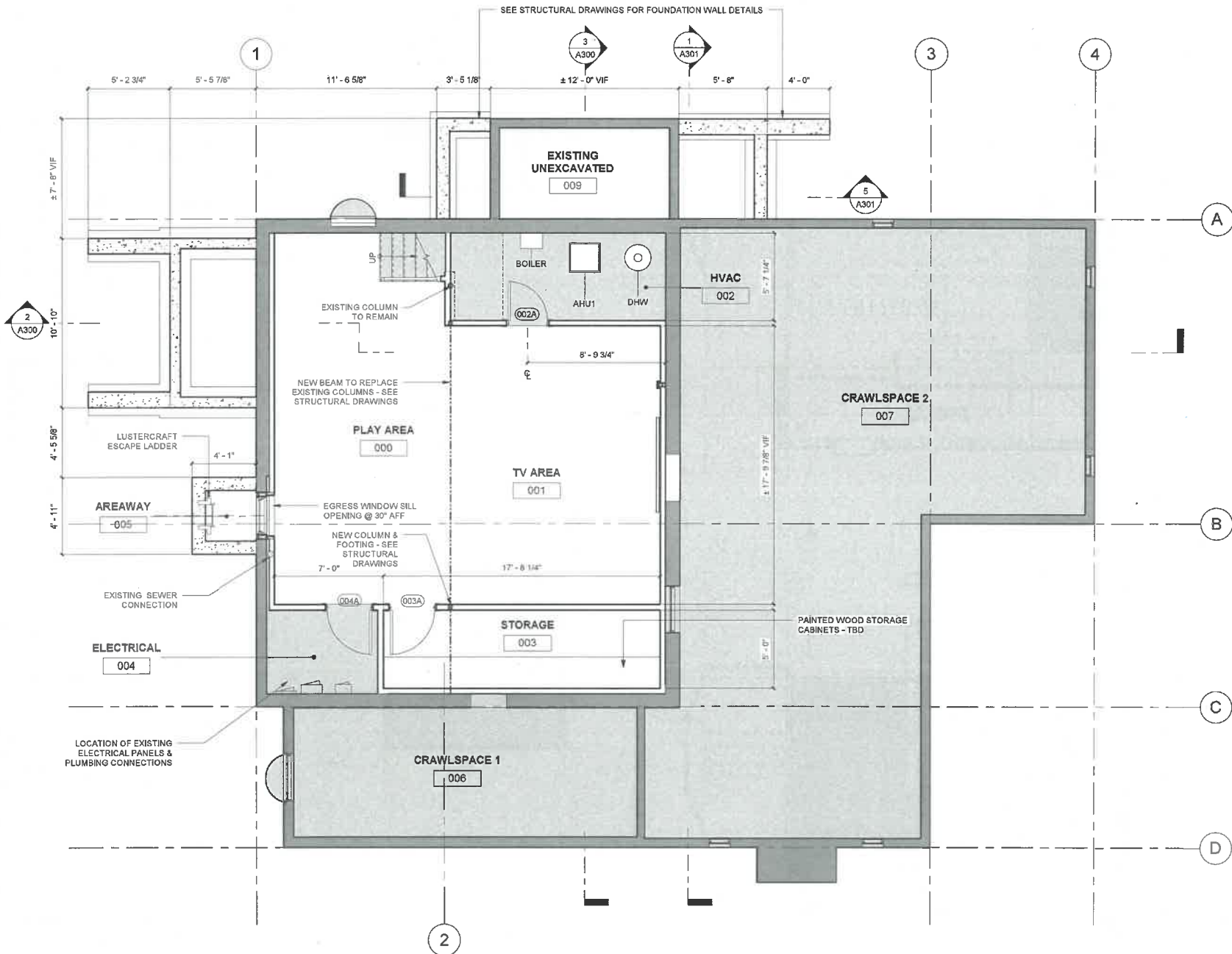
- PROVIDE DESIGN-BUILD SERVICES FOR A HYDRO-AIR HEATING & COOLING SYSTEM USING NATURAL GAS FUEL FOR HEATING WITH INSULATED DUCTWORK.
- AIR-HANDLER 1 (AHU 1) TO BE LOCATED IN BASEMENT HVAC SPACE TO SERVE BASEMENT & GROUND FLOOR SPACES WITH THE EXCEPTION OF THE FAMILY ROOM
- A. EXISTING FAMILY ROOM TO RETAIN THE EXISTING MINI-SPLIT SYSTEM
- AIR-HANDLER 2 (AHU 2) TO BE LOCATED IN ATTIC HVAC SPACE 302 TO SERVE PRIMARY SUITE, LAUNDRY ROOM, BATH 2, ATTIC STORAGE, EXERCISE ROOM & ATTIC OFFICE.
- AIR-HANDLER 3 (AHU 3) TO BE LOCATED IN ATTIC HVAC SPACE 304 TO SERVE HALL 200, CAROLINE'S ROOM, MAE'S ROOM, ELLIE'S ROOM, BATH 1 & OFFICE 201
- FLOOR GRILLES TO BE STAINED WOOD TO MATCH HARDWOOD FLOORS
- CEILING & WALL GRILLES TO BE PAINTED METAL

GENERAL FLOOR PLAN NOTES

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- EXTERIOR DIMENSIONS ARE TO FACE OF FRAMING AND CENTERLINE OF OPENINGS OR AS NOTED.
- INTERIOR DIMENSIONS ARE TO FINISH FACE OF WALL BOARD FINISH, FINISH EDGE, FINISH OPENING, CENTERLINE OF OPENING AND CENTERLINE OF FIXTURES OR AS NOTED.
- PROVIDE ROUGH OPENINGS PER WINDOW AND DOOR MANUFACTURER RECOMMENDATIONS UNLESS NOTED OR DETAILED OTHERWISE.
- SEE ROOF PLAN FOR ROOF INFORMATION.
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- SEE WINDOW SCHEDULE FOR WINDOW INFORMATION.

LEGEND

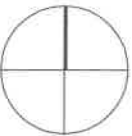
- EXISTING SURFACES TO REMAIN
- EXISTING ITEMS TO REMAIN (CUT IN SECTION)
- PROPOSED NEW CONSTRUCTION



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NO: 2402



ISSUANCE:
CONSTRUCTION
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REV DESCRIPTION DATE

BASEMENT FLOOR
PLAN

A100

ROOM FINISH SCHEDULE

NUMBER	NAME	APPROX. AREA	FLOOR	BASE	WALL	CEILING	NOTES
100	ENTRY	47 SF	TILE - TBD	WOOD - PAINTED	GWB - PAINTED	GWB - PAINTED	
101	FOYER	85 SF	EXISTING HARDWOOD	EXISTING TO REMAIN	EXISTING - NEW PAINT	EXISTING - NEW PAINT	
102	COAT CLOSET	8 SF	EXISTING HARDWOOD	EXISTING TO REMAIN	EXISTING - NEW PAINT	EXISTING - NEW PAINT	
103	LIVING ROOM	255 SF	EXISTING HARDWOOD	EXISTING TO REMAIN	EXISTING - NEW PAINT	EXISTING - NEW PAINT	
104	SUNROOM	189 SF	EXISTING HARDWOOD	EXISTING TO REMAIN	EXISTING - NEW PAINT	EXISTING - NEW PAINT	
105	DINING ROOM	183 SF	EXISTING HARDWOOD	EXISTING TO REMAIN	EXISTING - NEW PAINT	EXISTING - NEW PAINT	
106	FAMILY ROOM	328 SF	EXISTING HARDWOOD	EXISTING TO REMAIN	EXISTING - NEW PAINT	EXISTING - NEW PAINT	
107	HALL	49 SF	HARDWOOD	WOOD - PAINTED	EXISTING - NEW PAINT	EXISTING - NEW PAINT	
108	POWDER	37 SF	TILE - TBD	WOOD - PAINTED	GWB - PAINTED	GWB - PAINTED	
109	MUDROOM	110 SF	TILE - TBD	WOOD - PAINTED	GWB - PAINTED	GWB - PAINTED	
110	KITCHEN	300 SF	EXISTING HARDWOOD	EXISTING TO REMAIN	EXISTING - NEW PAINT	EXISTING - NEW PAINT	
111	PANTRY	56 SF	EXISTING HARDWOOD	EXISTING TO REMAIN	EXISTING - NEW PAINT	EXISTING - NEW PAINT	
112	FAMILY DINING	200 SF	EXISTING HARDWOOD	EXISTING TO REMAIN	EXISTING - NEW PAINT	EXISTING - NEW PAINT	
113	BROOM CLOSET	21 SF	HARDWOOD	WOOD - PAINTED	GWB - PAINTED	GWB - PAINTED	
114	BACK DECK	203 SF	EXISTING TO REMAIN	N/A	N/A	N/A	
115	MUDROOM PORCH	42 SF	STONE - TBD	N/A	N/A	N/A	
120	FRONT STEPS	44 SF	STONE - TBD	N/A	N/A	N/A	

DOOR SCHEDULE

NUMBER	FROM ROOM	TO ROOM	WIDTH	HEIGHT	THICKNESS	NOTES
100A	FRONT STEPS	ENTRY	3'-0"	7'-0"	2"	
100B	ENTRY	FOYER	1'-6"	7'-0"	1 3/4"	FIXED SIDELITE
100C	FOYER	ENTRY	1'-6"	7'-0"	1 3/4"	FIXED SIDELITE
108A	MUDROOM	POWDER	2'-6"	6'-8"	1 3/4"	
109A	MUDROOM PORCH	MUDROOM	2'-10"	7'-0"	1 1/2"	DUTCH DOOR LEAF
113A	HALL	BROOM CLOSET	2'-4"	6'-8"	1 3/4"	

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PLUMBING FIXTURE SCHEDULE

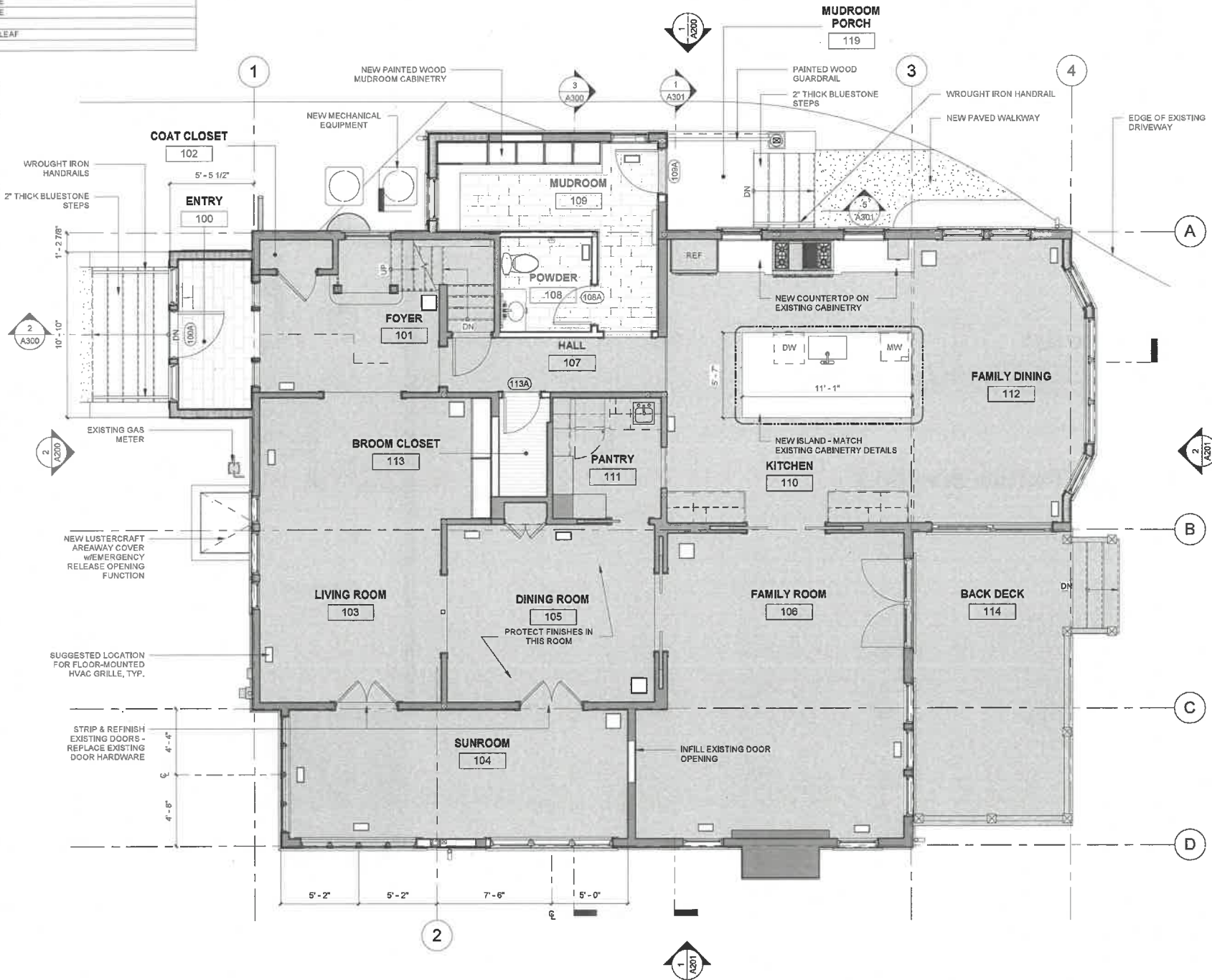
MARK	TYPE	MANUFACTURER	MODEL	NOTES
HVAC				
BOILER				
KITCHEN				
F3	FAUCET	TBD	TBD	
S3	SINK	TBD	TBD	
POWDER				
F2	FAUCET	TBD	TBD	
T1	TOILET	TBD	TBD	
S3	SINK	TBD	TBD	
GARAGE BATHROOM				
SH1	SHOWER HEAD & ARM	TBD	TBD	
SH2	SHOWER CONTROL	TBD	TBD	
T1	TOILET	TBD	TBD	
F4	FAUCET	TBD	TBD	
S1	UNDERMOUNT SINK	TBD	TBD	
BATH 1				
SH2	SHOWER CONTROL	TBD	TBD	
SH3	HANDSHOWER	TBD	TBD	
SH2	SHOWER CONTROL	TBD	TBD	
SH1	SHOWER HEAD & ARM	TBD	TBD	
SH4	RAIN SHOWERHEAD	TBD	TBD	
SH1	SHOWER HEAD & ARM	TBD	TBD	
BATH 2				
T1	TOILET	TBD	TBD	
S3	SINK	TBD	TBD	
F4	FAUCET	TBD	TBD	
LAUNDRY				
S4	SINK	TBD	TBD	
F3	FAUCET	TBD	TBD	
W1	WASHING MACHINE CONNECTION	OATEY	38530	
PRIMARY BATH				
F4	FAUCET	TBD	TBD	
T1	TOILET	TBD	TBD	
F4	FAUCET	TBD	TBD	
F5	FLOOR MOUNT TUB FILLER	TBD	TBD	
TUB3	FLOOR MOUNTED TUB	TBD	TBD	
S2	UNDERMOUNT SINK	TBD	TBD	
S2	UNDERMOUNT SINK	TBD	TBD	

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LEGEND

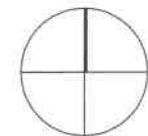
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GROUND FLOOR
PLAN

A101

ROOM FINISH SCHEDULE

NUMBER	NAME	APPROX. AREA	FLOOR	BASE	WALL	CEILING	NOTES
119	MUDROOM PORCH	42 SF	STONE - TBD	N/A	N/A	N/A	
200	HALL	251 SF	HARDWOOD	WOOD - PAINTED	GWB - PAINTED	GWB - PAINTED	
201	OFFICE	86 SF	EXISTING HARDWOOD	EXISTING TO REMAIN	GWB - PAINTED	GWB - PAINTED	
202	ELLIE'S ROOM	165 SF	HARDWOOD	WOOD - PAINTED	GWB - PAINTED	GWB - PAINTED	
203	CLOSET	11 SF	HARDWOOD	WOOD - PAINTED	GWB - PAINTED	GWB - PAINTED	
204	BATH 1	33 SF	TILE - TBD	WOOD - PAINTED	GWB - PAINTED	GWB - PAINTED	
205	LINEN	7 SF	HARDWOOD	WOOD - PAINTED	GWB - PAINTED	GWB - PAINTED	
206	LAUNDRY	63 SF	TILE - TBD	WOOD - PAINTED	GWB - PAINTED	GWB - PAINTED	
207	PRIMARY HALL	48 SF	HARDWOOD	WOOD - PAINTED	GWB - PAINTED	GWB - PAINTED	
208	PRIMARY BATH	135 SF	TILE - TBD	WOOD - PAINTED	GWB - PAINTED	GWB - PAINTED	
209	DRESSING	127 SF	HARDWOOD	WOOD - PAINTED	GWB - PAINTED	GWB - PAINTED	
210	PRIMARY BEDROOM	220 SF	HARDWOOD	WOOD - PAINTED	GWB - PAINTED	GWB - PAINTED	
211	BATH 2	81 SF	TILE - TBD	WOOD - PAINTED	GWB - PAINTED	GWB - PAINTED	
212	CAROLINE'S ROOM	202 SF	HARDWOOD	WOOD - PAINTED	GWB - PAINTED	GWB - PAINTED	
213	CLOSET	11 SF	HARDWOOD	WOOD - PAINTED	GWB - PAINTED	GWB - PAINTED	
214	MAE'S ROOM	196 SF	HARDWOOD	WOOD - PAINTED	GWB - PAINTED	GWB - PAINTED	
215	CLOSET	11 SF	HARDWOOD	WOOD - PAINTED	GWB - PAINTED	GWB - PAINTED	
216	EXTERIOR DECK	32 SF	N/A	N/A	N/A	N/A	

DOOR SCHEDULE

NUMBER	FROM ROOM	TO ROOM	WIDTH	HEIGHT	THICKNESS	NOTES
201A	HALL	OFFICE	2'-4"	6'-8"	1 3/4"	
202A	HALL	ELLIE'S ROOM	2'-8"	6'-8"	1 3/4"	
203A	CLOSET	ELLIE'S ROOM	4'-0"	6'-8"	1 3/4"	
204A	OFFICE	BATH 1	2'-4"	6'-8"	1 3/4"	
204B	ELLIE'S ROOM	BATH 1	2'-4"	6'-8"	1 3/4"	
205A	LINEN	HALL	2'-0"	8'-0"	1 1/2"	
206A	HALL	LAUNDRY	2'-6"	6'-8"	1 3/4"	
207A	HALL	PRIMARY HALL	2'-8"	6'-8"	1 3/4"	
208A	PRIMARY HALL	PRIMARY BATH	3'-0"	6'-6"	1 1/2"	
209A	PRIMARY BATH	DRESSING	2'-6"	6'-8"	1 3/4"	
211A	HALL	BATH 2	2'-4"	6'-8"	1 3/4"	
211B	BATH 2	BATH 2	2'-4"	6'-8"	1 3/4"	
212A	HALL	CAROLINE'S ROOM	2'-8"	6'-8"	1 3/4"	
213B	CLOSET	CAROLINE'S ROOM	4'-0"	6'-8"	1 3/4"	
214A	HALL	MAE'S ROOM	2'-8"	6'-8"	1 3/4"	
215B	CLOSET	MAE'S ROOM	4'-0"	6'-6"	1 3/4"	

DOOR NOTES

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PLUMBING FIXTURE SCHEDULE

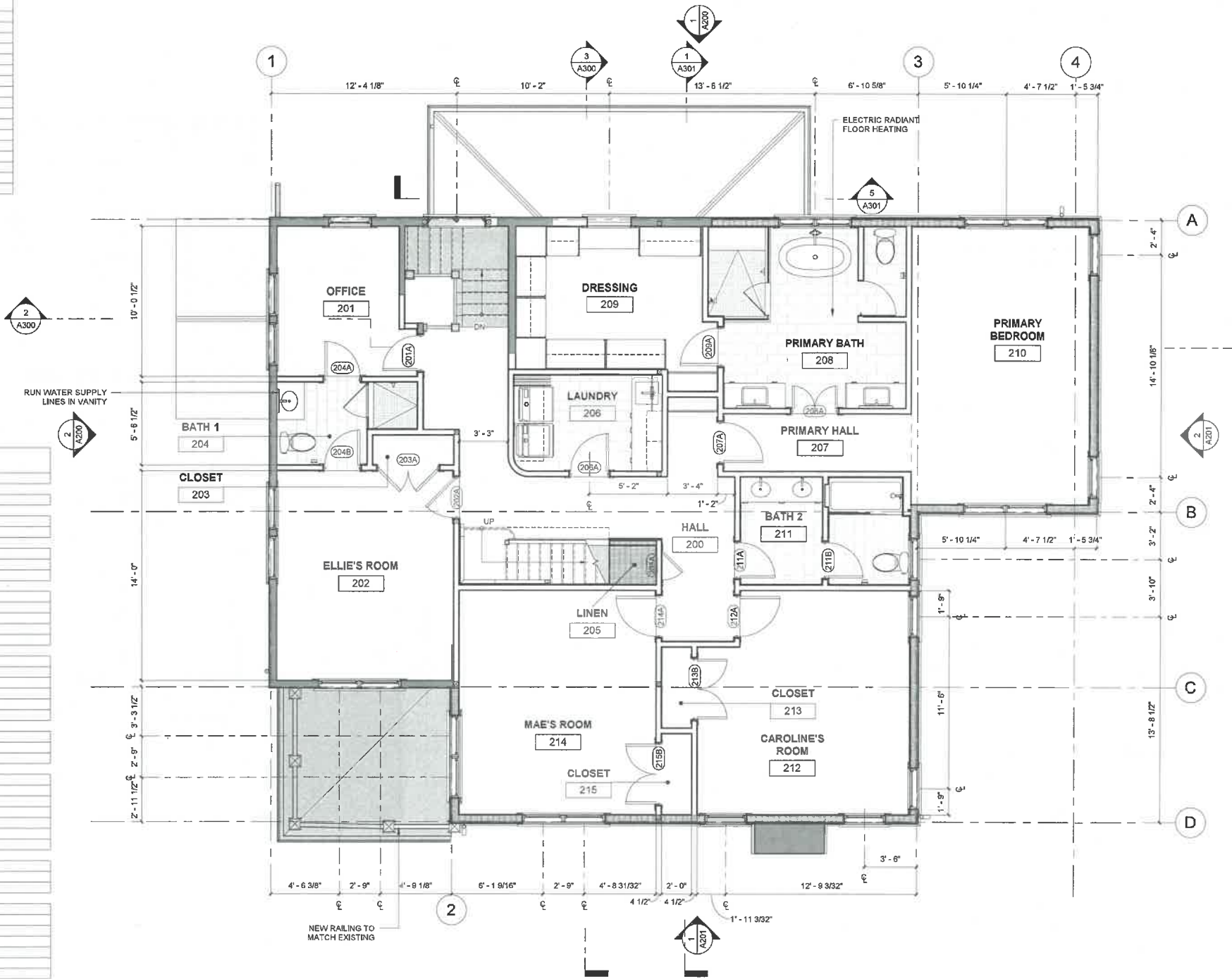
MARK	TYPE	MANUFACTURER	MODEL	NOTES
HVAC				
BOILER				
KITCHEN				
F3	FAUCET	TBD	TBD	
S3	SINK	TBD	TBD	
POWDER				
F2	FAUCET	TBD	TBD	
T1	TOILET	TBD	TBD	
S3	SINK	TBD	TBD	
GARAGE BATHROOM				
SH1	SHOWER HEAD & ARM	TBD	TBD	
SH2	SHOWER CONTROL	TBD	TBD	
T1	TOILET	TBD	TBD	
F4	FAUCET	TBD	TBD	
S1	UNDERMOUNT SINK	TBD	TBD	
BATH 1				
SH2	SHOWER CONTROL	TBD	TBD	
SH3	HANDSHOWER	TBD	TBD	
SH2	SHOWER CONTROL	TBD	TBD	
SH1	SHOWER HEAD & ARM	TBD	TBD	
SH4	RAIN SHOWERHEAD	TBD	TBD	
SH1	SHOWER HEAD & ARM	TBD	TBD	
BATH 2				
T1	TOILET	TBD	TBD	
S3	SINK	TBD	TBD	
F4	FAUCET	TBD	TBD	
BATH 2				
S3	SINK	TBD	TBD	
S3	SINK	TBD	TBD	
TUB1	BATH TUB	TBD	TBD	
T1	TOILET	TBD	TBD	
F4	FAUCET	TBD	TBD	
F4	FAUCET	TBD	TBD	
TF1	BATH/SHOWER FIXTURES	TBD	TBD	
LAUNDRY				
S4	SINK	TBD	TBD	
F3	FAUCET	TBD	TBD	
W1	WASHING MACHINE CONNECTION	QATEY	38530	
PRIMARY BATH				
F4	FAUCET	TBD	TBD	
T1	TOILET	TBD	TBD	
F4	FAUCET	TBD	TBD	
F5	FLOOR MOUNT TUB FILLER	TBD	TBD	
TUB3	FLOOR MOUNTED TUB	TBD	TBD	
S2	UNDERMOUNT SINK	TBD	TBD	
S2	UNDERMOUNT SINK	TBD	TBD	

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LEGEND

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Urquhart Residence

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SECOND FLOOR
PLAN

A102

ROOM FINISH SCHEDULE

NUMBER	NAME	APPROX. AREA	FLOOR	BASE	FINISH WALL	CEILING	NOTES
014	ATTIC STAIR	60 SF					
300	ATTIC OFFICE	1153 SF	HARDWOOD	WOOD - PAINTED	GWB - PAINTED	GWB - PAINTED	
301	STORAGE	61 SF	PLYWOOD	WOOD - PAINTED	GWB - PAINTED	GWB - PAINTED	
302	ATTIC HVAC	95 SF	PLYWOOD	N/A	INSULATION w/INTUMESCENT PAINT	INSULATION w/INTUMESCENT PAINT	
303	EXERCISE ROOM	299 SF	HARDWOOD	WOOD - PAINTED	GWB - PAINTED	GWB - PAINTED	

DOOR SCHEDULE

NUMBER	FROM ROOM	TO ROOM	WIDTH	HEIGHT	THICKNESS	NOTES
300A	ATTIC STAIR	ATTIC OFFICE	2'-6"	8'-6"	1 3/4"	FULL GLASS LITE
301A	STORAGE	EXERCISE ROOM	2'-6"	5'-8"	1 3/4"	
301B	ATTIC HVAC	STORAGE	2'-6"	3'-0"	1 3/4"	
303A	ATTIC OFFICE	EXERCISE ROOM	2'-6"	6'-6"	1 3/4"	FULL GLASS LITE
303B	ATTIC OFFICE	EXERCISE ROOM	2'-6"	3'-0"	1 3/4"	

DOOR NOTES

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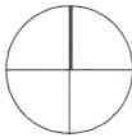
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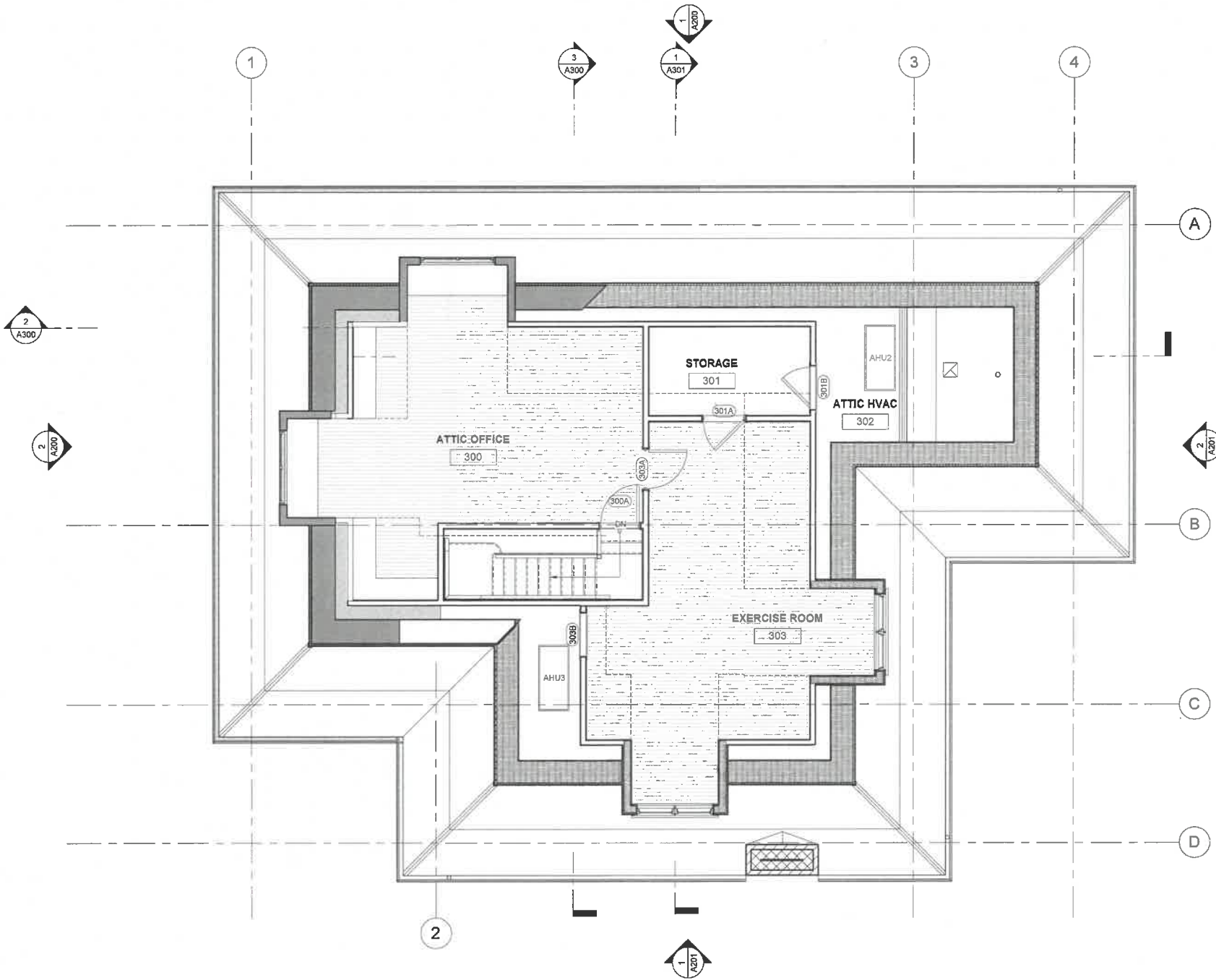
CONSTRUCTION

DATE: 01/12/2025

REV DESCRIPTION DATE

ATTIC FLOOR PLAN

A103



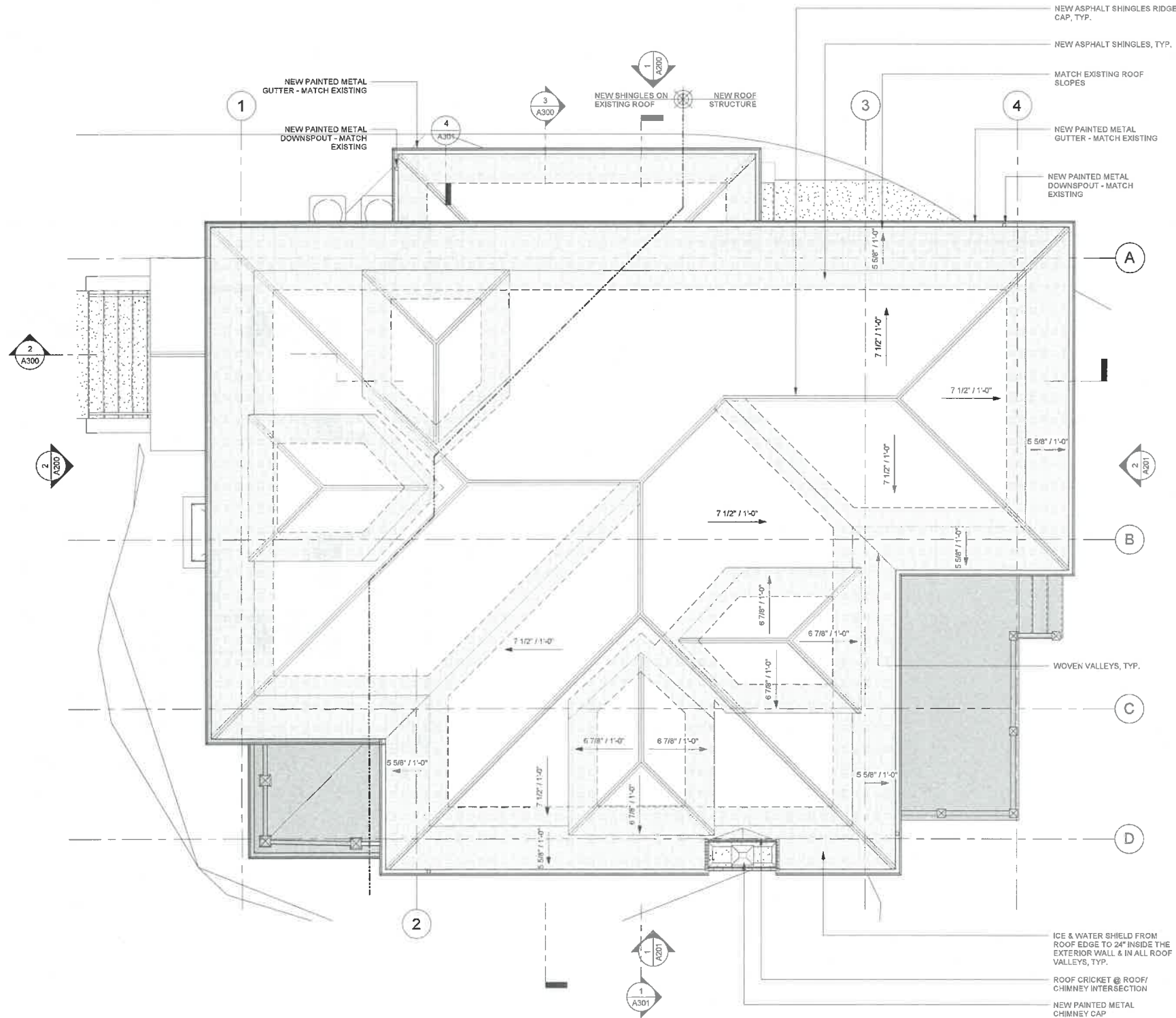
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GENERAL FLOOR PLAN NOTES

1. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO REVIEW PROPOSED DIMENSIONS AND ALIGNMENTS AND CONFIRM LOCATIONS AND ALIGNMENTS SHOWN CAN BE ACHIEVED. DISCREPANCIES BETWEEN PROPOSED ALIGNMENTS AND LOCATIONS MUST BE BROUGHT TO THE ATTENTION OF THE ARCHITECT PRIOR TO INSTALLATION OF THE WORK.
2. AS-BUILT DIMENSIONS MUST BE FIELD VERIFIED PRIOR TO FABRICATION OF CASEWORK, FIXTURES, FURNISHINGS AND EQUIPMENT TO CONFIRM FIT AND LOCATIONS AS SHOWN ON THE DRAWINGS OR AS DIRECTED BY THE ARCHITECT. DISCREPANCIES MUST BE BROUGHT TO THE ARCHITECT'S ATTENTION PRIOR TO ORDERING OR FABRICATING.
3. GRID AND GRID DIMENSIONS ARE TO FACE OF FOUNDATION, EXTERIOR FACE OF FRAMING OR AS NOTED.
4. EXTERIOR DIMENSIONS ARE TO FACE OF FRAMING AND CENTERLINE OF OPENINGS OR AS NOTED.
5. INTERIOR DIMENSIONS ARE TO FINISH FACE OF WALL BOARD FINISH, FINISH EDGE, FINISH OPENING, CENTERLINE OF OPENING AND CENTERLINE OF FIXTURES OR AS NOTED.
6. PROVIDE ROUGH OPENINGS PER WINDOW AND DOOR MANUFACTURER RECOMMENDATIONS UNLESS NOTED OR DETAILED OTHERWISE.
7. SEE ROOF PLAN FOR ROOF INFORMATION.
8. SEE DOOR SCHEDULE FOR DOOR INFORMATION.
9. SEE ROOM FINISH SCHEDULE FOR INTERIOR FINISH INFORMATION.
10. SEE WINDOW SCHEDULE FOR WINDOW INFORMATION.

LEGEND

- EXISTING SURFACES TO REMAIN
- EXISTING ITEMS TO REMAIN (CUT IN SECTION)
- PROPOSED NEW CONSTRUCTION



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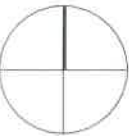
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Urquhart Residence

76 Fair Oaks Park, Needham, MA 02492

NO: 2402



ISSUANCE:	
CONSTRUCTION	
DATE:	01/12/2025
REV	DESCRIPTION
	DATE

ROOF PLAN

A104

WINDOW SCHEDULE

MARK	FRAME WIDTH	FRAME HEIGHT	TYPE	MANUFACTURER	MODEL	EGRESS	NOTES
001	2'-10"	1'-10"	AWNING	PELLA	TBD	NO	NEW DOOR IN EXISTING OPENING - VERIFY SIZE IN FIELD
002	2'-5"	3'-11"	CASEMENT	PELLA	2947	YES	
101	2'-8"	5'-4"	DOUBLE HUNG	PELLA	TBD	N/A	NEW WINDOW IN EXISTING OPENING - VERIFY SIZE IN FIELD
102	2'-8"	5'-4"	DOUBLE HUNG	PELLA	TBD	N/A	NEW WINDOW IN EXISTING OPENING - VERIFY SIZE IN FIELD
103	2'-8"	3'-4"	CASEMENT	ANDERSEN	TBD	NO	REPLACE SASH IN EXISTING FRAME
104	2'-8"	3'-4"	CASEMENT	ANDERSEN	TBD	NO	REPLACE SASH IN EXISTING FRAME
105	2'-5 1/2"	3'-7 1/2"	FIXED OVAL WINDOW	PELLA	TBD	N/A	
106	2'-9"	5'-5"	DOUBLE HUNG	PELLA	3365	YES	
107	2'-6"	3'-11 1/8"	FIXED CASEMENT	PELLA	3048	N/A	
108	2'-6"	3'-11 1/8"	FIXED CASEMENT	PELLA	3048	N/A	
109	1'-10"	4'-8"	DOUBLE HUNG	PELLA	TBD	VIF	NEW WINDOW IN EXISTING OPENING - VERIFY SIZE IN FIELD
110	2'-10"	4'-8"	DOUBLE HUNG	PELLA	TBD	VIF	NEW WINDOW IN EXISTING OPENING - VERIFY SIZE IN FIELD
111	1'-10"	4'-8"	DOUBLE HUNG	PELLA	TBD	VIF	NEW WINDOW IN EXISTING OPENING - VERIFY SIZE IN FIELD
112	3'-10"	5'-5"	CASEMENT	PELLA	2365	NO	
113	3'-10"	5'-5"	CASEMENT	PELLA	2365	NO	
114	3'-10"	5'-5"	CASEMENT	PELLA	2365	NO	
115	3'-10"	5'-5"	CASEMENT	PELLA	2365	NO	
116	2'-8"	4'-5"	CASEMENT	PELLA	3253	YES	SIMULATED CHECK RAIL
117	2'-8"	4'-5"	CASEMENT	PELLA	3253	YES	SIMULATED CHECK RAIL
118	2'-8"	4'-5"	CASEMENT	PELLA	3253	YES	SIMULATED CHECK RAIL
119	2'-8"	5'-4"	DOUBLE HUNG	PELLA	TBD	N/A	NEW WINDOW IN EXISTING OPENING - VERIFY SIZE IN FIELD
120	2'-8"	5'-4"	DOUBLE HUNG	PELLA	TBD	N/A	NEW WINDOW IN EXISTING OPENING - VERIFY SIZE IN FIELD
121	2'-8"	5'-4"	DOUBLE HUNG	PELLA	TBD	N/A	NEW WINDOW IN EXISTING OPENING - VERIFY SIZE IN FIELD
122	2'-8"	5'-4"	DOUBLE HUNG	PELLA	TBD	N/A	NEW WINDOW IN EXISTING OPENING - VERIFY SIZE IN FIELD
123	2'-8"	5'-4"	DOUBLE HUNG	PELLA	TBD	N/A	NEW WINDOW IN EXISTING OPENING - VERIFY SIZE IN FIELD
124	5'-11 1/4"	6'-10 3/8"	INSWING FRENCH DOOR	PELLA	TBD	YES	NEW DOOR IN EXISTING OPENING - VERIFY SIZE IN FIELD
125	7'-11 1/4"	6'-9 1/2"	SLIDING DOOR	PELLA	8682	YES	NEW DOOR IN EXISTING OPENING - VERIFY SIZE IN FIELD
126	2'-9"	5'-5"	DOUBLE HUNG	PELLA	3365	YES	
127	2'-9"	5'-5"	DOUBLE HUNG	PELLA	3365	YES	
128	2'-9"	5'-5"	DOUBLE HUNG	PELLA	3365	YES	
129	2'-9"	5'-5"	DOUBLE HUNG	PELLA	3365	YES	
130	2'-9"	5'-5"	DOUBLE HUNG	PELLA	3365	YES	
200	2'-9"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
201	2'-9"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
202	2'-6"	4'-5"	DOUBLE HUNG	PELLA	TBD	NO	
203	2'-5"	4'-5"	DOUBLE HUNG	PELLA	TBD	NO	
204	2'-11"	2'-5"	AWNING	PELLA	3529	NO	
205	3'-10"	4'-5"	CASEMENT	PELLA	2563	NO	
206	2'-10"	4'-4"	DOUBLE HUNG	PELLA	TBD	VIF	NEW WINDOW IN EXISTING OPENING - VERIFY SIZE IN FIELD
207	2'-10"	4'-4"	DOUBLE HUNG	PELLA	TBD	VIF	NEW WINDOW IN EXISTING OPENING - VERIFY SIZE IN FIELD
208	2'-10"	4'-4"	DOUBLE HUNG	PELLA	TBD	VIF	NEW WINDOW IN EXISTING OPENING - VERIFY SIZE IN FIELD
209	2'-10"	4'-4"	DOUBLE HUNG	PELLA	TBD	VIF	NEW WINDOW IN EXISTING OPENING - VERIFY SIZE IN FIELD
210	2'-10"	4'-4"	DOUBLE HUNG	PELLA	TBD	VIF	NEW WINDOW IN EXISTING OPENING - VERIFY SIZE IN FIELD
211	2'-9"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
212	2'-9"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
213	2'-9"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
214	2'-9"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
215	2'-9"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
216	2'-9"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
217	2'-9"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
218	2'-9"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
219	2'-9"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
220	2'-9"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
221	2'-9"	4'-5"	DOUBLE HUNG	PELLA	3353	YES	
222	2'-9"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
223	2'-9"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
224	2'-9"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
225	2'-9"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
300	2'-6"	3'-3 1/8"	CASEMENT	PELLA	3040	YES	SIMULATED CHECK RAIL
301	2'-6"	3'-3 1/8"	CASEMENT	PELLA	3040	YES	SIMULATED CHECK RAIL
302	2'-6"	3'-3 1/8"	CASEMENT	PELLA	3040	YES	SIMULATED CHECK RAIL
303	2'-6"	3'-3 1/8"	CASEMENT	PELLA	3040	YES	SIMULATED CHECK RAIL

WINDOW NOTES

1. SEE EXTERIOR ELEVATIONS & WINDOW SCHEDULE FOR WINDOW TYPES, SIZES & DIVIDED LITE PATTERNS

CASEMENT, DOUBLE HUNG & FIXED WINDOW SPECIFICATIONS

- * GLASS: CLEAR, INSULATING LOW-E II WITH ARGON GAS, INTEGRAL LITE TECHNOLOGY
- * USE TEMPERED GLASS WHERE REQUIRED BY CODE
- * EXTERIOR FINISH: ALUMINUM CLAD, WHITE
- * INTERIOR FINISH: FACTORY PRIMED PINE - FIELD PAINTED
- * EXTERIOR MUNTIN PROFILE: PUTTY GLAZED
- * INTERIOR MUNTIN PROFILE: OGEE
- * CASEMENT HARDWARE: FOLDING, FINISH: SATIN NICKEL
- * DOUBLE HUNG HARDWARE: SPOON LATCH, FINISH: SATIN NICKEL
- * INSECT SCREENS: VIVID VIEW FULL SCREEN WITH WHITE ALUMINUM FRAME
- * GASKETS & WEATHERSTRIPPING: BLACK
- * JAMB EXTENSIONS WHERE NECESSARY

LEGEND

- EXISTING SURFACES TO REMAIN
- PROPOSED NEW CONSTRUCTION



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Urquhart Residence

76 Fair Oaks Park, Needham, MA 02492

NO: 2402

ISSUANCE:

CONSTRUCTION

DATE: 01/12/2025

REV DESCRIPTION DATE

EXTERIOR
ELEVATIONS

A200

WINDOW SCHEDULE

MARK	FRAME WIDTH	FRAME HEIGHT	TYPE	MANUFACTURER	MODEL	EGRESS	NOTES
001	2'-10"	1'-10"	AWNING	PELLA	TBD	NO	NEW DOOR IN EXISTING OPENING - VERIFY SIZE IN FIELD
002	2'-5"	3'-11"	CASEMENT	PELLA	2947	YES	
101	2'-8"	5'-4"	DOUBLE HUNG	PELLA	TBD	N/A	NEW WINDOW IN EXISTING OPENING - VERIFY SIZE IN FIELD
102	2'-8"	5'-4"	DOUBLE HUNG	PELLA	TBD	N/A	NEW WINDOW IN EXISTING OPENING - VERIFY SIZE IN FIELD
103	2'-8"	3'-4"	CASEMENT	ANDERSEN	TBD	NO	REPLACE SASH IN EXISTING FRAME
104	2'-5"	3'-4"	CASEMENT	ANDERSEN	TBD	NO	REPLACE SASH IN EXISTING FRAME
105	2'-5 1/2"	3'-7 1/2"	FIXED OVAL WINDOW	PELLA	TBD	N/A	
106	2'-9"	5'-5"	DOUBLE HUNG	PELLA	3365	YES	
107	2'-6"	3'-11 1/8"	FIXED CASEMENT	PELLA	3048	N/A	
108	2'-6"	3'-11 1/8"	FIXED CASEMENT	PELLA	3048	N/A	
109	1'-10"	4'-8"	DOUBLE HUNG	PELLA	TBD	VIF	NEW WINDOW IN EXISTING OPENING - VERIFY SIZE IN FIELD
110	2'-10"	4'-8"	DOUBLE HUNG	PELLA	TBD	VIF	NEW WINDOW IN EXISTING OPENING - VERIFY SIZE IN FIELD
111	1'-10"	4'-8"	DOUBLE HUNG	PELLA	TBD	VIF	NEW WINDOW IN EXISTING OPENING - VERIFY SIZE IN FIELD
112	3'-10"	5'-5"	CASEMENT	PELLA	2365	NO	
113	3'-10"	5'-5"	CASEMENT	PELLA	2365	NO	
114	3'-10"	5'-5"	CASEMENT	PELLA	2365	NO	
115	3'-10"	5'-5"	CASEMENT	PELLA	2365	NO	
116	2'-8"	4'-5"	CASEMENT	PELLA	3253	YES	SIMULATED CHECK RAIL
117	2'-8"	4'-5"	CASEMENT	PELLA	3253	YES	SIMULATED CHECK RAIL
118	2'-8"	4'-5"	CASEMENT	PELLA	3253	YES	SIMULATED CHECK RAIL
119	2'-8"	5'-4"	DOUBLE HUNG	PELLA	TBD	N/A	NEW WINDOW IN EXISTING OPENING - VERIFY SIZE IN FIELD
120	2'-8"	5'-4"	DOUBLE HUNG	PELLA	TBD	N/A	NEW WINDOW IN EXISTING OPENING - VERIFY SIZE IN FIELD
121	2'-8"	5'-4"	DOUBLE HUNG	PELLA	TBD	N/A	NEW WINDOW IN EXISTING OPENING - VERIFY SIZE IN FIELD
122	2'-8"	5'-4"	DOUBLE HUNG	PELLA	TBD	N/A	NEW WINDOW IN EXISTING OPENING - VERIFY SIZE IN FIELD
123	2'-8"	5'-4"	DOUBLE HUNG	PELLA	TBD	N/A	NEW WINDOW IN EXISTING OPENING - VERIFY SIZE IN FIELD
124	5'-11 1/4"	6'-10 3/8"	INSWING FRENCH DOOR	PELLA	TBD	YES	NEW DOOR IN EXISTING OPENING - VERIFY SIZE IN FIELD
125	7'-11 1/4"	6'-9 1/2"	SLIDING DOOR	PELLA	4682	YES	NEW DOOR IN EXISTING OPENING - VERIFY SIZE IN FIELD
126	2'-8"	5'-5"	DOUBLE HUNG	PELLA	3365	YES	
127	2'-8"	5'-5"	DOUBLE HUNG	PELLA	3365	YES	
128	2'-8"	5'-5"	DOUBLE HUNG	PELLA	3365	YES	
129	2'-8"	5'-5"	DOUBLE HUNG	PELLA	3365	YES	
130	2'-8"	5'-5"	DOUBLE HUNG	PELLA	3365	YES	
200	2'-8"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
201	2'-8"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
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203	2'-5"	4'-5"	DOUBLE HUNG	PELLA	TBD	NO	
204	2'-11"	2'-5"	AWNING	PELLA	3529	NO	
205	3'-10"	4'-5"	CASEMENT	PELLA	2553	NO	
206	2'-10"	4'-4"	DOUBLE HUNG	PELLA	TBD	VIF	NEW WINDOW IN EXISTING OPENING - VERIFY SIZE IN FIELD
207	2'-10"	4'-4"	DOUBLE HUNG	PELLA	TBD	VIF	NEW WINDOW IN EXISTING OPENING - VERIFY SIZE IN FIELD
208	2'-10"	4'-4"	DOUBLE HUNG	PELLA	TBD	VIF	NEW WINDOW IN EXISTING OPENING - VERIFY SIZE IN FIELD
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210	2'-10"	4'-4"	DOUBLE HUNG	PELLA	TBD	VIF	NEW WINDOW IN EXISTING OPENING - VERIFY SIZE IN FIELD
211	2'-9"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
212	2'-9"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
213	2'-9"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
214	2'-9"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
215	2'-9"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
216	2'-8"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
217	2'-8"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
218	2'-8"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
219	2'-8"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
220	2'-8"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
221	2'-8"	4'-5"	DOUBLE HUNG	PELLA	3353	YES	
222	2'-8"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
223	2'-8"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
224	2'-8"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
225	2'-8"	4'-11"	DOUBLE HUNG	PELLA	3359	YES	
300	2'-6"	3'-3 1/8"	CASEMENT	PELLA	3040	YES	SIMULATED CHECK RAIL
301	2'-6"	3'-3 1/8"	CASEMENT	PELLA	3040	YES	SIMULATED CHECK RAIL
302	2'-6"	3'-3 1/8"	CASEMENT	PELLA	3040	YES	SIMULATED CHECK RAIL
303	2'-6"	3'-3 1/8"	CASEMENT	PELLA	3040	YES	SIMULATED CHECK RAIL

WINDOW NOTES

1. SEE EXTERIOR ELEVATIONS & WINDOW SCHEDULE FOR WINDOW TYPES, SIZES & DIVIDED LITE PATTERNS

CASEMENT, DOUBLE HUNG & FIXED WINDOW SPECIFICATIONS

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- CASEMENT HARDWARE: FOLDING, FINISH: SATIN NICKEL
- DOUBLE HUNG HARDWARE: SPOON LATCH, FINISH: SATIN NICKEL
- INSECT SCREENS: VIVID VIEW FULL SCREEN WITH WHITE ALUMINUM FRAME
- GASKETS & WEATHERSTRIPPING: BLACK
- JAMB EXTENSIONS WHERE NECESSARY

LEGEND

- EXISTING SURFACES TO REMAIN
- PROPOSED NEW CONSTRUCTION



2 EAST ELEVATION
1/4" = 1'-0"



1 SOUTH ELEVATION
1/4" = 1'-0"



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Urquhart Residence

76 Fair Oaks Park, Needham, MA 02492
NO: 2402

ISSUANCE:
CONSTRUCTION
DATE: 01/12/2025
REV | DESCRIPTION | DATE

EXTERIOR
ELEVATIONS

A201

From: [Myles Tucker](#)
To: [Kevin Keane](#); [N. Espada](#); mfachetti@verizon.net; [Colleen Schaller](#); [Christopher J. Gerstel](#)
Cc: [Kate Fitzpatrick](#); [Katie King](#); [Lee Newman](#); [Alexandra Clee](#); [Molly Pollard](#); [Latanya Steele](#); [Stacey Mulroy](#); [Carol Hintz](#); [Dave Davison](#)
Subject: Stephen Palmer Reuse Development Committee - Committee Member/Designee Request
Date: Thursday, February 27, 2025 4:40:36 PM
Attachments: [Stephen Palmer Reuse Development Committee_v3.docx](#)
[image001.png](#)

Good Afternoon,

As you may know, the Select Board voted on Tuesday to establish the Stephen Palmer Reuse Development Committee. Your committees are each asked to submit a member or a designee to serve as a member of this new committee. Below is the full list of committees asked to send a member or designee:

- Select Board
- Planning Board
- Finance Committee
- Council on Aging
- Park and Recreation Commission

The committee, alongside a consultant, will engage the Needham community to envision the future of this site. The Committee will provide feedback to the consultant hired by the Town to make recommendations to the Town as to the options for reuse of the site. The full charge is attached.

Please let me know at your earliest convenience who will be the member/designee from your committee.

Meeting dates/times will be decided once the committee is fully populated in order to find times that work for all members. Please let me know if you have any questions.



Myles Tucker
He/Him/His
Support Services Manager
Town of Needham
Needham Town Hall
1471 Highland Avenue
Needham, MA 02492
www.needhamma.gov
Office: (781) 455-7500 ext. 204

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Town of Needham

Stephen Palmer Development Review Committee Charge

Type:	Ad hoc
Legal Reference:	Select Board Goals
Appointing Authority:	Select Board
Number of Voting Members:	Seven (7)
Term of Appointment	Three (3) Years
Special Municipal Employee	Yes*
Staff Support	Planning & Community Development Staff

Composition: Seven (7) voting members:

- One (1) member or designee of the Select Board*
- One (1) member or designee of the Planning Board
- One (1) member or designee of the Finance Committee
- One (1) member or a designee of the Council on Aging
- One (1) member or a designee of the Park & Recreation Commission
- Two (2) members at large, one of whom has experience in housing development and one of whom has experience in real estate development (ideally with public land development and/or public private partnerships)

Purpose:

The Stephen Palmer building is a former public elementary school constructed in 1914 that currently houses 28 apartments. The Town entered into a fifty-year ground lease with the developer and sold the building to the developer. Upon expiration of the lease on May 2, 2027 the property and any and all improvements revert to the Town.

The Committee, with the consultant, will engage the Needham community to envision the future of this site. The Committee will provide feedback to the consultant hired by the Town to make recommendations to the Town as to the options for reuse of the site.

Charge:

In conjunction with the selected development planning consultant, the Committee will:

- Engage the community and all relevant stakeholders in a robust citizen participation process to envision the future of the property. With the support of municipal staff, the Committee shall meet with the Consultant monthly plus at least two public hearings at which the Consultant will present its findings and seek public input.

- Work with the development planning consultant and staff to establish the exact scope of the Existing Conditions Assessment (structure and architectural analysis, code analysis, legal issues, etc.) and the implications of razing or renovating the building relative costs, limitations on uses, etc.)
- Based on the Existing Conditions Assessment and community input, work with the consultant to develop and explore three land use scenarios in terms of relative costs and benefits, opportunities and constraints, impacts on the neighborhood and town, and feasibility and timeliness of each scenario.
- Provide guidance to the consultant in developing implementation strategies including exploring the viability of different development entities, disposition mechanisms (sale, lease, joint, etc.) and potential funding sources including grant programs and public private partnership options.
- Provide guidance to the consultant in developing recommendations to the Select Board.

Charge Adopted: February 25, 2025
SME Status Voted: February 25, 2025

Charge Revised:

* Regular municipal employees serving on the Committee remain regular municipal employees, even though the committee members are designated as special municipal employees

NEEDHAM PLANNING BOARD MINUTES

February 13, 2025

The Needham Planning Board meeting, held in the Performance Center at the Broadmeadow School, and virtually using Zoom, was called to order by Natasha Espada, Chairman, on Thursday, February 13, 2025, at 7:00 p.m. with Messrs. Crocker, Alpert, Block and McCullen, Planner, Ms. Newman and Assistant Planner, Ms. Clee.

Ms. Espada noted this is an open meeting that is being held in a hybrid manner per state guidelines. She reviewed the rules of conduct for all meetings. This meeting includes one public hearing and public comment will be allowed. If any votes are taken at the meeting the vote will be conducted by roll call.

Public Hearing:

7:00 p.m. – Article 1: Amend Zoning By-law – Multi-Family Overlay District (Base Plan)
Article 2: Amend Zoning By-law – Map Change For Multi-Family Overlay District (Base Plan)

Upon a motion made by Mr. Block, and seconded by Mr. Alpert, it was by a vote of the five members present unanimously:

VOTED: to waive the reading of the public hearing notice.

Ms. Espada reviewed the process. She noted this is the Base Plan and is the same presentation as presented at Town Meeting. The MBTA Communities Act requires 177 designated communities to have zoning that provides at least one district of a reasonable size that provides multi-family housing as of right. It must be within one half mile of the commuter rail station and allow 15 units per acre. An action plan was submitted to the state. The state approved the plan, so Needham is in compliance. Needham's requirements are 50 acres, 1,784 units, 15 units per acre and 90% in the station area. Ms. Espada gave an overview of the Article. It meets the minimum requirements of the MBTA Communities Act. Article 1 creates a Multi-Family Overlay District following the recommended district boundaries and demographic standards in the Base Compliance Plan. Article 2 is the map change for the Base Compliance Plan.

Ms. Espada noted the Base plan has 100.3 acres, a unit capacity of 1,870, 18.6 units per acre and is 93% in the transit area. It follows the Highland Avenue/Chestnut Street corridor from Webster Street to the Needham Junction. It incorporates the existing multi-family housing developments along the corridor, utilizes the existing Business and Industrial Districts and incorporates the multi-family housing at the Charles Court Condominiums. She reviewed the current zoning parameters including the minimum lot size, height, FAR, lot coverage and maximum dwellings per unit and parking per unit. She then reviewed the new base compliance parameters. She noted the comparisons between the base plan and the existing zoning including dimensional standards, land use standards, height, which is increased in some areas, and parking which is decreased from 1.5 spaces per unit to one space per unit. Multi-family development goes from special permit to an as of right in some districts and development is permitted as of right in the Business and Industrial Districts.

The Overlay District at Chestnut Street and Avery Square currently allows a higher density for multi-family housing than the Base Plan. Ms. Espada discussed the units allowed under the existing and the proposed. There are 775 existing units with an existing zoning capacity of 1,019 and 1,636 with an overlay special permit. The Base Compliance Plan capacity is 1,870 and the Base Compliance likely build is about 441 with 775 already built. She gave a scenario comparison of the different districts and showed the locations of the areas. She noted the existing and the Base are similar. She reviewed what the Base Compliance Plan includes in each district and the differences between the existing and the base.

Ms. Espada noted the Site Plan Review process has been reviewed by the Planning Board with a public hearing process. The Planning Board cannot deny a permit that complies with zoning because multi-family is allowed as of right. The Planning Board can apply limited, reasonable conditions such as modifying lighting, adding fencing, reviewing storm water

designs, adjusting parking layouts and other structural elements. Conditions cannot unreasonably interfere with or prohibit the project. The projects need to comply with all town codes and regulations. She reviewed additional site plan review standards. These include assuring the buildings are designed with regard to relationship to open spaces, existing buildings and other community assets, address all collection and storage areas for refuse, assure adequate water, sewer and utilities, pedestrian and vehicle movement with and outside the site and includes construction management standards. Housing affordability is 12.5% of all new units in buildings with 6 or more units. She showed existing multi-family housing and examples of multi-family housing which includes townhomes, 3-4 story multi-family, denser single-family homes and live work townhomes. How many stories allowed in each district was also reviewed. Ms. Espada opened the meeting for public comment.

Ted Yablonski, of 82 Old Farm Road, has been here since 1958. He noted one chart showed the acres going from 50 acres to 100 acres. He asked if that was mandatory. Ms. Espada noted the minimum required due to the lots, the land you have and the district. Ms. Newman stated they had to reach a unit capacity of 1,784 units. Mr. Yablonski asked if 100 acres accomplished that. Ms. Newman stated it actually accomplishes 1,870 units as they took advantage of the existing corridor. Mr. Yablonski commented it would be nice to get handouts. He asked if the existing housing helps to meet the minimum requirement. Ms. Espada stated it does help. She commented the presentation is on line for everyone to see.

Robert Zoletti, of 35 Hemlock Street, stated he watched the presentation on line and is ok with what was presented. He is not sure what the proposal that was being sent to the state was. Is it true the town has gone from meeting the requirements to exceeding them? Ms. Espada stated last year the Planning Board sent the Base Plan and Neighborhood Plan to the state. Both went to Town Meeting and were approved. It was agreed both plans complied. There was a referendum and it was voted to revoke the Neighborhood Plan. It was agreed to take the Base Plan back to Town Meeting.

Mr. Alpert noted the Board is presenting the Base Plan that was presented to the town back in October and was approved at Town meeting. The Neighborhood Plan was passed also but rejected by referendum. The Base Plan has not changed since October. On the Article Overview page, the requirement by statute was a minimum of 50 acres with a unit capacity based on town population of 1,784 units and a density of 15 units per acre. The Base Plan has a little over 1,870 and is spread over 100 acres. The statutory requirements do not take into account what we have on the ground. It is just based on numbers, population of the town and the number of acres in town. This was how they could fit it in the physical contours of the town and still meet the requirements.

Mr. Block noted the state already recognized the Base Plan was compliant. Towns have until July to submit an action plan. The town has achieved interim compliance with the state. The plan is to take a vote on the Plan and recommend this language to Town Meeting. Town Meeting in May will hopefully vote for it and then the town will be in full compliance. He asked, of the 1,870 units, how many are already existing. Ms. Newman noted 775 are already existing. Mr. Block noted they are talking a potential for 900 additional units. Mr. Zoletti hopes all Town Meeting members take this seriously and show up and vote. Ken Buckley, of 221 Warren Street, stated there is contradictory information between the presentation and the law that has to do with the notion of infrastructure, such as sewer. The regulations say a developer has no obligation to pay for anything regarding infrastructure and the town is under no obligation to do infrastructure. It says under site plan review the Board cannot deny the plan if it does not have enough infrastructure. Ms. Espada stated the Town Engineer said the town has enough capacity for the proposals.

Assistant Town Manager Katie King stated the building cannot get an occupancy permit unless it shows it can meet all codes and requirements. The applicant would have to pay to tie into the system at their expense. Mr. Buckley commented no one said along the process there is enough capacity. An assumption was made in the regulations that someone would pay but there is nothing requiring anyone to do anything around infrastructure. Mr. Alpert stated, personally, as a lawyer who read this statute, Mr. Buckley is right. It is a catch 22. The Commonwealth has decided the towns need to figure it out. Someone needs to go back to the state and say they have put them in an untenable position. As a lawyer he does not know how to answer the question. He feels this will take years. Mr. Buckley stated lawsuits are coming. This is an unfunded mandate. The town should go to the state and say they set a mandate but did not fund it. Mr. Alpert agreed it is an unfunded mandate.

Ms. Espada noted the Town Engineer said the town had enough capacity for the Neighborhood Plan. Mr. Block stated the Town Engineer conducted a survey of capacity of the system and he heard testimony tonight that the capacity has been determined and the zoning tonight allows for a number of units under that. A developer has to demonstrate to the Town there is enough capacity for their development. The developer is obligated to tie into the water/sewer on site. The Board is not shy to raise issues. He is satisfied as a matter of practice they have to comply. This is a theoretical discussion. Mr. Buckley stated it would have been a simple matter for the Town to publish sewer capacity and that never happened. These regulations are not the old regulations. The Board cannot deny a permit for things off site. They could under the old rules but these are new rules. He has not seen numbers that leaves him walking away satisfied. Mr. Zoletti asked about the Muzi site and was informed it was more than a half mile away.

Bill Lenahan, of 189 Nehoiden Street, stated there is a reduction in the minimum parking spaces per unit. He asked how that is sufficient. There is a gross lack of parking in town. Ms. Newman stated there were 2 recent parking studies done. They looked at actual demand and measured parking capacity in parking lots. They recommended a lower standard than the town had. The town felt it was appropriate to reduce from 1.5 spaces per unit down to 1.0 space per unit. Mr. Block stated, in addition to the study, the concept is to promote transit-oriented locations and get cars off the roads. Mr. Lenahan stated that it is sad fiction but Mr. Block noted it is a policy choice. Ms. Espada noted due diligence was done. Mr. Lenahan stated if 2-bed units are offered there would be kids in the mix and they would not take the MBTA. Mr. Block reiterated the unit would only be allowed one car. Ms. Espada stated that is a minimum. Mr. Alpert noted the Commonwealth passed this statute to encourage people to take transit. The marketplace is going to decide. If the marketplace says 2 cars the developer will put in 2 spaces for each unit. Mr. Lenahan asked if there are any means of giving preference to town employees in the Base Plan. Ms. Espada informed him no incentives or preferences can be put in for age or workforce. Mr. Alpert noted there is a 12.5% affordable provision.

Upon a motion made by Mr. Alpert, and seconded by Mr. McCullen, it was by a vote of the five members present unanimously:

VOTED: to close the hearing.

Mr. Alpert raised the question if the members would like to discuss and vote tonight or wait until the next meeting. Ms. Newman noted there is only one change in the definition. In the draft, she would remove workforce housing. Mr. Block noted this is referred to as the Base Plan. He feels it should just be called the MBTA Compliance Plan. Mr. Crocker stated people are used to hearing Base Plan. Ms. Newman stated it is just in the title to the Article and not used in the zoning itself. Mr. Alpert stated it is only in the heading in the "Base Compliance Plan." He has no problem with that change. The issue with taking out the definition is this has been blessed by the Commonwealth. Leaving it in does not create any harm since it is not being used.

Upon a motion made by Mr. McCullen, and seconded by Mr. Alpert, it was by a vote of the five members present unanimously:

VOTED: to recommend moving forward with the zoning as proposed with removal of the parenthetical reference to the Base Plan in the title.

Upon a motion made by Mr. Alpert, and seconded by Mr. Crocker, it was by a vote of the five members present unanimously:

VOTED: to recommend to Town Meeting they pass these 2 Warrant Articles.

Report from Planning Director and Board members

Ms. Newman stated she is working with the Town Engineer and Town Counsel to do a preliminary draft zoning of the flood plain. She anticipates having a draft Article in front of the Planning Board at the next meeting and it would need to be referred to the Select Board at that time. One is to the regulatory framework and one is updating the FEMA map lines. The Board discussed the upcoming meeting schedule and agreed to cancel the 3/4/25 meeting. Mr. Crocker stated the Large House Review Committee is looking at non-conforming lots and will be moving onto conforming lots. After that the committee will process. They will be doing house tours. The Committee will look at 11 sample houses and give recommendations before the next meeting on 3/3/25.

Correspondence

There is no correspondence.

Upon a motion made by Mr. McCullen, and seconded by Mr. Crocker, it was by a vote of the five members present unanimously:

VOTED: to adjourn the meeting at 8:10 p.m.

Respectfully submitted,
Donna J. Kalinowski, Notetaker

Artie Crocker, Vice-Chairman and Clerk

NEEDHAM PLANNING BOARD MINUTES

February 25, 2025

The Needham Planning Board meeting, held virtually using Zoom, was called to order by Natasha Espada, Chairman, on Tuesday, February 25, 2025, at 7:00 p.m. with Messrs. Crocker, Alpert, Block and McCullen, Planner, Ms. Newman and Assistant Planner, Ms. Clee.

Ms. Espada noted this is an open meeting that is being held in a hybrid manner per state guidelines. She reviewed the rules of conduct for all meetings. This meeting does not include any public hearings and public comment will not be allowed. If any votes are taken at the meeting the vote will be conducted by roll call.

Discussion and Vote to submit to the Select Board Zoning By-Law and Zoning map change to Floodplain district.

Town Counsel Christopher Heep reported he received a notice from the federal government with updates to the mapping of the flood plains in town. New maps were sent and the town is required to update their flood plain maps. The requirements on how to regulate flood plains have changed. There is a notice to update the terms of the By-law in order to be consistent. The town has until July to comply. He noted there are professional staff at the state who are responsible for evaluating zoning amendments for consistency with federal law. Ms. Newman submitted the map to the state and asked for suggestions on what needed to be done to bring it into compliance. He included a list in the packet. The existing flood plain zoning is on the books. Ms. Newman stated she fixed discrepancies but did not update the packet. A public hearing has been scheduled for Thursday, 3/27/25. The Board needs to vote to send the Article to the Select Board so they can refer it back at their 3/11/25 meeting so the Planning Board can hold the public hearing on 3/27/25.

Upon a motion made by Mr. McCullen, and seconded by Mr. Alpert, it was by a vote of the five members present unanimously:

VOTED: to send the Article to the Select Board for referral back to the Planning Board.

Minutes

Upon a motion made by Mr. McCullen, and seconded by Mr. Block, it was by a vote of the five members present unanimously:

VOTED: to approve the minutes of 1/21/25.

Upon a motion made by Mr. McCullen, and seconded by Mr. Block, it was by a vote of the five members present unanimously:

VOTED: to approve the minutes of 2/4/25.

Correspondence

Ms. Espada noted the following correspondence for the record: a memo from Nathan Carlucci, the MBTA Communities Compliance Coordinator, noting approval of the Action Plan submitted on 1/24/25 and an email from David Hruska, dated 2/2/25, including an article on the housing crisis.

Report from Planning Director and Board members

Ms. Newman noted she had submitted the Action Plan to the state, it was approved and the town is now in compliance. It is on the Warrant for the Annual Town Meeting. The Floodplain zoning is being coordinated with DCR. Now that it is voted she will send it to DCR to look at to make sure all is accomplished so they can do a preapproval. Mr. Block stated, with regard to Wrentham, a determination was made by the Office of the Auditor. Mr. Alpert noted the Attorney General said the next day the Auditor was wrong. Mr. Block asked what the significance is. Mr. Alpert stated he is not up on this,

but he had a talk with Ron Ruth and they agreed it was an unfunded mandate. He looked up unfunded mandates and it is not clear. Mr. Alpert noted the Wrentham Case cites a case he took a quick look at. It seems the only recourse towns have for unfunded mandates is to go to the Superior Court to get a court order for the Commonwealth to pay for it. Then it is a town by town decision to fund the mandate. He is not sure how much that would cost. Mr. Block is not sure if a developer has the option to compel the state to pay for infrastructure if it was required. Mr. Alpert does not think a private party can.

Mr. Alpert noted there was a meeting last night of the Town Manager Search Committee in Executive Session. They had multiple resumes, some excellent. There is an excellent consultant coordinating this. He knew a lot of applicants personally which was good. The Committee chose a number of applicants to interview. That will be done on one day. At the end of the day, the members will determine which to send to the Select Board. The Committee wants to send 3, 4 or 5, then it will become public at that point. Ms. Espada asked if there was a diverse pool and was informed it was very diverse. Mr. Block asked, as the Planning Board representative on the Committee, what criteria is most important to Mr. Alpert. Mr. Alpert stated he is not really looking at it from the Planning Board point of view. It has in the Needham Charter criteria that is strict. The applicants need at least a Bachelors degree in town governance and preferably a Masters degree and have extensive experience already in town government. The Town needs someone with experience. Mr. Block asked Mr. Alpert what experience is most important to him. Mr. Alpert feels someone who has already been a Town Manager in a relatively large size town. He is looking for another Kate Fitzpatrick. Is the person a politically motivated person or focused on just getting the job done.

Ms. Espada noted the 3/4/25 meeting has been canceled and stated there are a lot of upcoming meetings. Mr. Crocker noted the Large House Committee had its 4th meeting. They have analyzed 15 houses and filled out a survey form on observations of the houses. Ms. Clee is putting together a matrix to pull all responses together. The working group is meeting Thursday to review. Monday the group will try to figure out how to measure houses for bulk. All the houses were visited separately and the members will talk about it Monday night. Mr. Block would like a summary of the research conducted by other towns for dimensional regulations. Mr. McCullen asked if there has been more conversation toward looking at a fiscal impact analysis. Mr. Crocker stated that is a line on the agenda. They are forming another working group to look at the fiscal analysis. Mr. McCullen asked if that would include an external consultant. Ms. Newman stated the group will discuss that and make a decision. Mr. Alpert asked if Mr. Crocker was trying for something for the Fall Town Meeting. Mr. Crocker stated that is the goal but he would let the facts dictate when they can effectively bring something to Town Meeting. Mr. Alpert stated, if looking for a fiscal impact, he feels they would reasonably be looking at May 2026. He commented the 4/1/25 meeting will be his last meeting. Mr. McCullen asked if the members had thought about what the statement would be for the May Town Meeting with regard to Large Houses. Mr. Crocker stated that is also a line item for the Large House Committee. They will need a report ready for the May Town Meeting. There will be a summary of what they are looking at and how they are looking at it.

Upon a motion made by Mr. Crocker, and seconded by Mr. Block, it was by a vote of the five members present unanimously:
VOTED: to adjourn the meeting at 7:30 p.m.

Respectfully submitted,
Donna J. Kalinowski, Notetaker

Artie Crocker, Vice-Chairman and Clerk

**PLANNING BOARD PUBLIC
HEARINGS
2025 SPRING ANNUAL TOWN
MEETING ZONING ARTICLES**

Notice is hereby given that the **Dedham Planning Board** will hold public hearings in accordance with the provisions of M.G.L. Chapter 40A, s.5, in the O'Brien Meeting Room of Dedham Town Hall, 3rd Floor, 450 Washington Street, on **Wednesday, March 12, 2025 at 6:00 p.m.**, to consider the following proposed amendments to the Dedham Zoning Bylaw.

If you are unable to participate, but would like to comment or have questions, or would like to request text/maps of the proposed amendments, please email rosenberger@dedham-ma.gov, call 781-751-9240. The text of the proposed amendment is available to review via Dropbox: <https://bit.ly/PBSpringTM2025>

ARTICLE FIFTEEN: *By the Planning Board.* To see if the Town will vote to amend the Dedham Zoning By-Laws, Chapter 280 of the Town Code, to regulate and define Accessory Dwelling Units, as follows:

1. Amend Section 280-10, Definitions, to strike the existing definition of "Accessory Dwelling Unit" and insert in its place the following:

ACCESSORY DWELLING UNIT

A self-contained housing unit, inclusive of sleeping, cooking, and sanitary facilities located on the same lot as a principal dwelling, either attached or detached from the principal dwelling and accessory to that dwelling, that maintains a separate entrance, either directly from the outside or through an entry hall or corridor shared with the principal dwelling sufficient to meet the requirements of the state building code for safe egress.

2. Amend Section 280-7.7 Special Residential Regulations, to insert the underlined text and delete the ~~striktthrough~~ text, as follows:

§ 280-7.7 ~~Special residential regulations~~ Accessory Dwelling Units.

A. Purpose

The purpose of providing for Accessory Dwelling Units include:

- Provide a place for adult children, aging parents or other relatives to stay and live; and
- Provide additional rental income for property owners, which can help offset maintenance and repair costs.

B. Requirements for all ADU's

An Accessory Dwelling Unit (ADU) shall meet the following requirements:

- (1) An ADU shall comply with the dimensional requirements applicable to single family detached houses for the zoning district in which the ADU is located as set forth in Article IV of the Zoning By-laws. For purposes of applying such requirements, both attached and detached ADU's shall be considered part of the principal dwelling to which they are accessory, and not as a separate accessory structure.

- (2) The ADU may not be maintained in separate ownership from the principal dwelling, and may not be rented or occupied as a "short-term rental" as that term is defined in G.L. c.64G, §1.
- (3) An ADU shall not consist of a trailer or other structure mounted on a permanent chassis.

C. Requirements for ADUs allowed by-right

- (1) One (1) Accessory Dwelling Unit not larger in gross floor area than one-half the gross floor area of the principal dwelling or nine hundred square feet, whichever is smaller, and meeting the requirements of this bylaw, is allowed by right as accessory to a principal dwelling in each zoning district where single-family detached houses are allowed.
- (2) Where the principal dwelling is nonconforming, the ADU shall in addition meet the requirements of Section 280-3.3, provided that when a determination is required that the ADU will not be substantially more detrimental than the existing nonconforming structure to the neighborhood, such determination will be made by majority vote of the Board of Appeals and shall not be subject to special permit criteria.
- (3) One off-street parking space shall be provided and designated for each ADU, provided that where an ADU allowed by right is located within 0.5 miles from a commuter rail station, subway station, ferry terminal or bus station, no parking space shall be required. Such parking space shall be created in conformance with all applicable dimensional requirements and screened appropriately from abutting properties.

D. Requirements for ADUs allowed by Special Permit

~~An accessory dwelling unit may be created by Special Permit from the Board of Appeals in Single Residence A and Single Residence B upon the determination that all of the following conditions have been met.~~

One (1) Accessory Dwelling Unit having a gross floor area greater than one-half the gross floor area of the principal dwelling or nine hundred square feet, whichever is smaller, and meeting the requirements of this bylaw, may be allowed in each zoning district where single-family detached houses are allowed by-right, by special permit issued by the Board of Appeals as accessory to a principal dwelling consisting of a single-family detached house in accordance with the Use Regulation Table of these By-laws, subject to the following additional requirements:

- ~~A. No more than one such accessory dwelling unit shall be allowed per lot.~~
- ~~B. The lot on which the dwelling unit is located contains at least 10% greater land area than required by the dimensional regulations for its district.~~
- C.(1) The proposed dwelling unit is accessory to the principal residence and either the proposed ADU or the principal residence is occupied by the owner of the lot on which the ADU is located.

- ~~D. The proposed dwelling unit shall be designed for two person and shall not be occupied by more than two persons.~~
- ~~E. The building in which the proposed dwelling unit is to be located existed on the date of the adoption of this subsection of the Bylaw. The Special Permit, if granted, shall clearly state that it is not transferable to a purchaser of the lot, and shall require, as a condition of its validity, that a certified copy of the permit be filed with the Registry of Deeds by the applicant.~~
- ~~F. Exterior alterations required to meet applicable building, fire, or health codes are permitted and must be designed to conform to the architectural integrity of the structure and the residential character of the neighborhood.~~
- H.(2) The accessory dwelling unit created shall be a minimum of 350 square feet and a maximum gross floor area of 1,000 square feet or 33% of the gross floor area of the principal dwelling, whichever is less.
- I.(3) One parking space shall be provided and designated for each accessory apartment established in addition to the prior requirements for the property for an ADU. Such parking space shall be created in conformance with all applicable dimensional requirements and screened appropriately from abutting properties
- ~~J. Alterations to the building dwelling unit shall be designed to be compatible with the surrounding residential district, and shall not create a second entrance in the front of the building.~~
- ~~K. The Board shall review and approve the septic system on site as part of the approval process.~~
- ~~L. Any Special Permit granted pursuant to this section shall require that the applicant request certification of the permit every three years, and failure to request such certification shall cause the permit to lapse.~~

The Board of Appeals may waive compliance with any of the above special permit requirements upon its written determination that compliance is impractical or unfeasible and that such waiver is consistent with the intent and purpose of this bylaw.

3. Amend Section 280-3.3 Nonconforming Uses and Structures, subsection E., to insert the underlined text as follows:

- E. Nonconforming single and two family residential structures.

Nonconforming single and two family residential structures may be reconstructed, extended, altered, or structurally changed upon a determination by the Building Inspector that such proposed reconstruction, extension, alteration, or change does not increase the nonconforming nature of said structure.

- (1.) The following circumstances shall not be deemed to increase the nonconforming nature of said structure:
- (a) Alteration to a structure located on a lot with insufficient area which complies with all current setback, yard, building coverage, and building height requirements.
 - (b) Alteration to a structure located on a lot with

insufficient frontage which complies with all current setback, yard, building coverage, and building height requirements.

- (c) Alteration to a structure which encroaches upon one or more required yard setback areas, where the alteration will comply with all current setback, yard, building coverage, and building height requirements.
- (d) Addition of an ADU on a lot with insufficient area or frontage improved by a principal residence, or that is accessory to a principal residence encroaching upon one or more required yard setback areas, that complies with all current setback, yard, floor to area ratio, building coverage, and building height requirements for a principal residence.

or take any other action relative thereto.

Referred to Planning Board for study and report.

ARTICLE SIXTEEN: *By the Planning Board.* To see if the Town will vote to change the zoning district designation of the below-listed parcels to General Residence, and amend the Zoning Map of the Town of Dedham accordingly, as follows:

From zoning district designation split between General Residence/General Business – Map 14, Parcels 9, 10, 24, 30, 31; and Map 55, Parcels 7, 10, 44, 46, 86, 91, 92;

From zoning district designation split between General Residence/Limited Manufacturing A – Map 39, Parcels 49, 57, 63; and Map 55, Parcels 33, 36;

From zoning district designation split between General Residence/Local Business – Map 24, Parcels 77, 80; and Map 39, Parcel 43; and

From zoning district designation split between General Residence/General Business/Local Business – Map 24, Parcel 85.

The Zoning Map changes for said parcels are shown on a map prepared by the Town of Dedham Geographic Information Systems (GIS) Division and available for review in the Office of the Town Clerk, or take any other action relative thereto.

Referred to Planning Board for study and report.

ARTICLE SEVENTEEN: *By the Planning Board.* To see if the Town will vote to change the zoning district designation of the below-listed parcels to General Business, and amend the Zoning Map of the Town of Dedham accordingly, as follows:

From Limited Manufacturing A – Map 39, Parcels 46, 47, 48, 59, 60, 62;

From zoning district designation split between Limited Manufacturing A/General Residence – Map 39, Parcel 45; and Map 55, Parcel 35;

From zoning district designation split between General Business/General Residence – Map 14, Parcels 1, 4, 5, 8, 28, 29; and Map 55, Parcels 42, 89, 90;

From zoning district designation split between General Business/Local Business – Map 14, Parcel 54; and

From zoning district designation split between General Business/Local Business/General Residence – Map 25, Parcel 3.

The Zoning Map changes for said parcels are shown on a map prepared by the Town of Dedham Geographic Information Systems (GIS) Division and available for review in the Office of the Town Clerk, or take any other action relative thereto.

Referred to Planning Board for study and report.

ARTICLE EIGHTEEN: *By the Planning Board.* To see if the Town will vote to change the zoning district designation of the below-listed parcels to Local Business, and amend the Zoning Map of the Town of Dedham accordingly, as follows:

From zoning district designation split between Local Business/General Residence – Map 25, Parcel 9;

From zoning district designation split between Local Business/General Business – Map 25, Parcel 4; and

From zoning district designation split between Local Business/General Business/General Residence – Map 25, Parcel 5.

The Zoning Map changes for said parcels are shown on a map prepared by the Town of Dedham Geographic Information Systems (GIS) Division and available for review in the Office of the Town Clerk, or take any other action relative thereto.

Referred to Planning Board for study and report.

ARTICLE NINETEEN: *By the Planning Board.* To see if the Town will vote to change the zoning district designation of the below-listed parcel to Single Residence B, and amend the Zoning Map of the Town of Dedham accordingly, as follows:

From zoning district designation split between Single Residence B /General Business – Map 55, Parcel 126.

The Zoning Map change for said parcel is shown on a map prepared by the Town of Dedham Geographic Information Systems (GIS) Division and available for review in the Office of the Town Clerk, or take any other action relative thereto.

Referred to Planning Board for study and report.

ARTICLE TWENTY: *By the Planning Board.* To see if the Town will vote to amend the definition of "Floor Area Ratio (FAR)" set forth in Section 280-10.1 of the Dedham Zoning By- Laws by deleting the text shown in ~~striketrough~~:

FLOOR AREA RATIO (FAR) -- The ratio of the net floor area to the gross area of the lot on which such building is located, ~~exclusive of land in Flood Plain districts or wetlands subject to General Laws Chapter 131, Section 40.~~

or take any other action relative thereto.

Referred to Planning Board for study and report.

ARTICLE TWENTY-ONE: *By the Planning Board.* To see if the Town will vote to amend the Dedham Zoning By-Laws, Section 280-8.1, Flood Plain Overlay District, by deleting the ~~striketrough~~ text and inserting the **bold underlined** text, and renumber existing subsections to incorporate said amendments, all as follows, and further to amend the Zoning Map to include the changes to the boundaries of said Flood Plain Overlay District made thereby:

8.1 FLOOD PLAIN OVERLAY DISTRICT

- C. Applicability. The Flood Plain Overlay District is herein established as an overlay district. The District includes all special flood hazard areas in the Town of Dedham designated as Zones A and AE on the Norfolk County Flood Insurance Rate Map (FIRM), dated ~~July 6, 2021~~ **July 8, 2025**, issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program (NFIP). The exact boundaries of the District are defined by the 100-year base flood elevations shown on the FIRM and further defined by the Norfolk County Flood Insurance Study report dated ~~July 6, 2021~~ **July 8, 2025**. The FIRM ~~Floodway Maps~~ and Flood Insurance Study report ~~are~~**is** incorporated herein by reference and are on file with the Town Clerk, Planning Board, Building Department, and Conservation Commission.
- H. Requirement to Submit New Technical Data. If the Town acquires data that changes the base flood elevation in the FEMA mapped Special Flood Hazard Areas, the Town will, within six months, notify FEMA of these changes by submitting the technical or scientific data that supports the change(s.) Notification shall be submitted to:
- FEMA Region I Risk Analysis Branch
~~Chief 99 High St., 6th floor, Boston, MA-~~
~~02110~~
- And copy of notification to:
- Massachusetts NFIP State Coordinator
MA Dept. of Conservation &
Recreation ~~251 Causeway Street~~
~~Boston, MA 02114~~
- O. Recreational Vehicles. In A1 and AE Zones, all recreational vehicles to be placed on a site must be elevated and anchored in accordance with the zone's regulations for foundation and elevation requirements or be on the site for less than 180 consecutive days or be fully licensed and highway ready.
- Q. Procedures. Any work within a FPOD shall require a Special Permit issued by the Board of Appeals. Notice of each such Flood Plain special permit application shall be given to

the Town Public Works Department, to the Town Administrator, the Board of Selectmen, the Board of Health, the Planning Board, and the Conservation Commission, as well as all other parties deemed necessary by the Board of Appeals.

- (1) The Board of Appeals, in hearing such application, shall consider, in addition to any other factors said Board deems pertinent, the following aspects with respect to flooding and FPOD zoning provisions; that any such building or structure shall be designed, placed, and constructed to offer a minimum obstruction of the flow of water; and that it shall be firmly anchored to prevent floating away.
- (2) ~~If any land in the FPOD is proven to the satisfaction of the Board of Appeals after the question has been referred to the Planning Board, the Conservation Commission, the Board of Health, and the Board of Selectmen, and reported on by all three boards or the lapse of 30 days from the date of referral without a report, as being in fact not subject to flooding or not unsuitable because of drainage conditions for any use which would otherwise be permitted if such land were not, by operation of this section, in the FPOD, and that the use of such land for any such use will not interfere with the general purposes for which FPOD have been established, and will not be detrimental to the public health, safety or welfare, the Board of Appeals may, after a public hearing with due notice, issue a permit for any such use. If an applicant feels that he has sufficient evidence to prove that an area identified as floodplain by FEMA is not subject to flooding, there are formal procedures which allow FEMA to review such individual cases and, if appropriate, remove the area in question from the floodplain.~~

S. Watercourse alteration and relocation. In cases where a project will alter or relocate a watercourse, the following must be notified:

- (1) Adjacent Communities, especially upstream and downstream.
- (2) Bordering States, if affected.
- (3) NFIP State Coordinator.
Massachusetts Department of Conservation and
Recreation 251 Causeway Street, 8th floor
Boston, MA 02114
- (4) NFIP Program Specialist
Federal Emergency Management Agency,
Region I 99 High Street, 6th Floor
Boston, MA 02110

or take any action relative thereto. *Referred to Planning Board for study and report.*

ARTICLE TWENTY-TWO: *By the Planning Board.* To see if the Town will vote to amend Table 2 (Table of Dimensional Requirements) of the Town of Dedham Zoning By-Laws by deleting the ~~striketrough~~ text and inserting the **bold underlined** text, as follows:

Table 2 – Table of Dimensional Requirements

	SRA	SRB	GR	LMA/LM B RDO/AP4	HB	LB	GB	CB
Minimum Frontage (feet)	125 ¹³	95	*1	150 ⁴	200 ⁴	N/A	N/A ⁹	N/A ⁹
Minimum Lot Area (square feet)	40,000	12,500	*1	1 acre ⁴	1 acre ⁴	12,500	N/A ⁹	N/A ⁹
Minimum Lot Width as percentage of required Minimum Frontage	70 ^{12,13}	70 ¹²	*1 ¹²	70	70	70	N/A ⁹	N/A ⁹
Minimum Front Yard (feet)	25	25	20	30 ¹¹	30	20 <u>5</u>	*2 <u>5</u>	*2
Minimum Side Yard (feet)	25 ⁵	15 ⁵	15 ⁵	15 ¹¹	20	15 ⁶	N/A	N/A
1-st. Det. Accessory Building ¹⁵	5	5	5	15	15	5	N/A	N/A
Minimum Rear Yard (feet)	25 ⁵	25 ⁵	25 ⁵	25 ¹¹	25	25	N/A	N/A
1-st. Det. Accessory Building	5	5	5	25	25	20 ⁷	N/A	N/A
Maximum Lot Coverage ⁸ (%)	30	30	30	50	40	40 <u>80</u>	80	80
Maximum Floor Area Ratio	.15 ¹⁴	.5 ¹⁴	0.9	.35 ¹⁰	0.35	0.4 <u>1.5</u>	0.4 <u>1.5</u>	2.4
Space between Buildings (feet) for buildings erected, moved, or added after January 22, 1990	10	10	10	15	15	10	15	N/A

Or take any other action relative thereto. *Referred to Planning Board for study and report.*



City of Newton **Legal Notice**

Wednesday, February 26, 2025

A Public Hearing will be held on Wednesday, February 26, 2025, at 7:00PM in Room 204, Newton City Hall, 1000 Commonwealth Ave, Newton, MA, before the PLANNING & DEVELOPMENT BOARD AND ZONING & PLANNING COMMITTEE of the Newton City Council for the purpose of hearing the following petition at which time all parties interested in this item shall be heard. Notice will be published Wednesday, February 12, 2025, and Wednesday, February 19, 2025 in The Boston Herald, with a copy posted online and in a conspicuous place at Newton City Hall.

Please Note: This is a hybrid meeting that the public may access in-person or virtually via Zoom with the following link: <https://newtonma.gov.zoom.us/j/88292259975>, or call 1-646-558-8656 and use the Meeting ID: 882 9225 9975. The final agenda will be posted online on Friday, February 21, 2025 at: <https://www.newtonma.gov/government/city-clerk/city-council/friday-packet>. Please call the Clerk's Office at 617-796-1210 for more information.

Copies of the proposed changes, maps, and accompanying materials are available at the City Clerk's office or can be found online at <https://www.newtonma.gov/government/city-clerk/city-council/council-standing-committees/zoning-planning-committee>

#369-24 Requesting discussion and amendments to Accessory Dwelling Unit (ADU) Ordinance

HER HONOR THE MAYOR requesting discussion and amendments to Newton's Accessory Dwelling Unit (ADU) Ordinance for the purpose of consistency with the amendments to General Laws Chapter 40A and to amend other dimensional, design, and use requirements for ADUs.

6.7 Accessory Uses

6.7.1 Accessory ~~Apartment~~Dwelling Units (ADUs)

- A. **Intent.** Accessory ~~apartment~~Dwelling Units are an allowed accessory use where they are, by design, clearly subordinate to the principal dwelling unit, meeting the requirements of the following section.

Accessory ~~apartment~~Dwelling Units are intended to advance the following:

1. Diversify housing choices in the City while respecting the residential character and scale of existing neighborhoods;
2. Provide a non-subsidized form of housing that is generally less expensive than similar rental units in multi-family buildings;
3. Create more housing units with minimal adverse effects on Newton's neighborhoods;
4. Provide flexibility for families as their needs change over time and, in particular, provide options for seniors to be able to stay in their homes and for households with disabled persons; and
5. Preserve historic buildings, particularly historic carriage houses and barns.

- B. **Accessory ~~Apartment~~Dwelling Unit (ADU) Defined.** A separate dwelling unit located on a lot in a ~~Single-Family, Detached or a Two-Family, Detached building Residence, Multi Residence, or Business 1-4 district~~ or ~~in~~ a detached building located on the same lot as lot with a Single-Family, Detached or a Two-Family, Detached building, as which separate dwelling unit is an accessory ~~and~~ subordinate use to the primary residential use of the property, provided that such separate dwelling unit has been established pursuant to the provisions of this Sec. 6.7.1.

1. **Internal.** An accessory ~~apartment~~Dwelling Unit located within ~~a single or two-family~~ the principal dwelling unit.
2. **Detached.** An accessory ~~apartment~~Dwelling Unit not located within ~~a the~~ principal dwelling unit but is located in a separate detached accessory building.

C. **Rules for All Accessory ~~Apartment~~Dwelling Units**

1. No ~~A~~ accessory ~~apartment~~Dwelling Unit shall be held in separate ownership from the principal structure/ dwelling unit; ~~To permit redevelopment of existing office buildings into new office buildings.~~
2. No more than 1 accessory ~~apartment~~dwelling unit shall be allowed per lot;
- ~~3. The property owner or an indirect property owner must occupy either the principal dwelling unit or the accessory apartment. Indirect ownership includes but is not limited to a beneficiary of a trust holding record title to the property and a majority owner of the voting stock of a corporation or the membership units of a limited liability company holding record title to the property;~~
- ~~4. The total combined number of individuals residing in the principal and accessory dwelling units may not exceed the number allowed in the principal dwelling unit alone, under Sec. 3.4.2 and other applicable sections;~~
- ~~3. Notwithstanding anything to the contrary in the City of Newton Zoning Ordinance, Gross floor area, as used in this Sec. 6.7.1., is the sum of the areas of all stories of the building of compliant ceiling height pursuant to the Building Code, including~~

basements, lofts, and intermediate floored tiers, measured from the interior faces of exterior walls or from the centerline of walls separating buildings or dwelling units but excluding crawl spaces, garage parking areas, attics, enclosed porches and similar spaces. Where there are multiple Principal Dwellings on a lot, the gross floor area of the largest Principal Dwelling shall be used for determining the maximum size of the ADU.

~~5.4.~~ Where the ~~A~~accessory ~~apartment~~Dwelling Unit or the principal dwelling is occupied as a rental unit, the minimum occupancy or rental term shall be 30 days;

~~6.5.~~ No additional parking is required for the ~~A~~accessory ~~apartment~~Dwelling Unit. If parking for the accessory ~~apartment~~Dwelling unit is added, however, screening is required sufficient to minimize the visual impact on abutters, such as evergreen or dense deciduous plantings, walls, fences, or a combination;

~~7.6.~~ Before a Certificate of Occupancy is issued the property owner of any ~~A~~accessory ~~apartment~~Dwelling Unit shall record with the Registry of Deeds for the Southern District of Middlesex County, or with the land court, a certified copy of the decision or of the determination from the Commissioner of Inspectional Services granting the ~~A~~accessory ~~apartment~~Dwelling Unit and certified copies shall be filed with the Department of Inspectional Services, where a master list of ~~A~~accessory ~~apartments~~Dwelling Units shall be kept, and with the Assessing Department;

~~8.~~ When ownership of the property changes, the new property owner shall notify the Commissioner of Inspectional Services within 30 days, at which time the Commissioner of Inspectional Services shall conduct a determination of compliance with this Section 6.7.1 and with 780 CMR; and

~~9.~~ The property owner shall file with the Commissioner of Inspectional Services a sworn certification attesting to continued compliance with the requirements of this Section 6.7.1 and all applicable public safety codes. Such certification shall be filed annually on the first business day of January or upon transfer to a new owner as provided above, and the property may be subject to inspection.

D. Rules for Internal Accessory ~~Apartment~~Dwelling Units

1. An internal accessory ~~apartment~~Dwelling Unit is allowed by right as a use accessory to a Single-Family, Detached building ~~and, a Two-Family, Detached building- or a residential building on a lot in Single Residence, Multi Residence, or Business 1-4 district.~~

2. An Internal Accessory ~~Apartment~~Dwelling Unit shall be ~~a minimum of 250 square feet and a maximum of 1,000 square feet or 33.50 percent of the total Habitable Space gross floor area in the principal dwelling, as defined in Sec. 8.3, whichever is less. The City Council may grant a special permit for a larger Internal Accessory Apartment up to 1,200 square feet or 40% of the~~

a. The total ~~Habitable Space gross floor area~~ is the sum of the ~~Habitable Space gross floor area~~ of the accessory unit and the principal unit with which it is associated.

b. ~~The City Council may grant a special permit for a larger Internal Accessory Dwelling Unit up to 1,200 square feet, except.~~

c. ~~Notwithstanding the forgoing, A an 1,200-square-foot internal ADU greater than 1,000 square feet and up to 12,000 square feet may shall be permitted by-right if the Certificate of Occupancy for the principal dwelling unit was granted at least constructed 4 or more years prior to the date of application for the Internal ADU permit to construct an ADU as evidenced by a certificate of occupancy for the original construction of the dwelling, or if there is other evidence of lawful occupancy, as determined by the Commissioner of Inspection Services, at least 4 years prior to the date of~~

such application, or, where no certificate is available, the owner provides other evidence of lawful occupancy of the existing dwelling on or before a date at least 4 years prior to the date of application;

~~2. Exterior alterations are permitted provided they are in keeping with the architectural integrity of the structure, and the look, character and scale of the surrounding neighborhood as viewed from the street, including, but not limited to, the following considerations:~~

- ~~a. The exterior finish material should be the same or visually consistent in type, size, and placement, as the exterior finish material of the remainder of the building;~~
- ~~b. The roof pitch should be consistent with the predominant roof pitch of the remainder of the building;~~
- ~~c. Trim should be consistent in type, size, and location as the trim used on the remainder of the building;~~
- ~~d. Windows should be consistent with those of the remainder of the building in proportion and orientation;~~
- ~~e. Exterior staircases should be designed to minimize visual intrusion and be complementary to the existing building;~~
- ~~f. The Commissioner of Inspectional Services, or the City Council in the case of a special permit, shall seek advice and counsel from the Director of Planning and Development and/or the Urban Design Commission where there is a question in the application of the above criteria. Where a building is determined to be of historic significance and therefore subject to the procedures required under Section 22-50(C)(4) of the City of Newton ordinances, or where a building is located within a local historic district and therefore subject to the procedures required under Sections 22-40 through 44 of the City of Newton ordinances, any decisions of the Newton Historical Commission, or the local Historic District Commission, shall take precedence over the criteria and procedures set forth above, but may be guided by them in addition to their own criteria and procedures.~~

~~3. Only one entrance may be located on the facade of the building facing a street unless the building had additional street-facing entrances before the accessory apartment was created, except by special permit.~~

E. Rules for Detached Accessory Apartments/Dwelling Units.

1. A Detached Accessory Apartment/Dwelling Unit is allowed by right as a use accessory to a Single-Family, Detached building ~~and, a Two-Family, Detached building, or a residential building on a lot in a Single Residence, Multi Residence, or Business 1-4 district.~~

~~4.3.~~ A Detached Accessory Apartment/Dwelling Unit shall be a ~~minimum of 250 square feet and a maximum of 91,200 square feet or 50% of the total Habitable Space/gross floor area~~ of the principal dwelling, whichever is less. ~~The City Council may grant a special permit for a larger Detached Accessory Apartment up to 1,500 square feet.~~

- ~~a. The total Habitable Space/gross floor area is the sum of the Habitable Space/gross floor area of the accessory unit and the principal unit with which it is associated.~~
- ~~b. The City Council may grant a special permit for a larger Detached Accessory Dwelling unit up to 1,500 square feet.~~

- ~~4. Except as provided for in this Section 6.7.1, a Detached Accessory Dwelling Unit is subject to the dimensional requirements for a Single Family, Detached building or the Principal Dwelling in the zoning district of the subject lot.~~
- ~~5. A Detached Accessory Dwelling Unit shall be included in the floor area ratio calculation for the lot.~~
- ~~6. A Detached Accessory Dwelling Unit that does not exceed 1.5 stories, or 22 feet in height, may provide reduced setbacks as follows: side and rear setbacks shall be no less than half the distance prescribed for the principal building, or 7.5 feet, whichever is greater is subject to the setbacks for accessory buildings in Sec. 3.4.3. Notwithstanding the forgoing sentence, the setbacks for a Detached Accessory Dwelling Unit not exceeding 1.5 stories may be reduced by special permit.~~
- ~~7. The A Detached Accessory Dwelling Unit must meet the separation requirements from the principal dwelling unit on the subject lot in compliance with Sec. 3.4.3.A.2.b.~~
- ~~5. Exterior alterations to an existing accessory structure or the creation of a new accessory structure are permitted provided they are in keeping with the architectural integrity of the existing structure and/or the principal dwelling on the lot and the residential character of the neighborhood. The exterior finish material should be the same or visually compatible in type, size, and placement, as the exterior finish material of the principal dwelling unit on the site. The Commissioner of Inspectional Services, or the City Council in the case of a special permit, shall seek advice and counsel from the Director of Planning and Development and/or the Urban Design Commission where there is a question in the application of this requirement. Where a building is determined to be of historic significance and therefore subject to the procedures required under Section 22-50(C) (4) of the City of Newton ordinances, or where a building is located within a local historic district and therefore subject to the procedures required under Sections 22-40 through 44 of the City of Newton ordinances, any decisions of the Newton Historical Commission, or the local Historic District Commission, shall take precedence over the criteria and procedures set forth above, but may be guided by them in addition to their own criteria and procedures.~~
- ~~6. The Detached Accessory Apartment must meet the separation requirements from the principal dwelling unit on the subject lot in compliance with Sec. 3.4.3.A.2.b.~~
- ~~7. A Detached Accessory Apartment shall be no nearer to any side or rear lot line than 7.5 feet or half of the distance prescribed for the principal building, whichever is greater, and no nearer to any front lot line than the distance prescribed for the principal building. Notwithstanding the forgoing sentence, the setbacks for a Detached Accessory Apartment may be reduced by special permit.~~
- ~~8. A Detached Accessory Apartment shall be included in the floor area ratio calculation for the lot.~~
- ~~9. Except as required above, a Detached Accessory Apartment is subject to the dimensional requirements of Section 3.4.3, Accessory Buildings. For the purposes of this section, the Commissioner of ISD may determine which lot line is the front or corner lots.~~
- ~~10-8.~~ Historic Carriage Houses and Other Historic Accessory Buildings. Under the following conditions, a Detached Accessory ~~Apartment~~Dwelling Unit in an historic accessory building ~~located outside of an historic district~~, may be allowed by right without requiring a special permit, and only subject to the rules in this subsection E.7.
 - ~~b.c.~~ The proposed Detached Accessory ~~Apartment~~Dwelling Unit will be located in a historic carriage house building or other historic accessory building such as an auto house, garage, stable, machine shop, or barn. To qualify

under this subsection E.7, the structure must qualify and be deemed as "historically significant" under Section 22-50 of the City of Newton Ordinances, The Demolition Review Ordinance, as determined by the Director of Planning and Development and the Chair of the Newton Historical Commission; and

~~c. The proposed Detached Accessory Apartment Dwelling Unit will be greater than 15 feet from an existing residential dwelling on an abutting property, except by special permit; and~~

d. Any exterior alteration of the building to permit the creation of the Detached Accessory ~~Apartment Dwelling Unit~~ will preserve the historic character and integrity of the building. Exterior alterations shall be subject to the jurisdiction of the Newton Historical Commission or local historic district commission.

F. **Invalidity Clause.** If it shall be determined by a court of competent jurisdiction that any provision or requirement of Sec. 6.7.1 is invalid as applied for any reason, the ~~remaining provisions of~~ Sec. 6.7.1 shall continue to be valid and enforceable to the fullest extent permitted by law ~~be declared null and void in its entirety~~.

From: [Gary Ajamian](#)
To: [Planning](#); [Office of the Town Manager](#); [Selectboard](#); [Louise Miller](#); [Planning Board](#)
Subject: Tuesday Agenda - March 18th, 7PM - Property located at 339 Chestnut Street, Needham, MA
Date: Monday, March 17, 2025 5:49:41 PM

Dear Select Board, Planning Board and Town Manager,

RE: 39 Chestnut Street, Needham, MA

I ask the Planning Board to urge the Zoning Board of Appeals to follow the normal bylaw procedures as closely as possible in considering the application for a comprehensive permit review for this proposal. The six-unit building, as designed, is too large for its lot, places parking in the front of the lot and asks to be exempt from landscaping bylaws.

We have a Big House Committee because we are concerned about oversized buildings that are out of scale with their lots. Similarly, we have a Tree Committee to address concerns about tree canopy loss and the impact of heat islands on our town. **These interests should be considered in the handling of every project.**

This project should not be exempt from appropriate town reviews—it must go through the established steps even if the process results in a single comprehensive permit. The project certainly should be reviewed by the Design Review Board as required by our bylaws. Allowing this development to bypass key reviews undermines thoughtful planning.

This section of Chestnut Street is part of a broader rezoning vision, and approving projects without proper oversight impacts future redevelopment and contradicts responsible planning. Site plan review and review by the Design Review Board ensures that projects are in accord with the best interests of the town. Without them, how can any thoughtful decision be made?

Please do not allow the sidestepping of processes intended to protect our town and insure all of our development goals are met.

Sincerely,

Gary Ajamian, TMM Precinct F
47 Meetinghouse Circle 