



Zoning Board of Appeals Meeting

Wednesday, March 26, 2025 at 7:00 PM
City Council Chamber, Administration Building,
149 Main St., Watertown, MA 02472

Agenda

Pursuant to Chapter 2 of the Acts of 2023, the meeting and public hearing will be conducted with remote opportunities for participation. In-person and remote participation and access methods include:

ACCESS INFORMATION:

- A. This meeting will be held on **March 26, 2025 at 7:00 PM**. Location: City Council Chamber, Administration Building, 149 Main St., Watertown, Massachusetts
 - B. The meeting will be televised through WCATV (Watertown Cable Access Television): wcatv.org/government
 - C. The Public may join the virtual meeting online: <https://zoom.us/j/606857230>
 - D. Public may join the virtual meeting audio only by phone: (877) 853-5257 or (888) 475-4499 (Toll Free) and enter Webinar ID: [606 857 230](https://zoom.us/j/606857230)
 - E. Public may comment through email: zba@watertown-ma.gov
 - F. Please Visit the Zoning Board of Appeals Website here: <https://www.watertown-ma.gov/228/Zoning-Board-of-Appeals>
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- 1. Administrative Business
 - A. Approval of Meeting Minutes--February 26, 2025
- 2. Continued Cases
 - A. **77 Forest St**-Petitioner requests a Special Permit Finding to allow a full second floor addition to the existing building within setbacks (front, sides and rear), which includes new siding, windows and doors. The project also includes a change of use from a non-conforming commercial use to an allowed by right single-family residence use with no onsite parking (existing nonconformity). [Link](#)
- 3. New Cases
 - A. **9-11-13 Boyd St**-Maksim Bolyasnyy, for The University Prints Building, LLC, requests a Special Permit for conversion of a portion of the first floor of a building from vacant/previously used office use into two residential units. The building also includes two existing residential units, and a daycare that received Site Plan Approval. [Link](#)
 - B. **Willow Park Development**- Redevelopment under Chapter 40B of the existing public housing into a mixed income rental apartment community consisting of 138 deed restricted affordable units distributed across three buildings (including 60 public housing units, as in the existing development). [Link](#)



CITY OF WATERTOWN
ZONING BOARD OF APPEALS
WATERTOWN ADMINISTRATION BUILDING
149 MAIN STREET
WATERTOWN, MASSACHUSETTS 02472

Melissa M. SantucciRozzi, Chairperson
David Ferris, Clerk
Christopher H. Heep, Member
Alexander Dale, Member
Sarah Baker, Member
Gregory Girard, Alternate
Samuel Odamah, Alternate

Telephone (617) 972-6427
Facsimile (617) 926-7778
www.watertown-ma.gov

MINUTES

On Wednesday evening, February 26, 2025, at 7:00 p.m. in the Council Chamber of the Administration Building, the Zoning Board of Appeals held a public hearing. The meeting and public hearing were conducted in a 'hybrid' format with options for public participation both in-person and via remote means, in accordance with applicable law.

Members in attendance (In-person): Melissa SantucciRozzi, *Chair*; Sarah Baker, *Member*; David Ferris, *Member*; Alexander Dale, *Member*; Samuel Odamah, *Alternate*; Greg Girard, *Alternate*;

Members Absent Chris Heep, *Member*;

Staff present (in-person): Gideon Schreiber, *Director of Planning and Zoning*; Sameena Pirani, *Administrative Specialist*; Matthew Neubacher, *Planner*; Tony Mancini *Zoning Enforcement Officer*;

Chair SantucciRozzi opened the meeting. She introduced staff, noted the members in attendance and reviewed the agenda and order of cases. She stated the alternate members voting for each petition. At her request, staff explained how the meeting and methods of participation from the public could be accessed remotely.

The motion to approve the January 22, 2025 meeting minutes was made by Member Ferris and seconded by Member Dale. Motion was approved (5-0) with Members Dale, Baker, Ferris, Girard, Odamah voting in favor. Chair SantucciRozzi abstained from voting as she was not present at the meeting.

Cases: 6 & 12 Church Hill St-Withdrawal without prejudice

Member Ferris moved to withdraw without prejudice. Motion was seconded by Member Dale. Motion was approved (5-0) with Members Dale, Baker, Ferris, Girard, and Chair SantucciRozzi voting in favor.

The above minutes represent only a summary of the public hearing. For a more detailed account of the meeting, please visit the Watertown Cable Access Corp channel at, vodwcatv.org/CablecastPublicSite/gallery/47?channel=3 where a video of the hearing can be viewed.

77 Forest St-Continuance to March 26, 2025

Motion to continue to the March 26, 2025 meeting was made by Member Ferris, seconded by Member Girard. Motion was approved (5-0), with Members Ferris, Baker, Dale, Girard and Chair Santucci-Rozzi voting in favor.

21 Berkeley St

Chair SantucciRozzi stated that Member Girard would be voting on this petition.

Member Ferris read the legal notice.

Architect Kerry Coyne representing Christine Cassidy, the petitioner, (attending remotely on Zoom), described the scope of the project and the relief sought. The petitioner had lived in Watertown for a few years, had kids attending the Watertown schools and was seeking the addition for an office space.

In reviewing the plans, Kerry Coyne stated that the addition would increase the building coverage by about three percent. Also, the new addition would come a little beyond the chimney in keeping with the neighbor's request to not block their view on their deck. The neighbor had reviewed the plans, including the shared wall and expressed their support for the project.

Chair SantucciRozzi noted the letters of support received from the neighbors.

After confirming that there were no public comments, Chair SantucciRozzi opened discussion to the Board.

Member Odamah asked about the project's challenges. Kerry Coyne stated that it was balancing the need for space, neighbor's considerations, and the zoning restrictions.

Member Baker asked if the renovation would unify the currently different external materials. Kerry Coyne confirmed that the rear would be all shingles and painted. There would be no changes in the front.

In response to Member Baker's question if other row houses in the neighbor had similar pop outs, Kerry Coyne confirmed that the pop outs were common. She was not sure if they had second story additions.

Petitioner Christine Cassidy stated that many houses in this neighborhood came all the way out on the second story and some had second floor decks. In effect, they were mirroring their neighbor's house.

Member Ferris noted the letters of support from the abutters. He was also pleased to hear that if approved, there would be more continuity in the external materials.

Chair SantucciRozzi clarified the dimensions noted on the plans. She confirmed that the new siding and the existing first floor siding would be consistent. She also confirmed that the increase in building coverage was from the overhang on the stairs.

Member Girard confirmed that rain water on the roof would be directed away from the steps.

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Following the resolution of comments and questions from the Board, Member Ferris made a motion to approve the application for a special permit finding for alterations to the non-conforming structure with conditions, as the requested relief meets the criteria set forth in the Watertown Zoning Ordinance. The motion was seconded by Member Dale. Motion was approved (5-0) with Members Dale, Baker, Ferris, Girard and Chair SantucciRozzi voting in favor.

136 Acton St

Member Ferris read the legal notice.

Architect Tom Timko representing the petitioners, Tim and Courtney Maguire described the scope of the project and the nature of relief sought. He said that the change from a cape to a Dutch colonial style would prevent the roof from being raised significantly.

After confirming that there were no public comments and noting the letter of support, Chair SantucciRozzi opened discussion to the Board.

Member Ferris complimented the design especially noting the clever way of addressing the massing. He confirmed the new siding and new windows. He also noted the absence of detailed dimensions, hoping that if approved, what would be built would match the proposed and these dimensions would be included in the construction documents.

Member Dale asked about the heating source, given the removal of the fireplace and chimney. Petitioner Tim McGuire stated that they had natural gas. They would not change the heating system. Similar to Member Ferris, he noted the absence of detailed dimensions.

Member Baker asked about the increase in impervious coverage. Tom Timko stated that this was primarily due to the addition. He also confirmed the construction would not impact the tree in the front of the house.

Member Odamah asked about access to the basement, any concerns expressed by neighbors, and the challenges in the design, especially adapting to the Dutch Colonial style.

Chair SantucciRozzi asked if the existing deck was included in the impervious coverage. She complimented the design, allowing increased space and improved façade.

Following the resolution of comments and questions from the Board, Member Ferris made a motion to approve the application for a special permit finding for alterations to the non-conforming structure with conditions, as the requested relief meets the criteria set forth in the Watertown Zoning Ordinance. The motion was seconded by Member Dale. Motion was approved (5-0) with Members Dale, Baker, Ferris, Odamah and Chair SantucciRozzi voting in favor.

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Motion to adjourn was made by Member Ferris, seconded by Member Dale. Motion was approved (5-0) with Members Dale, Baker, Ferris, Girard and Chair SantucciRozzi voting in favor.

The meeting ended at approximately 7:45 PM

MINUTES APPROVED:-----

DRAFT

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