



TOWN OF WINTHROP PLANNING BOARD
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MEETING MINUTES- JUNE 23, 2025

ATTENDANCE

Chris Boyce-Chair-Present
Honor Merceret-Absent
Sarah Jane Fourness-Present
Alyssa Gamble-Present
Jason Pollutro-Present

PROPERTIES DISCUSSED:

210 Winthrop Street:

This proposed multi-family residential building was discussed as a preliminary presentation. The project includes forty-two residential units, with the smallest at 581 sq. ft. and the largest at 1164 sq. ft.

The layout includes (12) 2-bedroom units and (30) 1-bedroom units. The building requires and provides 31 parking spaces. The applicant will be asking for height and number of stories variances for adjacency to Residential.

The Board suggested consolidating the two-building plan into one for better commercial space.

Attorney Delahanty summarized that the concepts needing further review/ revisions were:

- Re-examine the parking configuration.
- Activate ground floor via commercial spaces, and perhaps residence amenities like fitness
- Consult the Fire Department specifically regarding the courtyard area.
- Revisit the Variances that would be required from the BOA.
- Determine if the project is better as one (1) or two (2) buildings.

50 Somerset Ave:

This presentation of the project included adjustments to overhangs, traffic safety issues, and pedestrian traffic safety devices. The architect focused on improving the ground floor design and adding more fenestration.

Public Comment:

Concerns were raised about the building's impact on commercial spaces and the use of new building materials- raising the importance that the materials meet fire protection code standards.

Other concerns included feedback on the building's design, emphasizing the need for better architectural details and pedestrian access.

Planning Board Discussion:

Concerns were raised about the building's design, particularly the sharp corner at Somerset Ave, and the need to improve the architectural details and pedestrian experience. The Board also emphasized the importance of managing parking effectively. Additional screening on condenser units was also discussed.

The concepts needing further review/ revisions were:

- Parking spaces- stacked parking only for 2-bedroom units. Rework layout to determine if one more space can be achieved.
- Resolve corner condition in architectural massing as well as in material/ details.
- Additional details to the bays should be examined.
- Screen roof mechanical equipment.
- The uplighting should be revisited to ensure that it serves its purpose without disrupting the neighbors.

The board agreed to condition the approval of the project based on the applicant's response to the feedback. A motion was made and seconded to continue this project to the July 21, 2025, Meeting. All voted in favor.

63- 69 Putnam Street:

This project has been reduced to twelve (12) apartments with fourteen (14) parking spaces by the ZBA. Architect, Richard Bocelli, discussed the revised renderings, including a reduced story and changes in exterior materials. The team incorporated neighborhood feedback, transitioning from cementitious siding to mimic another project. Changes in stair entrance and bike room location were discussed. The building and a corner entrance were flipped to improve the building's appearance. The site plan includes a single curb cut and additional parking spaces in front of the existing building.

The civil plan, changes in landscaping were reviewed also. The conversion of the playground area to grass and the introduction of buffering with trees were presented.

The team reduced impervious areas to meet stormwater standards and added permeable pavers and a rubber membrane in the backyard.

Alternate elevations, removing horizontal bands and adjusting windows to meet owner preferences were reviewed. It was suggested to enhance verticality by aligning windows with vertical bays and adding soffits for shadow lines.

Simplifying the garage door design to reduce visual clutter was suggested.

The Board recommended combining windows vertically and using flat roofs to improve the streetscape along with reviewing the materials used, and the colors and finish. Parking and stormwater management are important gestures to the community.

A motion was made and seconded to approve this project pending approval of revised plans, including:

- Flat roofs
- Vertical connections on facades
- Screening condensers
- Smooth Lintels

All voted in favor.

181 Winthrop Street:

The Board approved the easement and plot plan. Attorney Christopher will draft the Decision Letter for the Chair's approval.

Discussion on Accessory Dwelling Units (ADUs)

A question about the maximum square footage for ADUs, noting a special permit path for up to 1200 square feet was raised. The by-right limit of nine hundred square feet, with a special permit option for larger units, was discussed. The Board considered recommending a limit on ADU size to the Town Council, to ensure it aligns with neighborhood standards. The Board discussed the language for the requirement of annual inspections of ADUs as being already covered by rental unit requirements and whether it was necessary.

Meeting Minutes Reviewed:

Meeting minutes that were pending were not reviewed at this meeting and will be continued to the July 21, 2025, meeting.