



TOWN OF WINTHROP PLANNING BOARD
1 Metcalf Square, Winthrop, MA 02152
[o] (617) 846-1852 x 1013

MEETING MINUTES: DECEMBER 15, 2025

PROPERTIES DISCUSSED:

- **67 Woodside Avenue-**

The Applicant, through the Eric Zackerson, Architect, introduced the project, which involves renovating the existing ground floor and adding two stories of residential space. The project includes four one-bedroom, one-bathroom units and four parking spaces. The site plan, highlighting the existing building and proposed changes were presented. The front facade will be removed and reshaped, and a new staircase will be added for the upper levels. The existing driveway will be used for parallel parking, with a fourth parking space in the rear. An easement with neighbors requires leaving a paved zone for their access, and a 140-square-foot area will be designated for snow storage.

The design changes include the addition of a fourth parking space and reconfiguring the inset off the sidewalk. The upper floor changes integrate a window on the right to improve the building's elevation. The main elevation from Woodside Avenue will have a good-sized retail presence and a residential entrance. The roof lines will be angled to soften the building's appearance, and the lowest level will be masonry, reusing existing walls. Renderings showing the brick facade, new windows, signage, and ornamental lights were shown.

Board Members provided feedback on the design, including the depth of the commercial space recess and the residential door's glass. Suggestions to change the roof line and adding a piece of glass to the residential door for better street presence were made.

Questions regarding the use of permeable pavers and the placement of bike racks were discussed. It was explained that the use of mini-split systems for heating and cooling and the placement of mechanical units on the flat roof.

The Board discussed the need for downlights and the possibility of dimming them for better control. The Board also considered the need for a privacy fence along the back of the property for security and safety.

The conditions for approval, including the removal of the half-dome feature, whitewashing the brick, and recording the easement were reviewed. These include: two cross-sections to verify the overhangs and the

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existing wall conditions and the inclusion of a glass element in the residential door and the installation of downlights.

A motion to approve the project is made and seconded. All voted in favor.

Meeting Minutes and Public Comment

- The Board discussed the need to review and approve the meeting minutes from the previous meetings- 10/20/25 and 11/17/25 and they were deferred to the January 26,2026 meeting.

A motion to adjourn was made and seconded. All voted in favor.

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