



Town of Arlington Zoning Board of Appeals Meeting Minutes

Date: 10/14/2025

Time: 7:30 pm

Location: Remote

Board Members in Attendance: Christian Klein, Roger DuPont, Patrick Hanlon, Venket Holi, Adam LeBlanc, and associate Bradley Baranowski.

Town Officials: Colleen Ralston

Docket Attendance: Robin and Manny Costa, David Bernbei, Ed McDonald, Andrew Burns

Chair's Introduction: Chairman Klein opened the meeting at 7:33 PM. After reading the rules for remote hearings and a roll call attendance, the meeting was underway. Mr. Klein noted that this meeting was being recorded by ACMI.

Administrative Items

- **Member Vote: Approval of Meeting Minutes 10/14/2025**
 - Mr. Klein moved for approval of the Meeting Minutes for 10/14/2025. The Motion was seconded by Mr. Hanlon and approved unanimously. The voting members were Mr. Dupont, Mr. Holi, Mr. LeBlanc, Mr. Hanlon, Mr. Baranowski, and Mr. Klein.
- **Member Vote: Approval of Zoning Board Meeting Schedule for 2026**
 - Mr. Klein moved for approval of the Meeting Minutes for 10/14/2025. The Motion was seconded by Mr. Hanlon and approved unanimously. The voting members were Mr. Dupont, Mr. Holi, Mr. LeBlanc, Mr. Hanlon, Mr. Baranowski, and Mr. Klein.

Hearings:

3864 37 Melrose Street (continued)

The applicants, Robin and Manuel Costa returned with revised, coordinated plans after addressing previous design issues related to the windows. The proposal includes building an addition at the rear of the house with a vertical shaft to accommodate a future elevator, allowing them to age in place. The board reviewed the elevation drawings, framing, and foundation

plans, noting that while the property is undersized and has existing nonconformities related to frontage, lot coverage, and setbacks, the proposed rear yard depth remains compliant.

The board discussed the site's nonconforming status and confirmed that the application requires a Section 6 finding due to the increase in gross floor area and nonconformities. To approve, the board must determine that the project is not substantially more detrimental than the existing condition. Criteria for a special permit were reviewed, including impacts on traffic, infrastructure, neighborhood character, and compliance with zoning intent. The Board found no adverse effects. The addition would not impact pedestrian safety or public systems, is located at the rear of the house, and fits the R2 district's intended use.

Public Comment

No public comments were submitted.

Findings and Conclusions:

The standard conditions for approval were outlined, including adherence to the approved plans, oversight by the building inspector, and ongoing board jurisdiction. The Board determined that the proposed use met all the necessary findings under Section 3.3.3 of the Zoning By-law. With no additional conditions proposed, a motion was made to close the hearing and proceed with approval of the application.

The Chair moved that the Zoning Board of Appeals for the Town of Arlington to close the hearing for #3864 37 Melrose Street. The motion was seconded by Mr. Hanlon and approved unanimously. The members voting were Mr. Dupont, Mr. Hanlon, Mr. Holi, Mr. LeBlanc, Mr. Baranowski, and Mr. Klein.

Docket # 3865 29 Hemlock St (continued)

The Board received a written request from the applicants to continue this hearing to the ZBA meeting on 12/9/2025, at 7:30 pm. Due to the length of the extension, it makes sense for the Board to request an extension of the hearing period. The applicants' letter agreed to an extension to whatever the Board feels is appropriate.

The Board granted the extension 12/31/2025 to accommodate a meeting on 12/9/2025 and the filing of the Decision with the Town Clerk.

Findings and Conclusions:

The Chair moved that the Zoning Board of Appeals for the Town of Arlington to extend the public hearing timeline for 3865 29 Hemlock St to Tuesday, December 31, 2025, at 7:30 pm. The motion was seconded by Mr. Hanlon and approved unanimously. The members voting were Mr. Dupont, Mr. Hanlon, Mr. Holi, Mr. LeBlanc, Mr. Baranowski, and Mr. Klein.

The Chair moved that the Zoning Board of Appeals for the Town of Arlington to continue the public hearing for 3865 29 Hemlock St to Tuesday, December 9, 2025, at 7:30 pm. The motion was seconded by Mr. Hanlon and approved unanimously. The members voting were Mr. Dupont, Mr. Hanlon, Mr. Holi, Mr. LeBlanc, Mr. Baranowski, and Mr. Klein.

3868 64 Webster Street

he applicant, Mike Bernbei of 64 Webster Street, appeared before the board seeking a special permit under Section 5.3.9.D of the zoning bylaw to extend his existing front porch by approximately six feet along the front of his house. He explained that the porch is currently in disrepair and that the proposed structure would remain open, not enclosed, on both levels. The board reviewed the submitted plot and elevation plans, confirming that the expansion would stay within the front yard setback and would not encroach toward the street. They also noted several existing nonconformities on the lot, including undersized frontage and lot area, but determined these were preexisting conditions unrelated to the porch proposal.

Board member Patrick Hanlon clarified for the record that while the board often sees requests to enclose porches, this application was strictly for an open structure. He emphasized that granting this permit would not imply future approval for enclosure, as that would require a separate application and review.

Public Comment

Steve Moore of Piedmont Street asked about the process if a future owner wished to enclose the porch, and the board confirmed that such a change would again require a special permit under the same section.

Findings and Conclusions:

The Board reviewed the general findings required for special permits, concluding that the proposal met all necessary criteria. Members agreed the open porch would not create traffic, safety, or visual issues, nor negatively affect neighborhood character. Mr. Hanlon added that the addition would blend seamlessly into the existing streetscape and likely go unnoticed as a change. The board expressed support for the project, noting that it maintains the traditional look of porches in the area and contributes positively to neighborhood engagement.

The Chair moved that the Zoning Board of Appeals for the Town of Arlington to close the hearing for #3868 64 Webster Street. The motion was seconded by Mr. Hanlon and approved unanimously. The members voting were Mr. Dupont, Mr. Hanlon, Mr. Holi, Mr. LeBlanc, Mr. Baranowski, and Mr. Klein.

3871 30 Whittemore Street

Mr. Klein noted that he had a conflict with this hearing due to a relationship with the applicant. He recused himself and Mr. Hanlon, Vice Chair, ran the hearing.

Ed McDonald, applicant for 30 Whittemore Street, presented a proposal to slightly expand his home. He plans to widen the first floor by five feet into the driveway area and to enclose an existing front porch to create a mudroom and bathroom. The house currently sits on a nonconforming lot with no usable open space, and the changes would modestly increase the building's footprint without altering the existing front setback. The board reviewed the plans and confirmed that the proposed modifications would increase the gross floor area but only minimally affect the overall nonconformity of the lot. The building commissioner determined that the degree of change was minor enough to be handled administratively and did not require a new special permit.

During discussion, board members noted that the house already encroaches slightly into the front yard setback, but the additional changes were considered minor.

Public Comment

Mr. Moore of Piedmont Street asked about the potential impact on the driveway and whether any opportunity existed to add permeable paving. Mr. McDonald clarified that construction would be limited to a small section of the driveway and that he would patch the asphalt afterward, with no major excavation planned.

Findings and Conclusions:

The Board evaluated the project against general zoning standards, finding that it would not create traffic, drainage, or safety issues, nor negatively affect the neighborhood's character. Members agreed that the addition would make the home more functional without imposing on adjacent properties.

There was discussion about maintaining the architectural identity of the enclosed porch, ensuring that it would still "read" as a porch rather than simply an extension of the house. Board member Mr. LeBlanc suggested adding trim and box molding under the mudroom window and vertical trim at the corner to visually separate the enclosed porch from the main façade.

Mr. LeBlanc wrote a condition for the design change. *The applicant shall add trim under the window at the enclosed porch area, and it shall be trimmed in material different than the siding and matching the bay window at the second floor directly above.*

These design changes were accepted by the applicant and added as a fourth condition to the approval. With no further comments or objections, the board closed the public hearing and agreed to draft a written decision reflecting the findings and conditions.

The Vice Chair moved that the Zoning Board of Appeals for the Town of Arlington to close the hearing for #3871 30 Whittemore Street. The motion was seconded by Mr. DuPont and

approved unanimously. The members voting were Mr. Dupont, Mr. Holi, Mr. LeBlanc, and Mr. Baranowski and Mr. Hanlon, Vice Chair.

Mr. Klein resumed as the Chair of the meeting.

3872 15 Foster Street, Unit #1

Andrew Burn, applicant for 15 Foster St, Unit #1 is asking for a special permit to enclose a porch under bylaw 5.3.9.D.

Mr. Burn asked for a continuance on the hearing until 10/28/2025, at 7:30pm.

Findings and Conclusions:

The Chair moved that the Zoning Board of Appeals for the Town of Arlington to continue the public hearing for 3872 15 Foster St, Unit #1, to Tuesday, October 28, 2025, at 7:30 pm. The motion was seconded by Mr. Hanlon and approved unanimously. The members voting were Mr. Dupont, Mr. Hanlon, Mr. Holi, Mr. LeBlanc, Mr. Baranowski, and Mr. Klein.

Adjourn:

Mr. Klein: At the conclusion of the evening's hearings, the Chair invited a motion to adjourn. Mr. Hanlon moved to adjourn the meeting. The motion was seconded by Mr. DuPont and approved unanimously. The voting members were Mr. Dupont, Mr. Hanlon, Mr. Holi, Mr. LeBlanc, Mr. Baranowski, and Mr. Klein.

The next ZBA meeting is scheduled for 10/28/2025.

Meeting Adjourn: 08:41 pm

Administrator's Note: The Meeting Minutes are a recap of the hearings and do not contain a great deal of information. Please see the Decision after it has been approved for greater detail of each hearing.