



CITY of MALDEN

SITE PLAN REVIEW COMMITTEE

Minutes of Regular Meeting

Meeting Date: May 26, 2026

Meeting Location: Malden City Hall, 215 Pleasant Street, Malden, MA, Mayor's Conference Room, 4th Floor

I. Call to Order. Nelson Miller, Building Commissioner, called the meeting to order at 6:12 pm.

II. Roll Call. Miller announced roll call:

Site Plan Review Committee members in attendance:

Miller, Nelson, Building Commissioner

Vlasuk, Laura, Director of Health & Human Services

Kathryn Bilgen, Board of Appeal Member

Site Plan Review Committee members absent: Pratt, Alex, Director of Office of Strategic Planning & Community Development

City Staff in attendance: Nancy Ward, Clerk, Inspectional Services

III. PUBLIC HEARINGS.

A. Site Plan Review for Accessory Dwelling Units. Section 12.32.030.D, MCC.

- 1) **615 Salem Street** (Parcel ID 135 652 209)/Permit Application #RES-075253-2026 / To construct an Accessory Dwelling Unit on the first floor of the existing single-family dwelling, at the property known and numbered 615 Salem Street, Malden, MA, and by City Assessor's Parcel Identification # 135 652 209.
- 2) **38 Park Street** (Parcel ID 074 260 024)/ Permit Application #RES-076688-2026 / To construct an Accessory Dwelling Unit on the second floor of the existing single-family dwelling, at the property known and numbered 38 Park Street, Malden, MA, and by City Assessor's Parcel Identification #074 260 024.

The notice of public hearing was read into the record by Ward.

Petitioner at **615 Salem Street** submitted the following plans and information:

1. Site plan, "Plot Plan 615 Salem Street, Malden, MA., Parcel ID: 135 652 209" dated February 16, 2026. Prepared by Scott Cerrato PLS, Cerrato Land Surveying, 51 Wareham Street, Medford, MA.
2. Set of plans, "Proposed Renovation to Michael DiMarino 625 {sic} Salem St, Malden, MA," dated April 6, 2026, prepared by Joseph Bettencourt, R.A., JMB Design Studio, 14 North Central St., Peabody, MA., that includes: Cover with photos (G-000), Existing and Proposed Floor Plans and Views- Proposed Basement Floor Plan and Proposed First Floor Plan (A-100), and Existing and Proposed Floor Plans and Views – Proposed Second Floor Plan and Proposed Attic Floor Plan (A-101).

The proposal is to construct an accessory dwelling unit on the first floor of the existing single-family dwelling. There are no structural modifications to the exterior proposed for the property. The first floor has direct access to the basement; the second floor has access by an exterior door. The utilities are in a shared space in the basement. The house is currently vacant and was previously occupied by a multi-generational family.

The Accessory Dwelling Unit will be approximately 872 square feet which is in the required space

allowed. The common spaces in the basement may be divided per unit.
The one- hour rated fireproofing will be installed between units and where required by code.
There are sufficient parking spaces currently, no parking issues foreseen, and none required for the accessory dwelling unit.

Presentation by petitioner: Taylor Donahoe, McGregor Law Group, 15 Court Square, Suite 660, Boston, MA., Joseph Bettencourt, Architect, JMB Design Studio, 14 North Central Street, Peabody, MA., and Marco Vittozzi, CSO, D3 Colonial Drive, Andover, MA.

The Committee opened the public hearing and received the following public comment:

In favor: None

In opposition: None

The Committee closed the public hearing.

Decision: The Site Plan Review Committee approved the application for Site Plan Approval of the proposed accessory dwelling unit as proposed with no conditions.

Record of Votes: On May 26, 2026, on the motion by Vlasuk, seconded by Bilgen, to approve the application for Site Plan Approval, the vote was three in favor, none opposed, and the motion passed (3-0): Vlasuk, yes; Bilgen, yes; Miller, yes.

Petitioner at **38 Park Street** submitted the following plans and information:

1. Set of Plans, "Existing Single Family with new ADU, 38 Park Street, Malden, MA," prepared by Jim Chen, Registered Architect, JC * BT Architect, 606 Washington Street, Quincy, MA, that includes:
 - a. Site plan, "Proposed Site Plan," (A1.0)" dated December 19, 2025
 - b. Title Sheet (A0.1) dated December 19, 2025
 - c. Existing Floor Plan – First Floor (A1.1) dated December 15, 2025
 - d. Existing Floor Plan – Second Floor (A1.2) dated December 15, 2025
 - e. Proposed Floor Plan – First Floor (A1.3) dated December 9, 2025
 - f. Proposed Floor Plan – Second Floor (A1.4) dated December 9, 2025
 - g. Existing Elevations (A2.1) dated March 10, 2025
 - h. Proposed Elevations (A2.2) dated March 10, 2025
 - i. Structural Details & Framing Plan (S1.0) dated December 19, 2025

The proposal is to construct an accessory dwelling unit on the second floor of the existing single-family dwelling. The new unit will be within the 900 square foot guidelines.

The house is an older home, and the owners want to improve the space by adding an additional dwelling unit on the second floor. They want to make it a safe space for extended family to occupy. The owners currently live there and will continue to live on the first floor. There is no basement in the back half of the house making the space above storage space only. Parking is available on the property.

The owners represented themselves.

The Committee opened the public hearing and received the following public comment:

In favor: None

In opposition: None

The Committee closed the public hearing.

Decision: The Site Plan Review Committee approved the application for Site Plan Approval of the proposed accessory dwelling unit as proposed with no conditions.

Record of Votes: On May 26, 2026, on the motion by Bilgen, seconded by Vlasuk, to approve the application for Site Plan Approval, the vote was three in favor, none opposed, and the motion passed (3-0): Bilgen, yes; Vlasuk, yes; Miller, yes.

V. Public Meeting.

No Minutes were Reviewed.

Next meeting: June 23, 2026

VI. Adjournment: 6:51 p.m. On the motion by Vlasuk, seconded by Bilgen, all voted in favor and the motion passed (3-0).

Nelson Miller, Chair