

NEEDHAM
ZONING BOARD OF APPEALS
AGENDA
Thursday, July 17, 2025 - 7:30PM

Charles River Room Public Service Administration Building 500 Dedham Avenue Needham, MA 02492	Also livestreamed on Zoom Meeting ID:820-9352-8479 To join the meeting click this link: https://us02web.zoom.us/j/82093528479
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Minutes Review and approve Minutes from June 12, 2025 meeting.

7:30 PM **62 Kimball Street** – Douglas Sherman, Applicant, applied for a Special Permit under Section 6.1.2 and any other section of the Zoning By-Law to allow for an additional third garage. The property is located at 62 Kimball Street, Needham, MA in the Single Residence B (SRB) zoning district.

7:30 PM* **60 Ellicott Street** - Zhe Zhu and Fang Guo, Owners, applied for a Special Permit to allow the extension, alteration, and enlargement of the lawful, pre-existing non-conforming single-family pursuant to Sections 1.4.6, 4.2.1(e) and any other applicable sections of the By-Law. The relief is associated with adding a second floor the total length of the non-conforming left side wall of the first floor which is 35” in length. The property is located in the Single-Residence B (SRB) zoning district

**Prior cases may delay the precise start time.*

Next ZBA Meeting – August 13, 2025

**NEEDHAM
ZONING BOARD OF APPEALS
MINUTES
THURSDAY, June 12, 2025 - 7:15PM**

Charles River Room Public Services Administration Bldg. 500 Highland Avenue Needham, MA 02492	Also livestreamed on Zoom Meeting ID: 820-9352-8479
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Pursuant to notice published at least 48 hours prior to this date, a meeting of the Needham Board of Appeals was held in the Charles River Room, Public Services Administration Building, 500 Dedham Avenue, Needham, MA 02492 on Thursday, June 12, 2025 at 7:30 p.m.

BOARD MEMBERS PRESENT: Jonathan Tamkin, Chair; Howard Goldman, Vice-Chair; Peter Friedenbergl, Associate Member Valentina Elzon, Associate Member

BOARD MEMBERS ABSENT: Nikolaos Ligris, Member

STAFF PRESENT: Daphne Collins, Zoning Specialist

ATTENDANCE: See attached Sign-In Form

Mr. Tamkin, Chair, presided and opened the meeting at 730 p.m.

1. MINUTES OF MAY 15, 2025

Mr. Goldman moved to approve the minutes of May 15,2025. Mr. Friedenbergl seconded the motion. The motion was unanimously approved.

**2. 99 WHITMAN ROAD
SPECIAL PERMIT**

APPROVED

Ms. Elzon moved to grant Jeffrey Gayman, Trustee of the Jeffrey Gayman Revocable Trust 2023, and Andrea Grayman, Trustee of the Andrea Gayman Revocable Trust 2023 a Special Permit to allow for one additional enclosed garage space within the accessory cabana/pool house under Section 6.1.2 of the By-Law. Mr. Goldman seconded the motion. The motion was unanimously approved. A written decision will be prepared.

Mr. Tamkin left the meeting at 8:40 p.m. prior to the opening of the next public hearing presided by Mr. Goldman, Vice-Chair.

3. 339 CHESTNUT STREET

COMPREHENSIVE PERMIT (LIP)

APPROVED

Mr. Friedenberg moved to issue a Comprehensive Permit /LIP to Needham Enterprises, LLC pursuant to MGL Chapter 40B, Sections 20 through 23 and 760 CMR 56.00, to allow the development of six rental units consisting of one one-bedroom unit and five two-bedroom units with 8 parking spaces; two units will be affordable. Ms. Elzon seconded the motion. The motion was unanimously approved.

The meeting adjourned at 8:06 p.m.

A summary of the discussions on each subject, a list of the documents and other exhibits used at the meeting, the decisions made, and the actions taken at each meeting, including a record of all votes, are set forth in a detailed decision signed by the members voting on the subject and filed with the Town Clerk. Copies of the Decisions are filed at the Board website linked here: <https://needhamma.gov/Archive.aspx?AMID=141&Type=&ADID=> or by contacting Daphne Collins, Zoning Specialist, dcollins@needhamma.gov or 781-455-7550, ext. 72261.

The hearings can be viewed at <http://www.needhamchannel.org/watch-programs/> and <https://www.youtube.com/@TownofNeedhamMA/videos>



ZBA Application For Hearing

Applicants must consult with the Building Inspector prior to filing this Application. Failure to do so will delay the scheduling of the hearing.

Applicant Information

Applicant Name	Douglas Sherman	Date:	6/23/25
Applicant Address	8 skylark Ave Plymouth Ma 02360		
Phone	7817067153	email	doug@dscarpentry.net
Applicant is ☐ Owner; ☐ Tenant; ☐ Purchaser; ☒ Other <u>contractor</u>			
If not the owner, a letter from the owner certifying authorization to apply must be included			
Representative Name	Douglas Sherman		
Address	8 Skylark Ave Plymouth Ma 02360		
Phone	7817067153	email	doug@dscarpentry.net
Representative is ☐ Attorney; ☒ Contractor; ☐ Architect; ☐ Other _____			
Contact ☒ Me ☐ Representative in connection with this application.			

Subject Property Information

Property Address	62 Kimball St.		
Map/Parcel Number	119-24	Zone of Property	SRB
Is property within 100 feet of wetlands, 200 feet of stream or in flood Plain? ☐ Yes ☒ No			
Is property ☒ Residential or ☐ Commercial			
If residential renovation, will renovation constitute "new construction"? ☒ Yes ☐ No			
If commercial, does the number of parking spaces meet the By-Law requirement? ☐ Yes ☐ No			
Do the spaces meet design requirements? ☐ Yes ☐ No			
Application Type (<i>select one</i>): ☒ Special Permit ☐ Variance ☐ Comprehensive Permit ☐ Amendment ☐ Appeal Building Inspector Decision			



ZBA Application For Hearing

Existing Conditions: 2 car garage

Statement of Relief Sought:

want to add a 3rd garage 10 x 8 as part of a 26x15'5 2 story addition

Applicable Section(s) of the Zoning By-Law:

6.1.2

If application under Zoning Section 1.4 above, list non-conformities:

	Existing Conditions	Proposed Conditions
Use	single res	single res
# Dwelling Units	1	1
Lot Area (square feet)	14414	14414
Front Setback (feet)	25.7	25.7
Rear Setback (feet)	58.9	43.4
Left Setback (feet)	24.8	24.8
Right Setback (feet)	26.8	18.8
Frontage (feet)	111.42	111.42
Lot Coverage (%)	14.69%	19.4%
FAR (Floor area divided by the lot area)	0.224	0.313
<i>Numbers must match those on the certified plot plan and supporting materials</i>		



ZBA Application For Hearing

Date Structure Constructed including additions:

2003 original construction presently building addition

Date Lot was created:

Submission Materials	Provided
Certified Signed Plot Plan of Existing and Proposed Conditions <i>(Required)</i>	x
Application Fee, check made payable to the Town of Needham Check holders name, address, and phone number to appear on check and in the Memo line state: "ZBA Fee – Address of Subject Property" <i>(Required)</i>	x
If applicant is tenant, letter of authorization from owner <i>(Required)</i>	
Electronic submission of the complete application with attachments <i>(Required)</i>	x
Elevations of Proposed Conditions <i>(when necessary)</i>	
Floor Plans of Proposed Conditions <i>(when necessary)</i>	

Feel free to attach any additional information relative to the application.
Additional information may be requested by the Board at any time during the
application or hearing process.

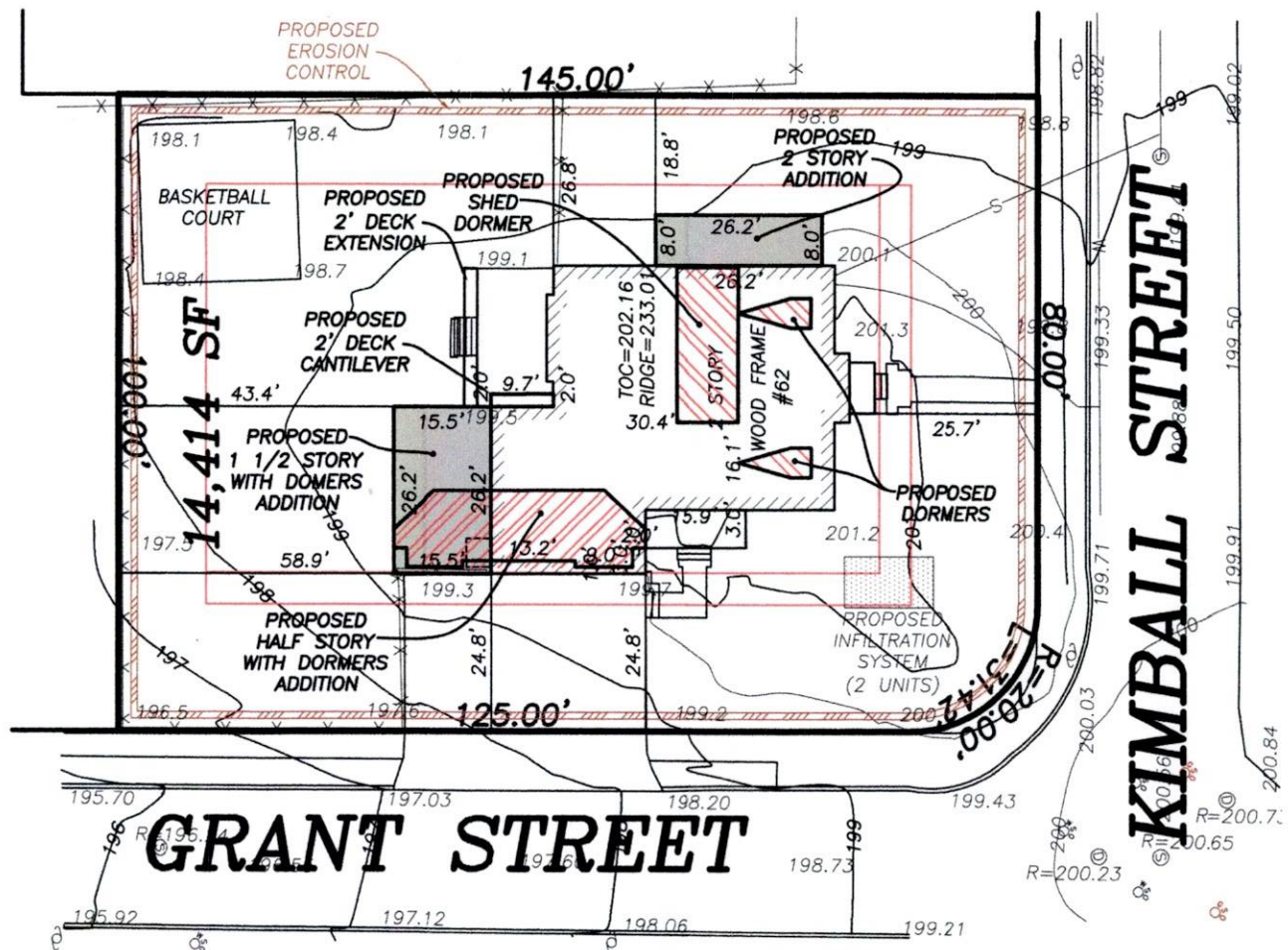


I hereby request a hearing before the Needham Zoning Board of Appeals. I have
reviewed the Board Rules and instructions.

I certify that I have consulted with the Building Inspector 4/8/25
date of consult

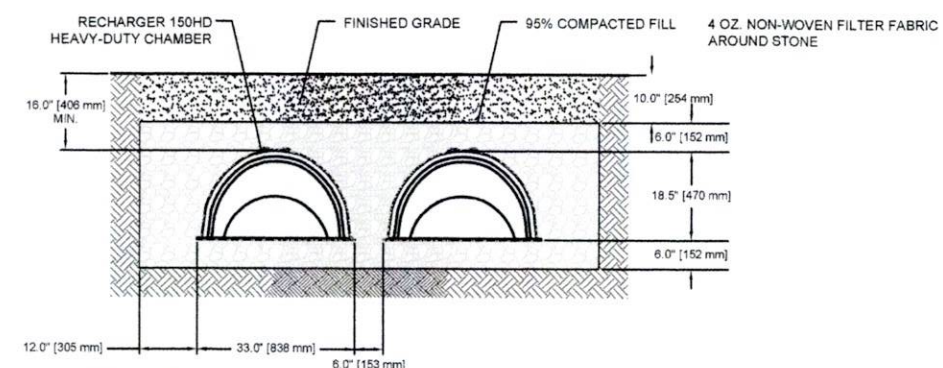
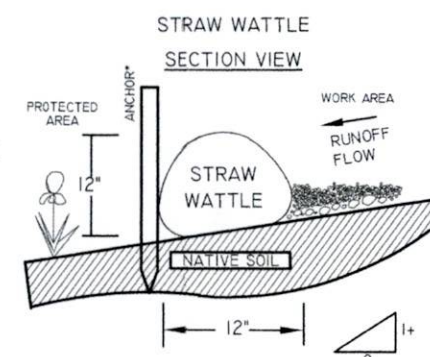
Date: 6/23/25 Applicant Signature

*An application must be submitted to the Town Clerk's Office at
townclerk@needhamma.gov and the ZBA Office at dcollins@needhamma.gov*



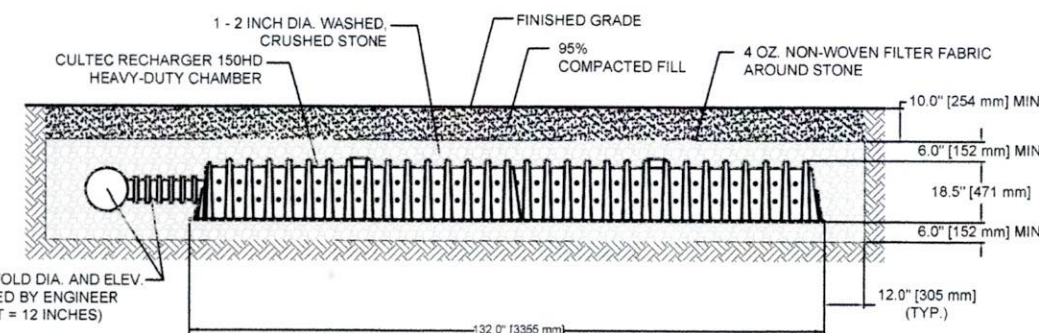
EXISTING LOT COVERAGE = 14.8% (2138 SF)
PROPOSED LOT COVERAGE = 19.4% (2802 SF)

EXISTING IMPERVIOUS AREA = 4002 SF
PROPOSED IMPERVIOUS AREA = 4640 SF



GENERAL NOTES
RECHARGER 150HD BY CULTEC, INC. OF BROOKFIELD, CT.
STORAGE PROVIDED = 4.89 CU FT PER DESIGN UNIT.
REFER TO CULTEC, INC.'S CURRENT RECOMMENDED
INSTALLATION GUIDELINES.
USE RECHARGER 150HD HEAVY-DUTY FOR TRAFFIC AND/OR H2O
APPLICATIONS.

ALL RECHARGER 150HD HEAVY-DUTY UNITS ARE MARKED WITH A
COLOR STRIPE FORMED INTO THE PART ALONG THE LENGTH OF
THE CHAMBER.
ALL RECHARGER 150 CHAMBERS MUST BE INSTALLED IN
ACCORDANCE WITH ALL APPLICABLE LOCAL, STATE AND
FEDERAL REGULATIONS.



INFILTRATION SYSTEM DETAILS

NOT TO SCALE

ZONING INFORMATION: SINGLE RESIDENCE B (SRB)		
	REQUIRED	PROPOSED
MINIMUM LOT AREA	10,000 SF	14,414 SF
MINIMUM LOT FRONTAGE	80 FEET	111.42 FEET
MINIMUM FRONT SETBACK	20 FEET	25.7 FEET
	(25 FEET FOR GARAGE)	(24.8 FEET TO GARAGE)
MINIMUM SIDE YARD	14 FEET	18.8 FEET
		43.4 FEET
MINIMUM REAR YARD	20 FEET	N/A
MAXIMUM BUILDING COVERAGE	25% (3,603 SF)	19.4% (2802 SF)
MAXIMUM FAR	0.36 (5189 SF)	REFER TO ARCHITECTS PLANS
MAXIMUM BUILDING HEIGHT	35 FEET	34± FEET (NO CHANGE FROM EXISTING)
MAXIMUM BUILDING HEIGHT	2 1/2 STORIES	2 1/2 STORIES

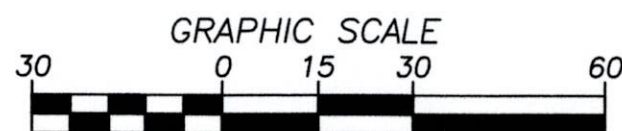
*MAXIMUM OF 32 LINEAR FEET OF THE BUILDING MAY BE BUILT AT MINIMUM SETBACK THE REMAINDER MUST BE AT LEAST 2 ADDITIONAL FEET.

AS PER THE HOME OWNER THE CURRENT DOWNSPOUTS ARE TIED INTO A COMPLETE INFILTRATION SYSTEM THE ADDITIONAL FOOTPRINT WILL BE CAPTURED AND INFILTRATED INTO A NEW SYSTEM

PROPOSED ADDITION FOOTPRINT = 664 SF

$(664 \text{ S.F.} \times 1'') / 12 = 55.3 \text{ Cu. Ft.}$

MITIGATED WITH 2 CULTEC CONTRACTOR 150 HDXL
RECHARGER DRYWELL CHAMBERS (OR SUITABLE REPLACEMENT)
CAPACITY OF 53.79 CU FT EACH (11 x 4.89 CU FT)
RECHARGE WILL MITIGATE COMPLETELY FOR A 1" STORM FOR
THE PROPOSED FOOTPRINT
SEE DRYWELL DETAIL FOR SPECIFICATIONS
AND PLAN FOR LOCATIONS. LOCATIONS AS SHOWN.



REVISED: FEBRUARY 27, 2025

**CERTIFIED PLOT PLAN
SHOWING GRADE PLANES
62 KIMBALL STREET
NEEDHAM, MASS.**

Field Resources, Inc.
LAND SURVEYORS

JANUARY 20, 2025

SCALE 1"=30'

P.O. BOX 324
AUBURN, MA

281 CHESTNUT ST.
NEEDHAM, MA.

781 444 5936

office@fieldresources.net

119-24

ROUGH ROOF
EL. = +22'-3 1/2"

ROUGH TOP OF WALL
EL. = +18'-10"
NEW ROUGH TOP OF WALL
EL. = +18'-0"
ROUGH HEADMATCH EXISTING
EL. = (+/-) 15'-8 1/2"

SECOND FLOOR ROUGH
EL. = +8'-10"

ROUGH HEAD
EL. = +8'-10"

FIRST FLOOR ROUGH
EL. = 0'-0"

BASEMENT LEVEL ROUGH
EL. = -8'-8"

2 LEFT ELEVATION
SCALE: 1/4" = 1'-0"

PROJECT SCOPE

NEW CONSTRUCTION EXISTING

NEW ROOF

EXIST ROOF

NEW ROOF

EXIST ROOF

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5" K-STYLE ALUMINUM GUTTER
ALUMINUM DRIP EDGE
1X3 ON 1X8
1X6 FRIEZE
9X15" AZEK CORNER BOARD
4" CLAPBOARD TO MATCH

NEW DORMER

EXIST DORMER

NEW DORMER

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5 A400

TYPICAL

5" K-STYLE ALUMINUM GUTTER

ALUMINUM DRIP EDGE

1X3 ON 1X8

1X6 FRIEZE

9X15" AZEK CORNER BOARD

4" CLAPBOARD TO MATCH

EXIST ROOF

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9X15" AZEK CASINGS

2" AZEK SILL

EXIST SILL

EXIST SILL

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Revisions

Number Date Description

Checked by:

Drawn by:

Cox Residence
62 Kimball Street
Needham, MA

PROPOSED EXTERIOR ELEVATIONS

Drawing Scale:
1/4"=1'-0"

Project Number:
502435.00

Date Issued:
MAR 28 2025

A200

Daphne Collins

From: Tom Conroy
Sent: Tuesday, July 1, 2025 11:00 AM
To: Daphne Collins
Subject: RE: 62 Kimball Street - ZBA Administrative Review - Due July 8, 2025

Hi Daphne,
No issues with Fire,
Thanks



Thomas M. Conroy

Fire Chief - Needham Fire Department
tconroy@needhamma.gov
Ph (781) 455-7580

From: Daphne Collins <dcollins@needhamma.gov>
Sent: Tuesday, June 24, 2025 12:21 PM
To: Donald Anastasi <DAnastasi@needhamma.gov>; Jay Steeves <steevesj@needhamma.gov>; John Schlittler <JSchlittler@needhamma.gov>; Joseph Prondak <jprondak@needhamma.gov>; Justin Savignano <jsavignano@needhamma.gov>; Ronnie Gavel <rgavel@needhamma.gov>; Tara Gurge <TGurge@needhamma.gov>; Thomas Ryder <tryder@needhamma.gov>; Tom Conroy <TConroy@needhamma.gov>
Subject: 62 Kimball Street - ZBA Administrative Review - Due July 8, 2025

Good Morning –

62 Kimball Street - Douglass Sheman, contractor for the owner Chris Cox, applied for a Special Permit to allow an additional garage space under Sections 6.1.2* of the By-Law. The property is located in the Single-Residence B (SRB) zoning district.

Attached please find the application with its associated back-up documents for your information and review.

I appreciate your comments no later than **July 8, 2025** to allow time for the applicant to respond prior to the hearing.

If you have any questions, feel free to contact me.

Thank you,

Daphne

*Please note the applicant incorrectly identified the applicable Section of the By-Law. He will be submitting a revised page 2 of the Application with the correct Section which is 6.1.2

Daphne Collins

From: Tara Gurge
Sent: Tuesday, June 24, 2025 3:16 PM
To: Daphne Collins
Subject: RE: 62 Kimball Street - ZBA Administrative Review - Due July 8, 2025- Public Health

Daphne –

The Public Health Division conducted the Zoning Board review for the proposal for the property located at **#62 Kimball St.** The Public Health Division has no comments to share at this time.

Thanks,

TARA E. GURGE, R.S., C.E.H.T., M.S. (she/her/hers)
ASSISTANT PUBLIC HEALTH DIRECTOR
Needham Public Health Division
Health and Human Services Department
178 Rosemary Street
Needham, MA 02494
Ph- (781) 455-7940; Ext. 211/Fax- (781) 455-7922
Mobile- (781) 883-0127
Email - tgurge@needhamma.gov
Web- www.needhamma.gov/health



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From: Daphne Collins <dcollins@needhamma.gov>
Sent: Tuesday, June 24, 2025 12:21 PM
To: Donald Anastasi <DAnastasi@needhamma.gov>; Jay Steeves <steevesj@needhamma.gov>; John Schlittler <JSchlittler@needhamma.gov>; Joseph Prondak <jprondak@needhamma.gov>; Justin Savignano <jsavignano@needhamma.gov>; Ronnie Gavel <rgavel@needhamma.gov>; Tara Gurge <TGurge@needhamma.gov>; Thomas Ryder <tryder@needhamma.gov>; Tom Conroy <TConroy@needhamma.gov>
Subject: 62 Kimball Street - ZBA Administrative Review - Due July 8, 2025

Good Morning –

Daphne Collins

From: John Schlittler
Sent: Tuesday, July 8, 2025 9:26 AM
To: Daphne Collins
Subject: RE: 62 Kimball Street - ZBA Administrative Review - Due July 8, 2025

Police have no issues

From: Daphne Collins <dcollins@needhamma.gov>
Sent: Tuesday, July 8, 2025 8:47 AM
To: Tara Gurge <TGurge@needhamma.gov>; John Schlittler <JSchlittler@needhamma.gov>; Joseph Prondak <jprondak@needhamma.gov>; Justin Savignano <jsavignano@needhamma.gov>; Thomas Ryder <tryder@needhamma.gov>
Subject: RE: 62 Kimball Street - ZBA Administrative Review - Due July 8, 2025

Hi Folks-
Friendly reminder. ZBA review comments due today.
Thanks,
Daphne

Daphne M. Collins
Zoning Specialist
Zoning Board of Appeals
Planning and Community Development Department
Town of Needham – Public Services Administration Building
500 Dedham Street
Needham, MA 02492
781-455-7550, ext 72261
dcollins@needhamma.gov
www.needhamma.gov

In- Person Staff Hours are Monday – Wednesday 8:30 am – 5:00pm
Remote Hours – Thursday 8:30 am – 5:00pm

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To: Donald Anastasi <Danastasi@needhamma.gov>; Jay Steeves <steevesj@needhamma.gov>; John Schlittler <JSchlittler@needhamma.gov>; Joseph Prondak <jprondak@needhamma.gov>; Justin Savignano <jsavignano@needhamma.gov>; Ronnie Gavel <rgavel@needhamma.gov>; Tara Gurge <TGurge@needhamma.gov>; Thomas Ryder <tryder@needhamma.gov>; Tom Conroy <TConroy@needhamma.gov>
Subject: 62 Kimball Street - ZBA Administrative Review - Due July 8, 2025

Good Morning –

Daphne Collins

From: Justin Savignano
Sent: Wednesday, July 9, 2025 9:37 AM
To: Daphne Collins; Joseph Prondak; Thomas Ryder
Subject: Re: 62 Kimball Street - ZBA Administrative Review - Due July 8, 2025

Hi Daphne,

After review of all the materials, we have no comment or objection to the proposal.

Thanks,

Justin

Get [Outlook for iOS](#)

From: Daphne Collins <dcollins@needhamma.gov>
Sent: Wednesday, July 9, 2025 8:41:48 AM
To: Joseph Prondak <jprondak@needhamma.gov>; Justin Savignano <jsavignano@needhamma.gov>; Thomas Ryder <tryder@needhamma.gov>
Subject: FW: 62 Kimball Street - ZBA Administrative Review - Due July 8, 2025

I need the ZBA review comments!

Thanks,
Daphne

Daphne M. Collins
Zoning Specialist
Zoning Board of Appeals
Planning and Community Development Department
Town of Needham – Public Services Administration Building
500 Dedham Street
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Subject: RE: 62 Kimball Street - ZBA Administrative Review - Due July 8, 2025



ZBA Application For Hearing

Applicants must consult with the Building Inspector prior to filing this Application. Failure to do so will delay the scheduling of the hearing.

Applicant Information

Applicant Name	Zhe Zhu and Fang Guo			Date:	06/18/2025
Applicant Address	60 Ellicott St, Needham, MA 02492				
Phone	319-855-3296	email	zzalbertmilan@gmail.com		
Applicant is ☒ Owner; ☐ Tenant; ☐ Purchaser; ☐ Other _____					
If not the owner, a letter from the owner certifying authorization to apply must be included					
Representative Name					
Address					
Phone		email			
Representative is ☐ Attorney; ☐ Contractor; ☐ Architect; ☐ Other _____					
Contact ☒ Me ☐ Representative in connection with this application.					

Subject Property Information

Property Address	60 Ellicott St, Needham, MA 02492		
Map/Parcel Number	1990300007000000	Zone of Property	SRB
Is property within 100 feet of wetlands, 200 feet of stream or in flood Plain? ☐ Yes ☒ No			
Is property ☒ Residential or ☐ Commercial			
If residential renovation, will renovation constitute "new construction"? ☐ Yes ☒ No			
If commercial, does the number of parking spaces meet the By-Law requirement? ☐ Yes ☐ No			
Do the spaces meet design requirements? ☐ Yes ☐ No			
Application Type (select one): ☒ Special Permit ☐ Variance ☐ Comprehensive Permit ☐ Amendment ☐ Appeal Building Inspector Decision			



ZBA Application For Hearing

Existing Conditions: The north exterior wall on the building's first floor, originally built in 1929 and extended through an addition in 1994, measures approximately 35 linear feet--exceeding the current bylaw limit of 32 feet--and is therefore classified as non-conforming by current law.

Statement of Relief Sought: The owner intends to construct a second-floor addition, resulting in the north exterior wall of the second floor matching the length of the existing non-conforming first floor north exterior wall (around 35') and exceeding the 32' maximum side length allowed by current bylaw. Under section 1.4.6, a legally pre-existing, non-conforming single-family dwelling that does not meet side setback requirements may seek relief obtaining a special permit from the Board of Appeals.

Applicable Section(s) of the Zoning By-Law: 1.4.6 4.2.1

If application under Zoning Section 1.4 above, list non-conformities:

	Existing Conditions	Proposed Conditions
Use	SRB	SRB
# Dwelling Units	1	1
Lot Area (square feet)	7200	7200
Front Setback (feet)	28.7'	28.7'
Rear Setback (feet)	55.7'	55.7'
Left Setback (feet)	13.1'	13.1'
Right Setback (feet)	12.5'	12.5'
Frontage (feet)	60'	60'
Lot Coverage (%)	17.37	17.37
FAR (Floor area divided by the lot area)	0.23	0.27
Numbers must match those on the certified plot plan and supporting materials		



ZBA Application For Hearing

Date Structure Constructed including additions:

Date Lot was created:

Submission Materials	Provided
Certified Signed Plot Plan of Existing and Proposed Conditions (Required)	Yes
Application Fee, check made payable to the Town of Needham Check holders name, address, and phone number to appear on check and in the Memo line state: "ZBA Fee – Address of Subject Property" (Required)	Yes
If applicant is tenant, letter of authorization from owner (Required)	
Electronic submission of the complete application with attachments (Required)	Yes
Elevations of Proposed Conditions (when necessary)	
Floor Plans of Proposed Conditions (when necessary)	

Feel free to attach any additional information relative to the application.
Additional information may be requested by the Board at any time during the
application or hearing process.

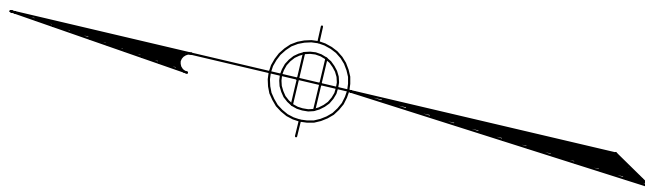


I hereby request a hearing before the Needham Zoning Board of Appeals. I have
reviewed the Board Rules and instructions.

I certify that I have consulted with the Building Inspector 06/17/2025
date of consult

Date: 06/18/2025 Applicant Signature Zhe Zhu

*An application must be submitted to the Town Clerk's Office at
townclerk@needhamma.gov and the ZBA Office at dcollins@needhamma.gov*



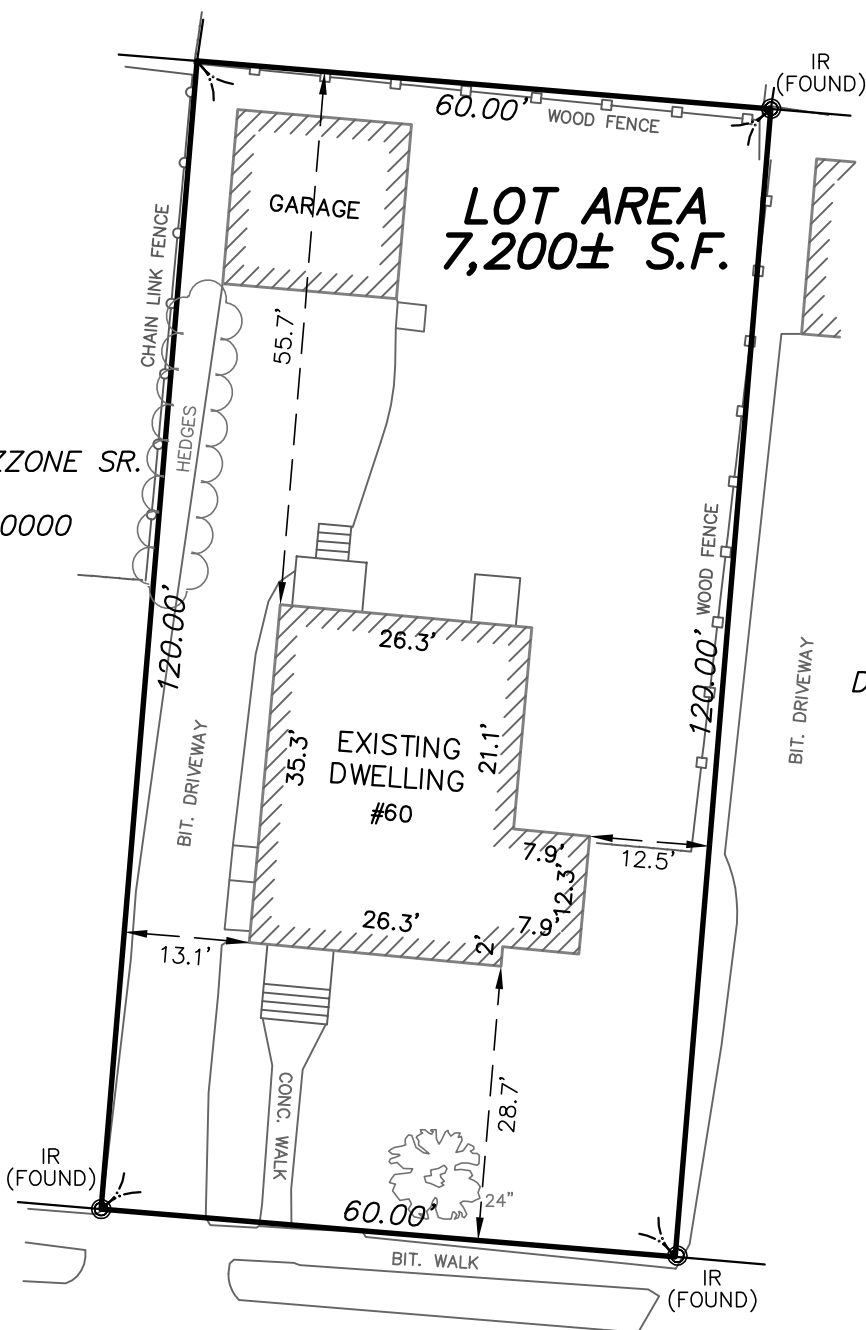
N/F
MATTHEW P. & DANA J. FINIZIO
74 WASHINGTON AVENUE
PARCEL ID: 1990300004500000

N/F
CATALDO W. & ROSEMARY LEONE
70 WASHINGTON AVENUE
PARCEL ID: 1990300004600000

N/F
PATRICK C. & PATRICIA A. FORDE
66 WASHINGTON AVENUE
PARCEL ID: 1990300004700000

N/F
WILLIAM R. & KIMBERLY A. MAZZONE SR.
56 ELLICOTT STREET
PARCEL ID: 1990300007100000

N/F
DAVID & ELIZABETH G. NEUSTAEDTER
66 ELLICOTT STREET
PARCEL ID: 1990300006900000



ELLICOTT STREET
(PUBLIC - 40' WIDE)

ZONING SETBACKS: SRB

FRONT YARD 20'
SIDE YARD 14'
REAR YARD 10'

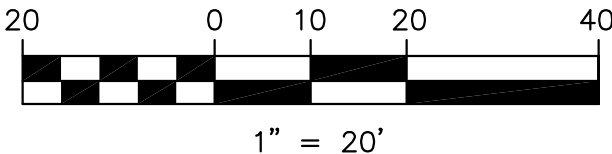
RECORD OWNER:

ZHE ZHU & FANG GUO
BOOK 39547 PAGE 572

PLAN REFERENCE:

LOT 14 ON PLAN BOOK 1640 PAGE 248

GRAPHIC SCALE



I HEREBY CERTIFY THAT THIS PLAN IS BASED
ON AN ACTUAL INSTRUMENT SURVEY MADE ON THE
GROUND IN MARCH 2025 AND THE STRUCTURES
DEPICTED HEREON ARE LOCATED AS SHOWN.

3-13-25
DATE

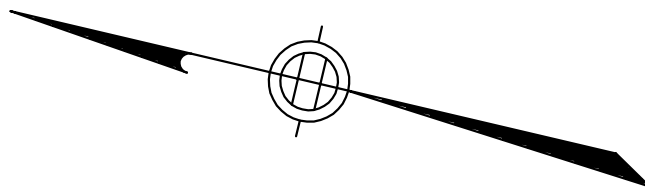
Scott M Cerrato
SIGNATURE



PLOT PLAN
60 ELLICOTT STREET
NEEDHAM, MASSACHUSETTS
PARCEL ID: 1990300007000000

SCOTT CERRATO, PLS
51 WAREHAM STREET
MEDFORD, MA. 02155

MARCH 13, 2025
PHONE: (781) 775-3724
www.cerrato-survey.com



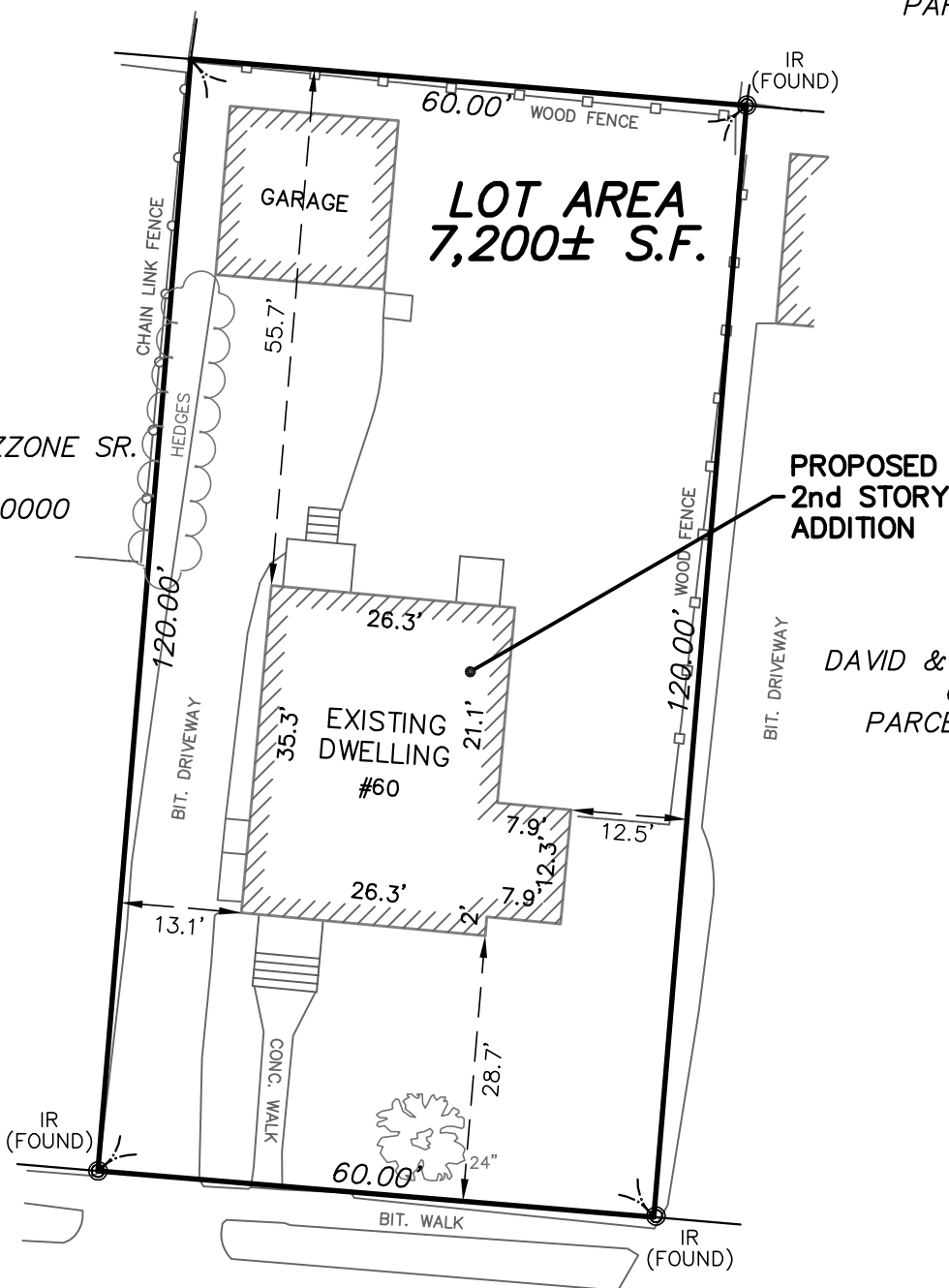
N/F
MATTHEW P. & DANA J. FINIZIO
74 WASHINGTON AVENUE
PARCEL ID: 199030000450000

N/F
CATALDO W. & ROSEMARY LEONE
70 WASHINGTON AVENUE
PARCEL ID: 199030000460000

N/F
PATRICK C. & PATRICIA A. FORDE
66 WASHINGTON AVENUE
PARCEL ID: 199030000470000

N/F
WILLIAM R. & KIMBERLY A. MAZZONE SR.
56 ELLICOTT STREET
PARCEL ID: 199030000710000

N/F
DAVID & ELIZABETH G. NEUSTAEDTER
66 ELLICOTT STREET
PARCEL ID: 199030000690000



ELLICOTT STREET
(PUBLIC - 40' WIDE)

ZONING SETBACKS: SRB

FRONT YARD 20'
SIDE YARD 14'
REAR YARD 10'

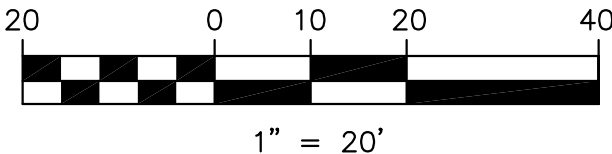
RECORD OWNER:

ZHE ZHU & FANG GUO
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PLAN REFERENCE:

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I HEREBY CERTIFY THAT THIS PLAN IS BASED
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3-13-25
DATE

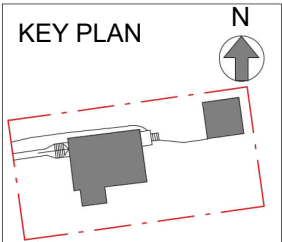
Scott M Cerrato
SIGNATURE



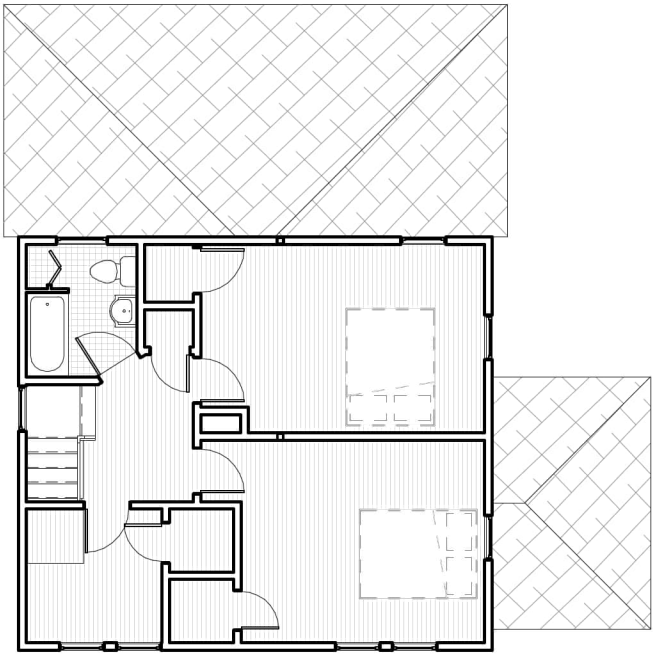
PLOT PLAN
60 ELLICOTT STREET
NEEDHAM, MASSACHUSETTS
PARCEL ID: 199030000700000

SCOTT CERRATO, PLS
51 WAREHAM STREET
MEDFORD, MA. 02155

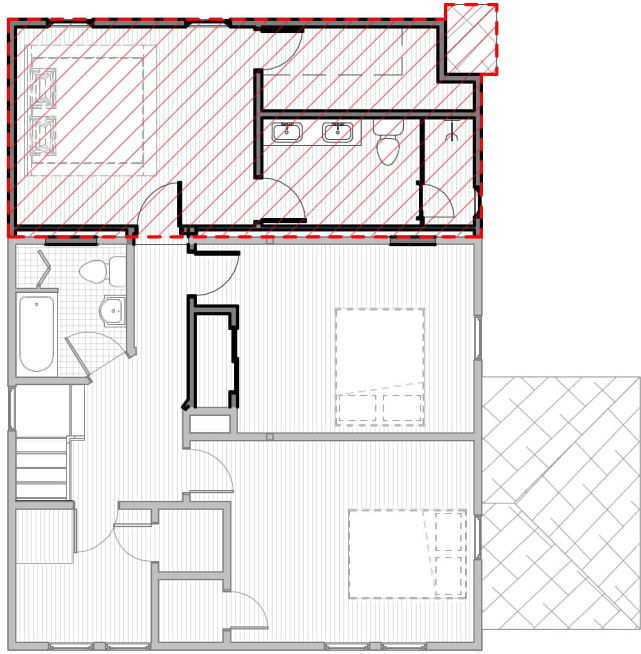
MARCH 13, 2025
PHONE: (781) 775-3724
www.cerrato-survey.com



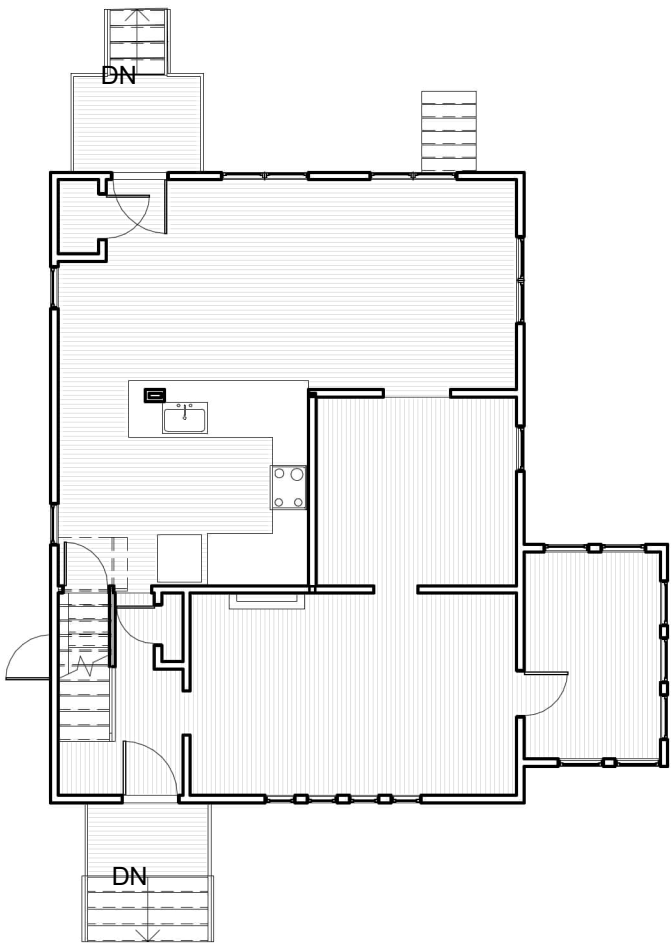
NEW ADDITION FOR MASTER
BEDROOM SUITE = 306SF



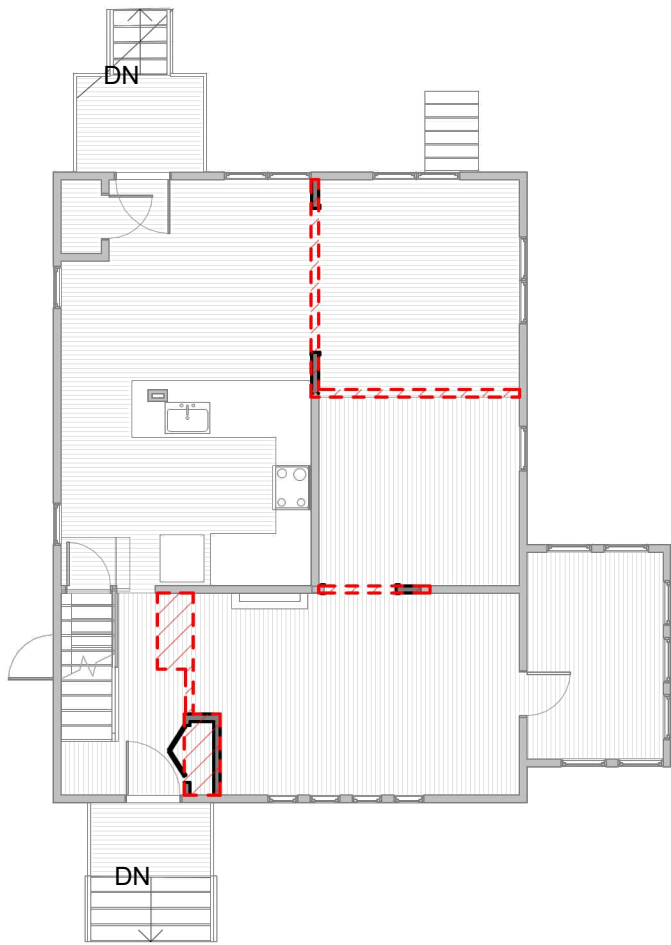
3 Existing Floor Plan - Level 2 Scope
3/32" = 1'-0"



4 Proposed Floor Plan - Level 2 Scope
3/32" = 1'-0"



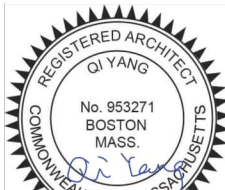
1 Existing Floor Plan - Level 1 Scope
3/32" = 1'-0"

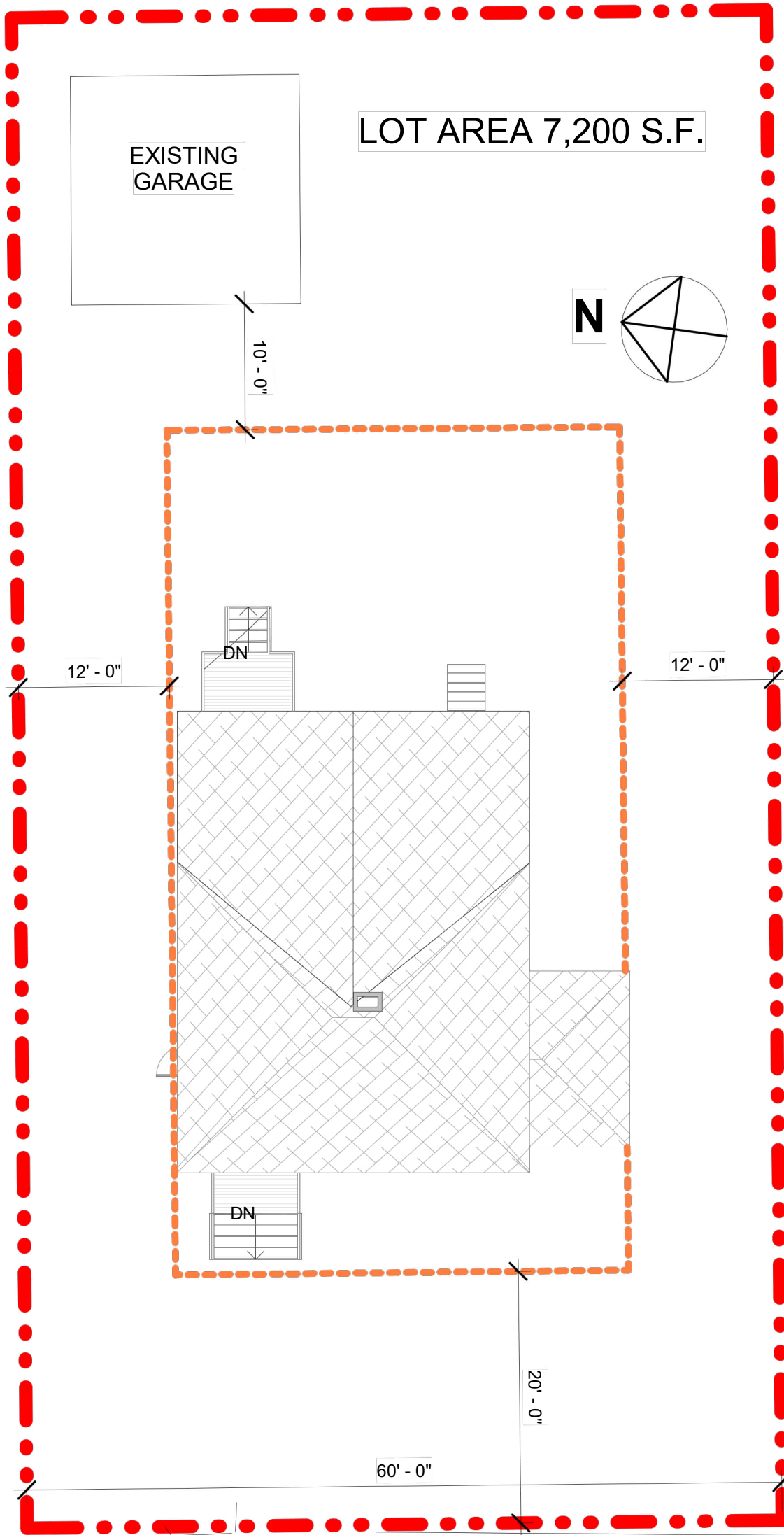
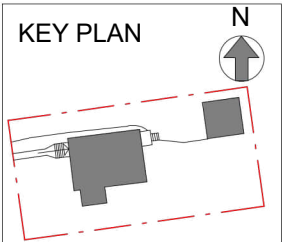


2 Proposed Floor Plan - Level 1 Scope
3/32" = 1'-0"

6/1/2025 11:25:39 AM

PROGRESS SET		ZHE ZHU & FANG GUO 60 ELLICOTT ST, NEEDHAM, MA					CLIENT REF:		PROJECT No: Project Number		
							SCALE:		3/32" = 1'-0"		
ISSUE DATE: 07MAY2025		GENERAL SCOPE					SKETCH No:		A000		
ISSUE	DESCRIPTION	DRN	ORIG	AUTH CHK	APP	DATE					





PROPERTY LINE

SETBACK LINE

1 Site Plan
3/32" = 1'-0"

FLOOR LEVEL	EXISTING	PROPOSED
BASEMENT	0 SF	0 SF
1ST FLOOR	1,020.6 SF	1,020.6 SF
2ND FLOOR	604 SF	910 SF
ATTIC	0 SF	0 SF
TOTAL	1,624.6 SF	1,930.6 SF

ZONE: SRB

LOT FRONTAGE: 60'
FRONT SETBACK: 20'
SIDE SETBACK: 12'
REAR SETBACK: 20'

EXISTING FAR: 0.23
PROPOSED FAR: 0.27
MAX LOT COVERAGE: UNCHANGED
MAX. STORIES: UNCHANGED
MAX. HEIGHT: UNCHANGED

6/1/2025 11:25:39 AM

PROGRESS SET		ZHE ZHU & FANG GUO 60 ELLICOTT ST, NEEDHAM, MA					CLIENT REF:		PROJECT No: Project Number		
							SCALE:		As indicated		
ISSUE DATE: 07MAY2025		SITE PLAN					SKETCH No:		A001		
ISSUE	DESCRIPTION				DRN	ORIG	AUTH CHK	APP			



ENTRY FACADE (NORTH ELEVATION)

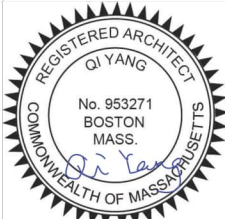


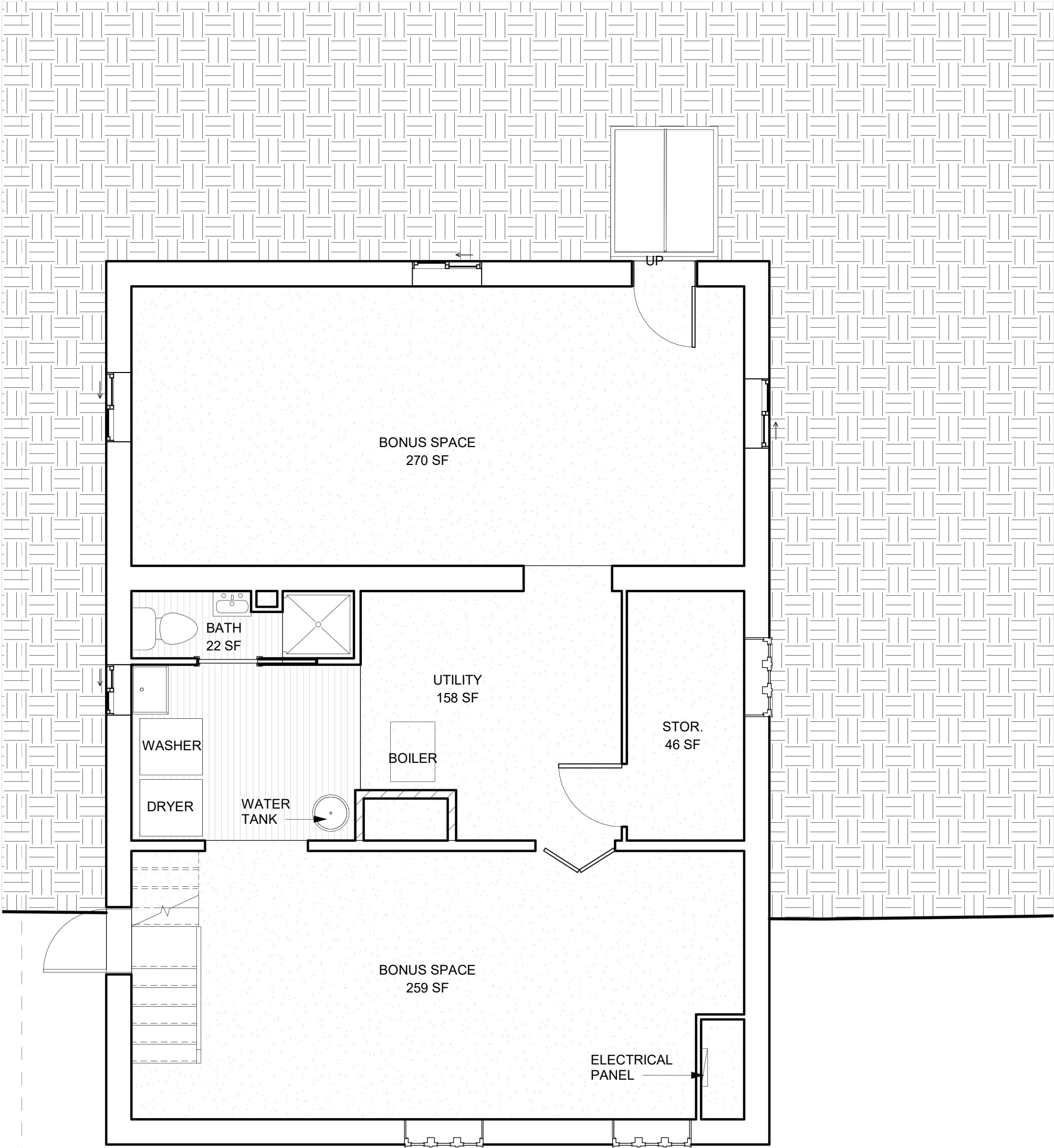
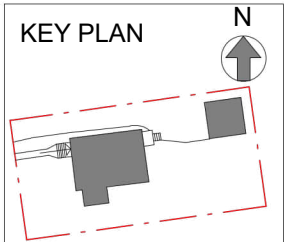
BACK FACADE (SOUTH ELEVATION)



BACK FACADE W SUN RM

6/1/2025 11:25:40 AM

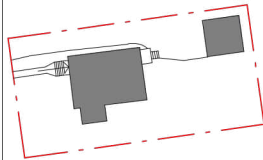
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							SCALE:				
ISSUE DATE: 07MAY2025		EXISTING CONDITION PHOTOS					SKETCH No:		A002		
ISSUE	DESCRIPTION	DRN	ORIG	AUTH CHK	APP	DATE					



1 Existing Floor Plan - Basement
1/4" = 1'-0"

6/1/2025 11:25:40 AM

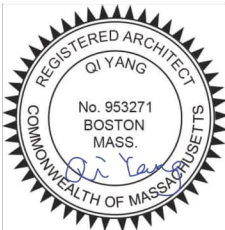
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							SCALE:		1/4" = 1'-0"				
ISSUE DATE: 07MAY2025		EXISTING BASEMENT PLAN					SKETCH No:		A100				
ISSUE	DESCRIPTION					DRN	ORIG	AUTH CHK				APP	DATE

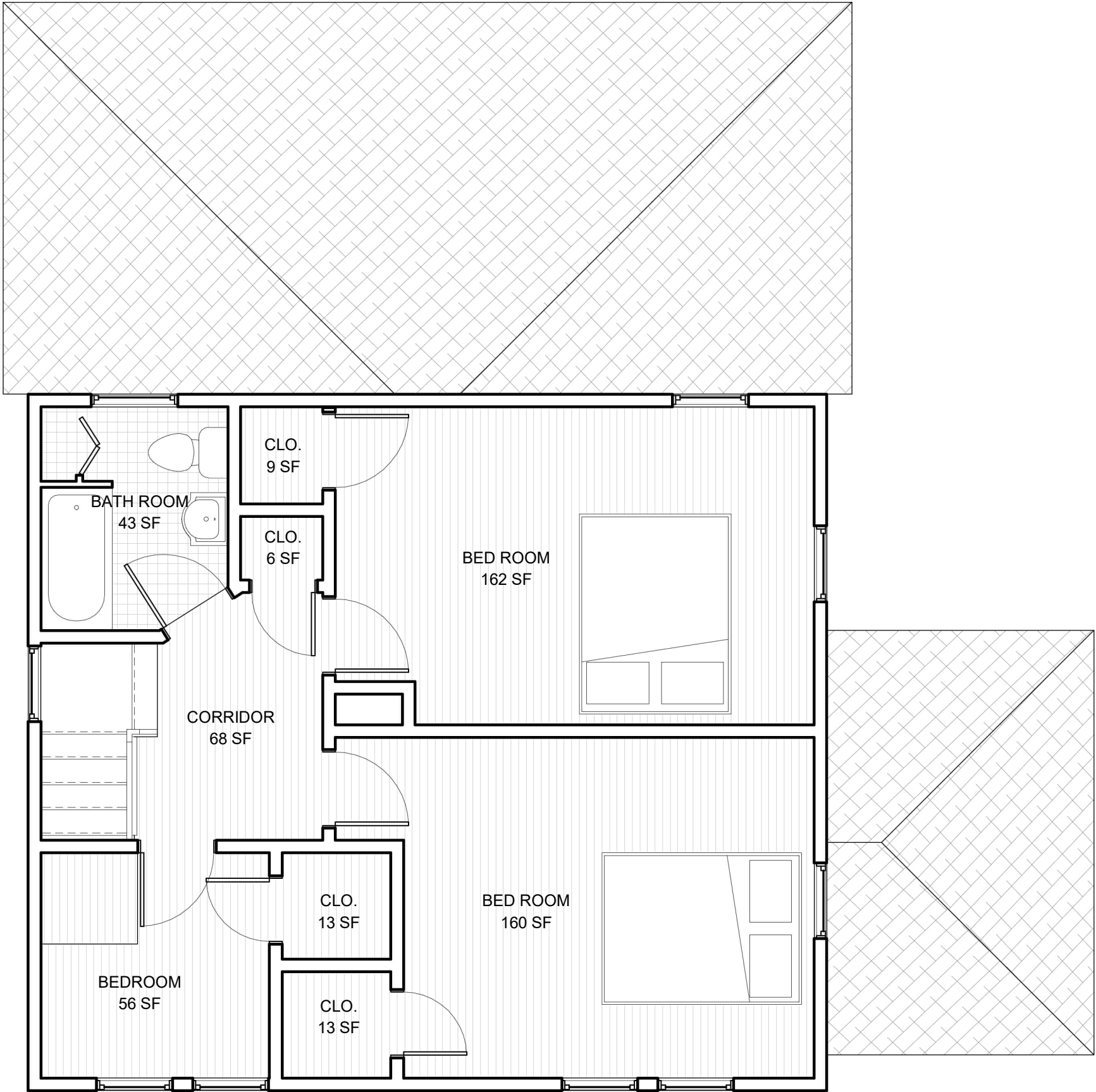
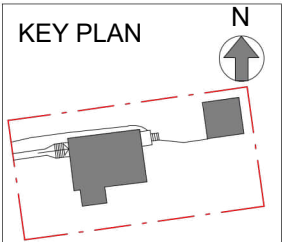


1 Existing Floor Plan - Level 1
1/4" = 1'-0"

6/1/2025 11:25:40 AM

PROGRESS SET		ZHE ZHU & FANG GUO 60 ELLICOTT ST, NEEDHAM, MA					CLIENT REF:		PROJECT No: Project Number		
							SCALE:		1/4" = 1'-0"		
ISSUE DATE: 07MAY2025		EXISTING FIRST FLOOR PLAN					SKETCH No:		A101		
ISSUE	DESCRIPTION	DRN	ORIG	AUTH CHK	APP	DATE					

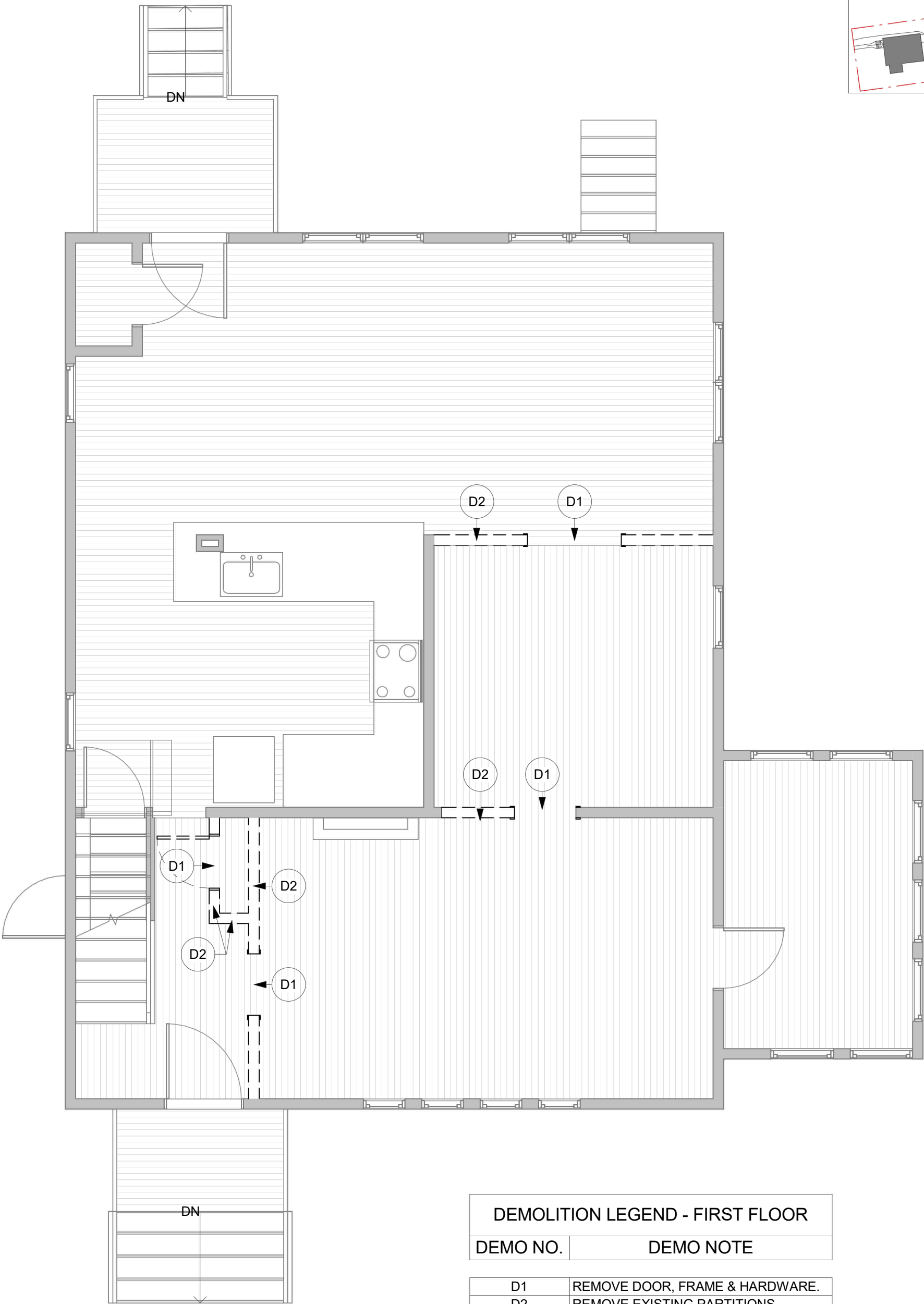
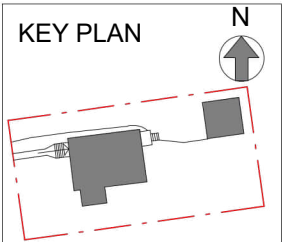




1 Existing Floor Plan - Level 2
1/4" = 1'-0"

6/1/2025 11:25:40 AM

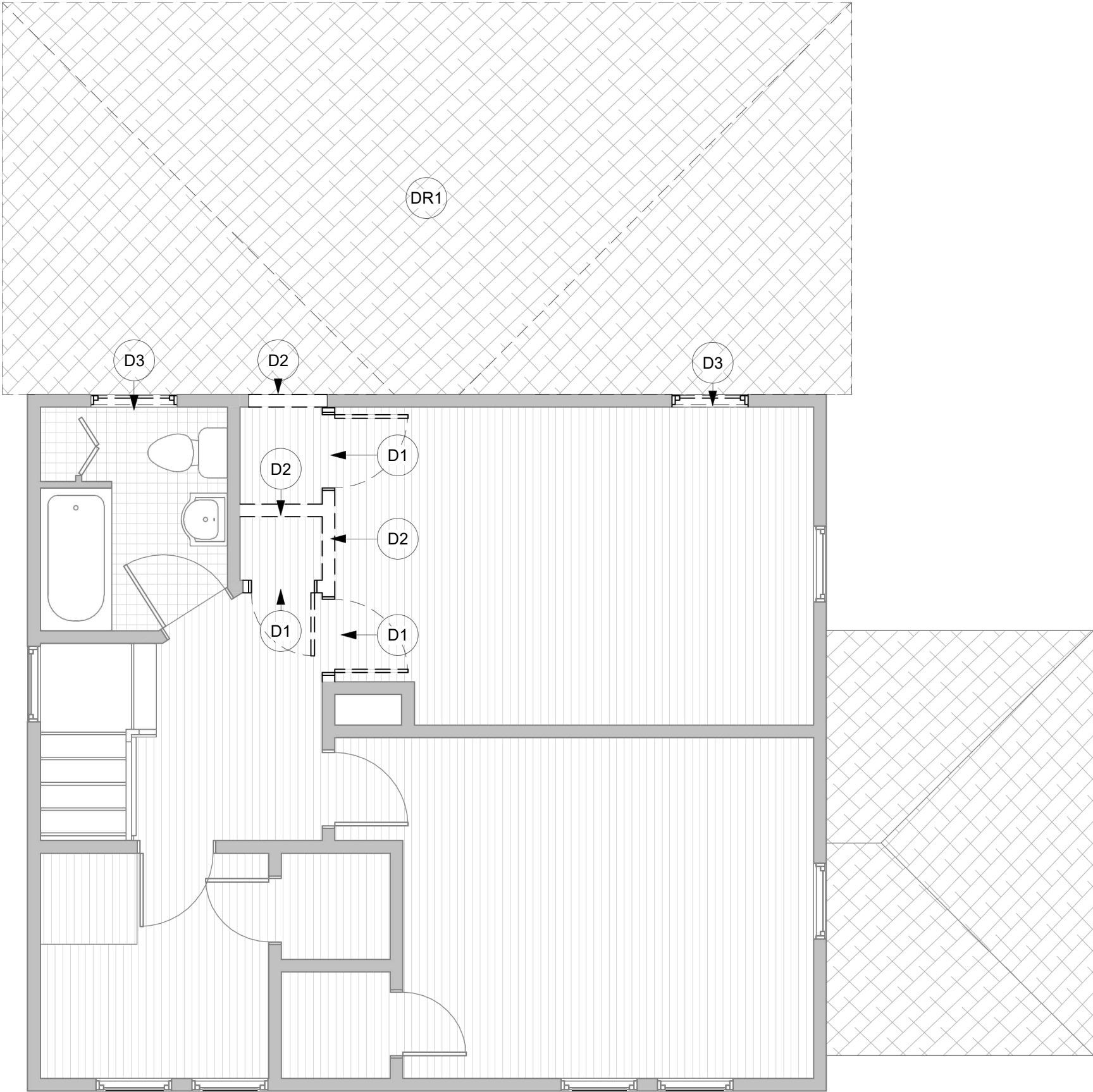
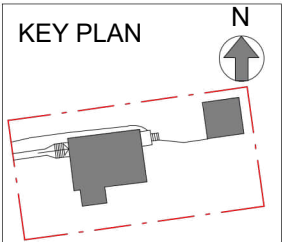
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ISSUE DATE: 07MAY2025		EXISTING SECOND FLOOR PLAN					SKETCH No:		A103	
ISSUE	DESCRIPTION				DRN	ORIG	AUTH CHK	APP		



DEMOLITION LEGEND - FIRST FLOOR	
DEMO NO.	DEMO NOTE
D1	REMOVE DOOR, FRAME & HARDWARE.
D2	REMOVE EXISTING PARTITIONS.

1 Demolition Floor Plan - Level 1
1/4" = 1'-0"

PROGRESS SET		ZHE ZHU & FANG GUO 60 ELLICOTT ST, NEEDHAM, MA					CLIENT REF:	PROJECT No: Project Number	
							SCALE:	1/4" = 1'-0"	
ISSUE DATE:	07MAY2025	FIRST FLOOR DEMOLITION PLAN					SKETCH No:	A201	
ISSUE	DESCRIPTION	DRN	ORIG	AUTH CHK	APP	DATE			



1 Demolition Floor Plan - Level 2
1/4" = 1'-0"

DEMOLITION LEGEND - SECOND FLOOR	
DEMO NO.	DEMO NOTE
D1	REMOVE DOOR, FRAME & HARDWARE.
D2	REMOVE EXISTING PARTITIONS.
D3	REMOVE EXISTING WINDOW.
DR1	REMOVE EXISTING ROOF FRAMING AND SHINGLE.

PROGRESS SET

ISSUE DATE: 07MAY2025

ZHE ZHU & FANG GUO

60 ELLICOTT ST, NEEDHAM, MA

SECOND FLOOR DEMOLITION PLAN

CLIENT REF:

PROJECT No:

SCALE:

1/4" = 1'-0"

SKETCH No:

A202

ISSUE

DESCRIPTION

DRN

ORIG

AUTH
CHK

APP

DATE

REGISTERED ARCHITECT

QI YANG

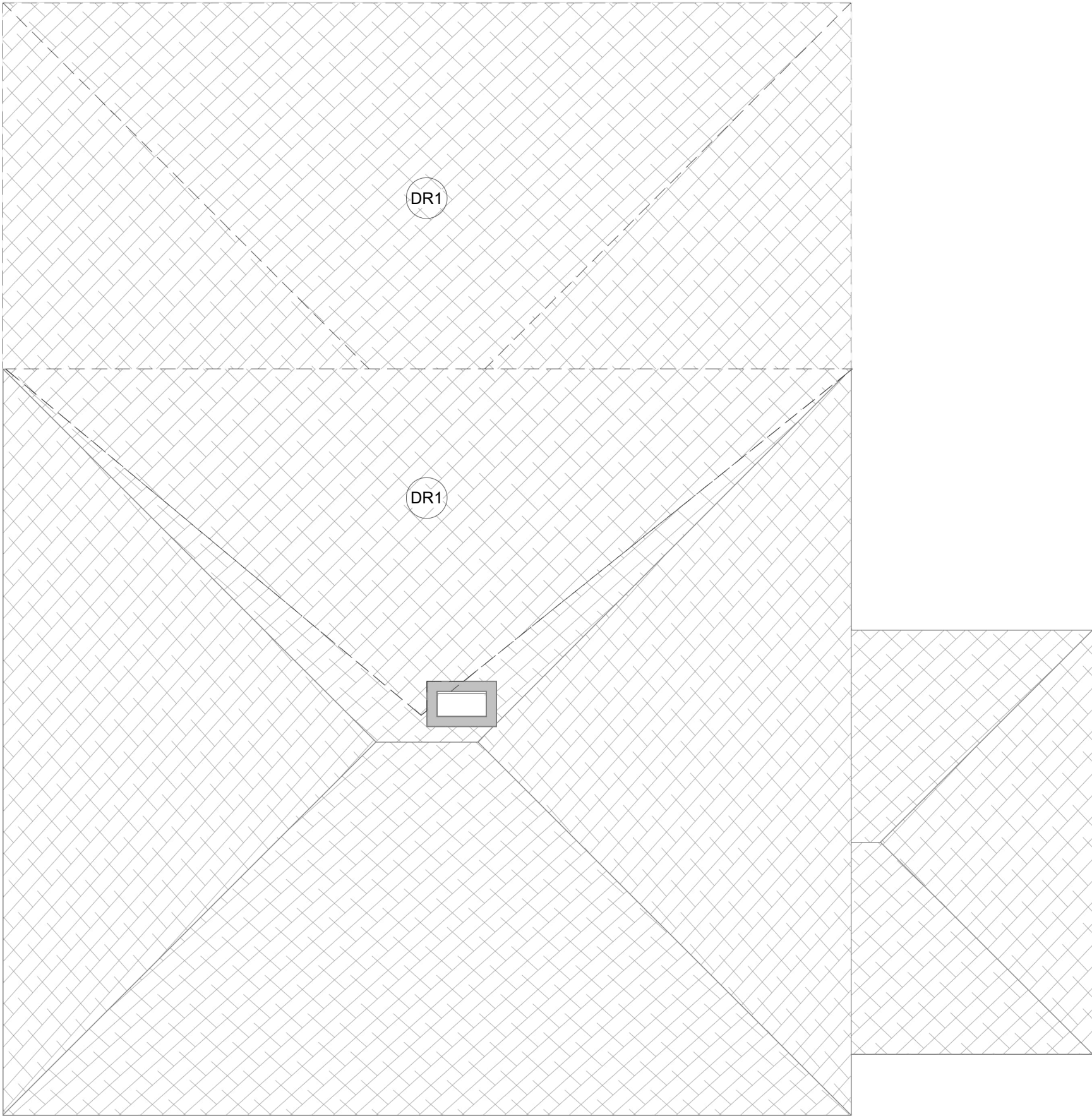
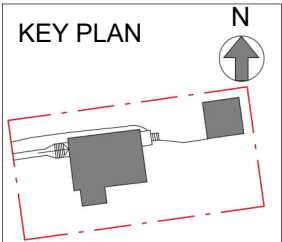
No. 953271

BOSTON

MASS.

COMMONWEALTH OF MASSACHUSETTS

6/1/2025 11:25:40 AM

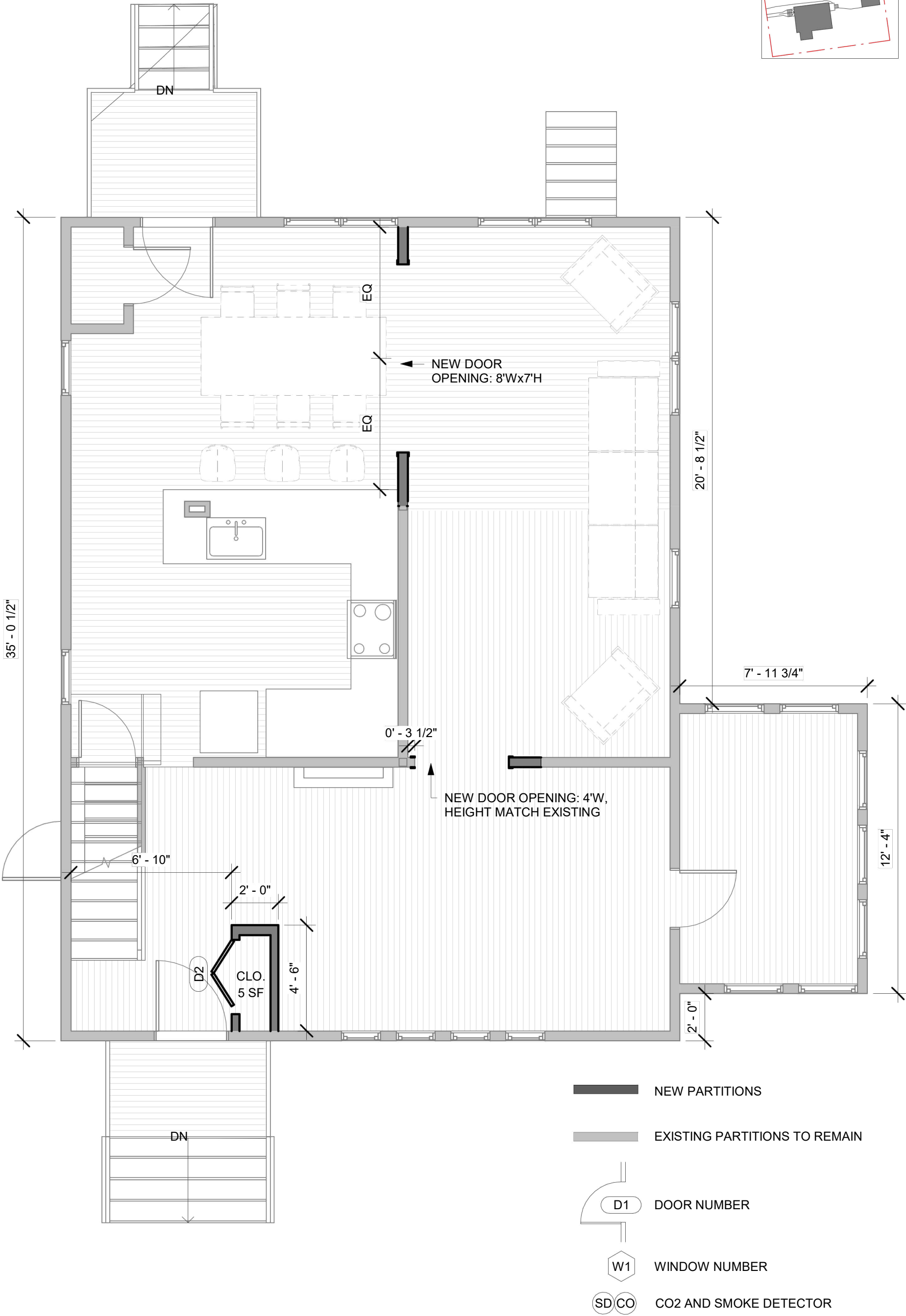
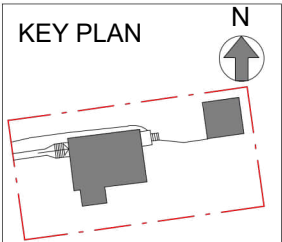


1 Demolition Floor Plan - Roof
1/4" = 1'-0"

DEMOLITION LEGEND - ROOF	
DEMO NO.	DEMO NOTE
DR1	REMOVE EXISTING ROOF FRAMING AND SHINGLE.

PROGRESS SET		ZHE ZHU & FANG GUO 60 ELLICOTT ST, NEEDHAM, MA					CLIENT REF:		PROJECT No: Project Number	
							SCALE:		1/4" = 1'-0"	
ISSUE DATE: 07MAY2025		ROOF DEMOLITION PLAN					SKETCH No:		A204	
ISSUE	DESCRIPTION	DRN	ORIG	AUTH CHK	APP	DATE				

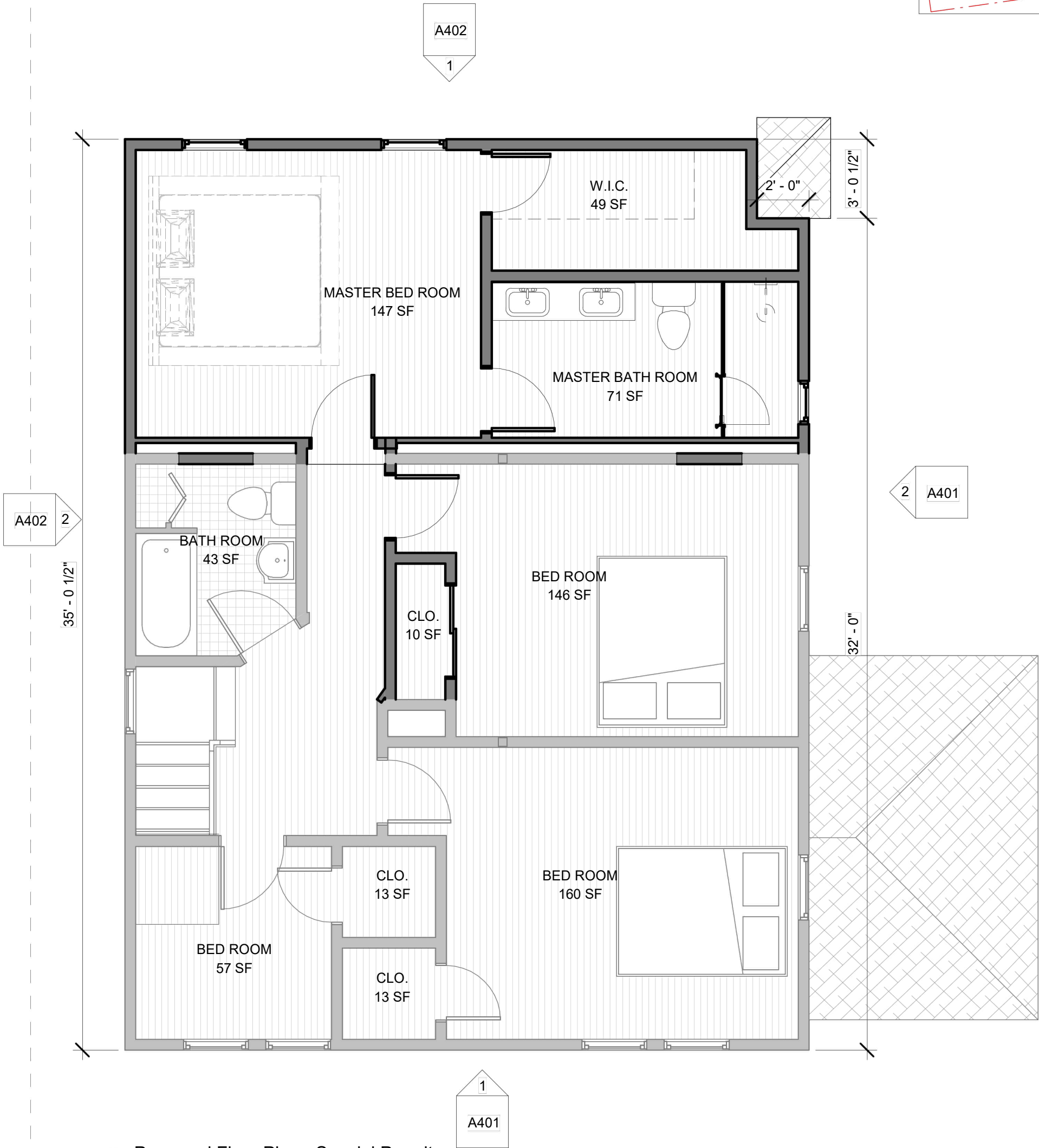
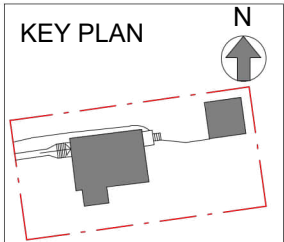




1 Proposed Floor Plan - Level 1
1/4" = 1'-0"

PROGRESS SET		ZHE ZHU & FANG GUO 60 ELLICOTT ST, NEEDHAM, MA					CLIENT REF:		PROJECT No: Project Number		
							SCALE:		As indicated		
ISSUE DATE: 07MAY2025		PROPOSED FIRST FLOOR PLAN					SKETCH No:		A301		
ISSUE	DESCRIPTION	DRN	ORIG	AUTH CHK	APP	DATE					

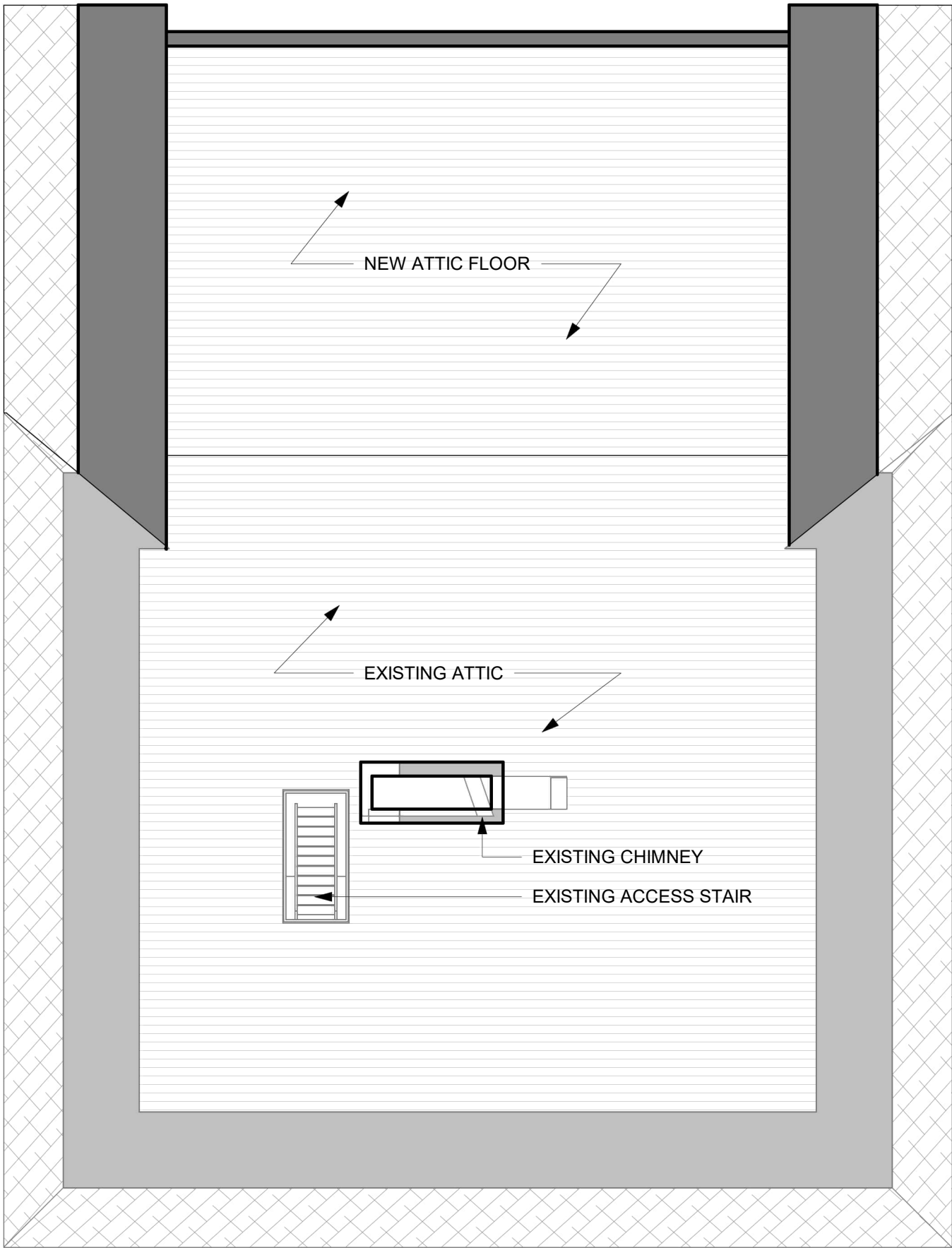
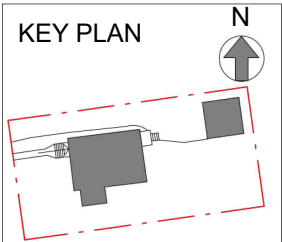
APPLY FOR SPECIAL PERMIT



1 Proposed Floor Plan - Special Permit
1/4" = 1'-0"

- NEW PARTITIONS
- EXISTING PARTITIONS TO REMAIN
- D1 DOOR NUMBER
- W1 WINDOW NUMBER
- SD/CO CO2 AND SMOKE DETECTOR

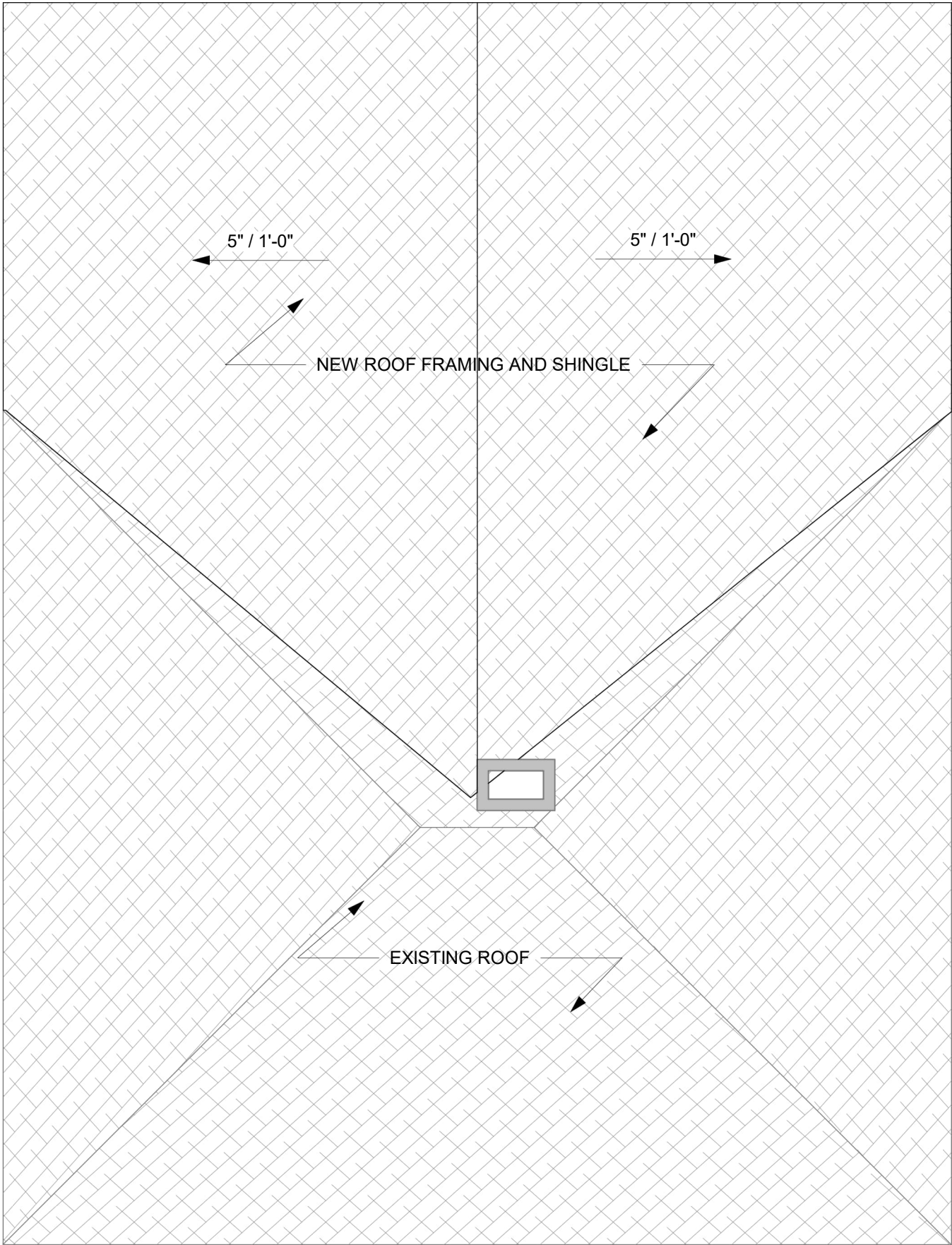
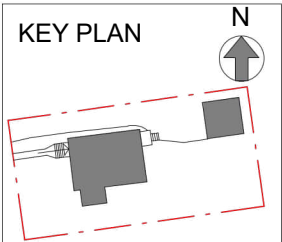
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ISSUE DATE: 07MAY2025		SECOND FLOOR PLAN - SPECIAL PERMIT					SKETCH No:		
							A302		
ISSUE	DESCRIPTION	DRN	ORIG	AUTH CHK	APP	DATE			



- NEW PARTITIONS
- EXISTING PARTITIONS TO REMAIN
- DOOR NUMBER
- WINDOW NUMBER
- CO2 AND SMOKE DETECTOR

1 Proposed Floor Plan - Attic
1/4" = 1'-0"

PROGRESS SET		ZHE ZHU & FANG GUO 60 ELLICOTT ST, NEEDHAM, MA					CLIENT REF:		PROJECT No: Project Number		
							SCALE:		As indicated		
ISSUE DATE: 07MAY2025		PROPOSED ATTIC FLOOR PLAN					SKETCH No:		A303		
ISSUE	DESCRIPTION	DRN	ORIG	AUTH CHK	APP	DATE					

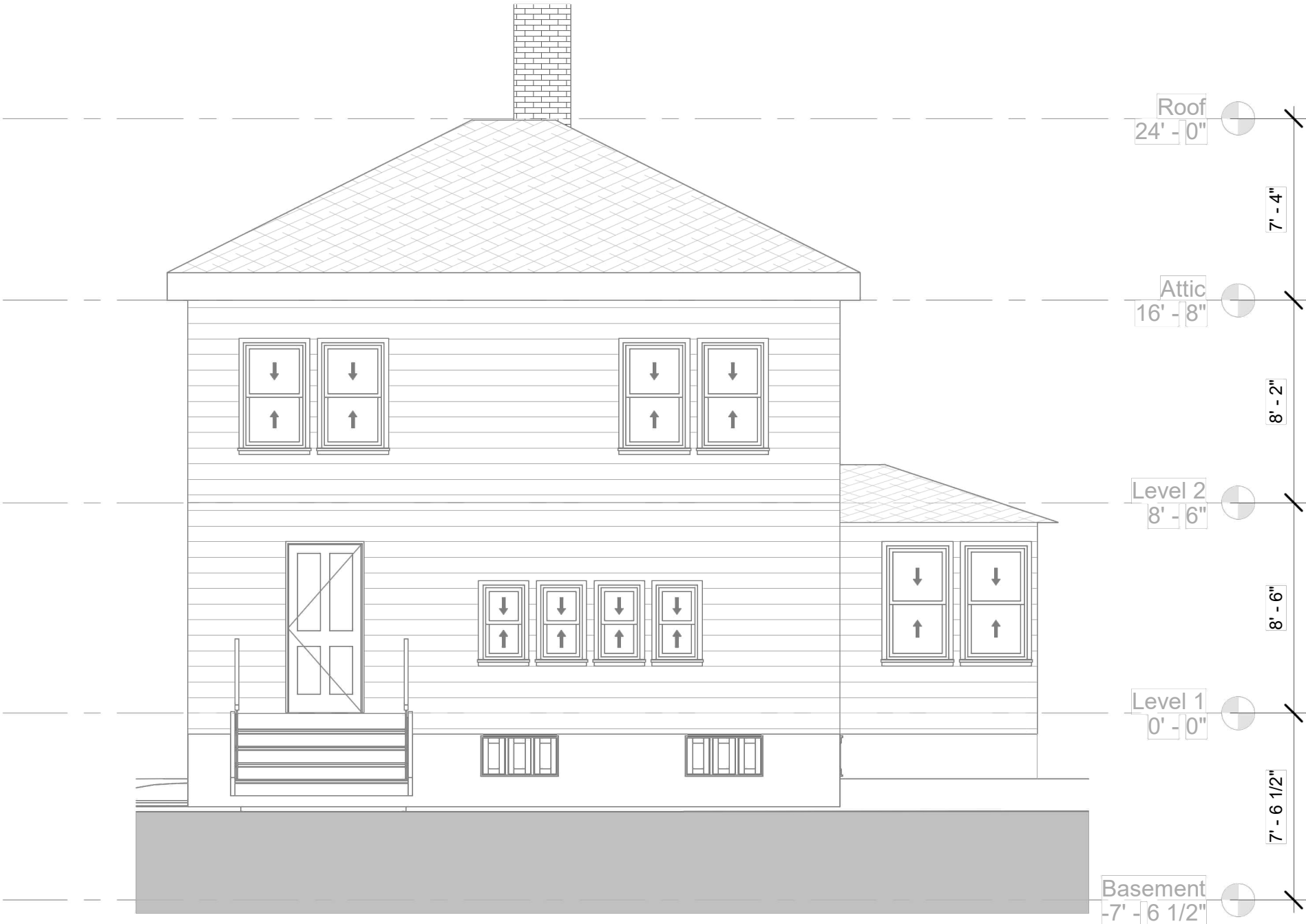


- NEW PARTITIONS
- EXISTING PARTITIONS TO REMAIN
- DOOR NUMBER
- WINDOW NUMBER
- CO2 AND SMOKE DETECTOR

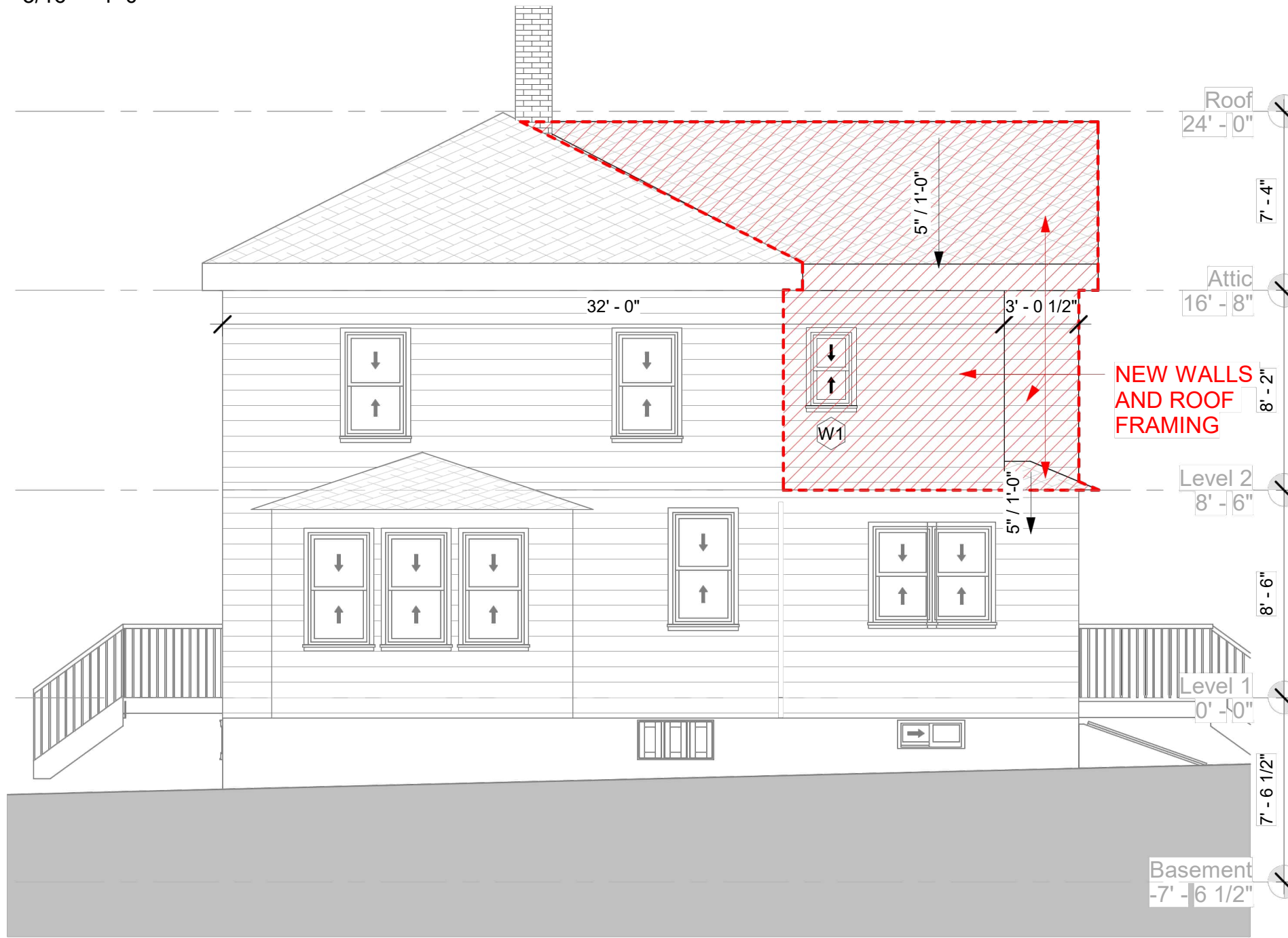
1 Proposed Plan - Roof
1/4" = 1'-0"

PROGRESS SET		ZHE ZHU & FANG GUO 60 ELLICOTT ST, NEEDHAM, MA					CLIENT REF:		PROJECT No: Project Number	
							SCALE:		As indicated	
ISSUE DATE: 07MAY2025		PROPOSED ROOF PLAN					SKETCH No:		A304	
ISSUE	DESCRIPTION	DRN	ORIG	AUTH CHK	APP	DATE				





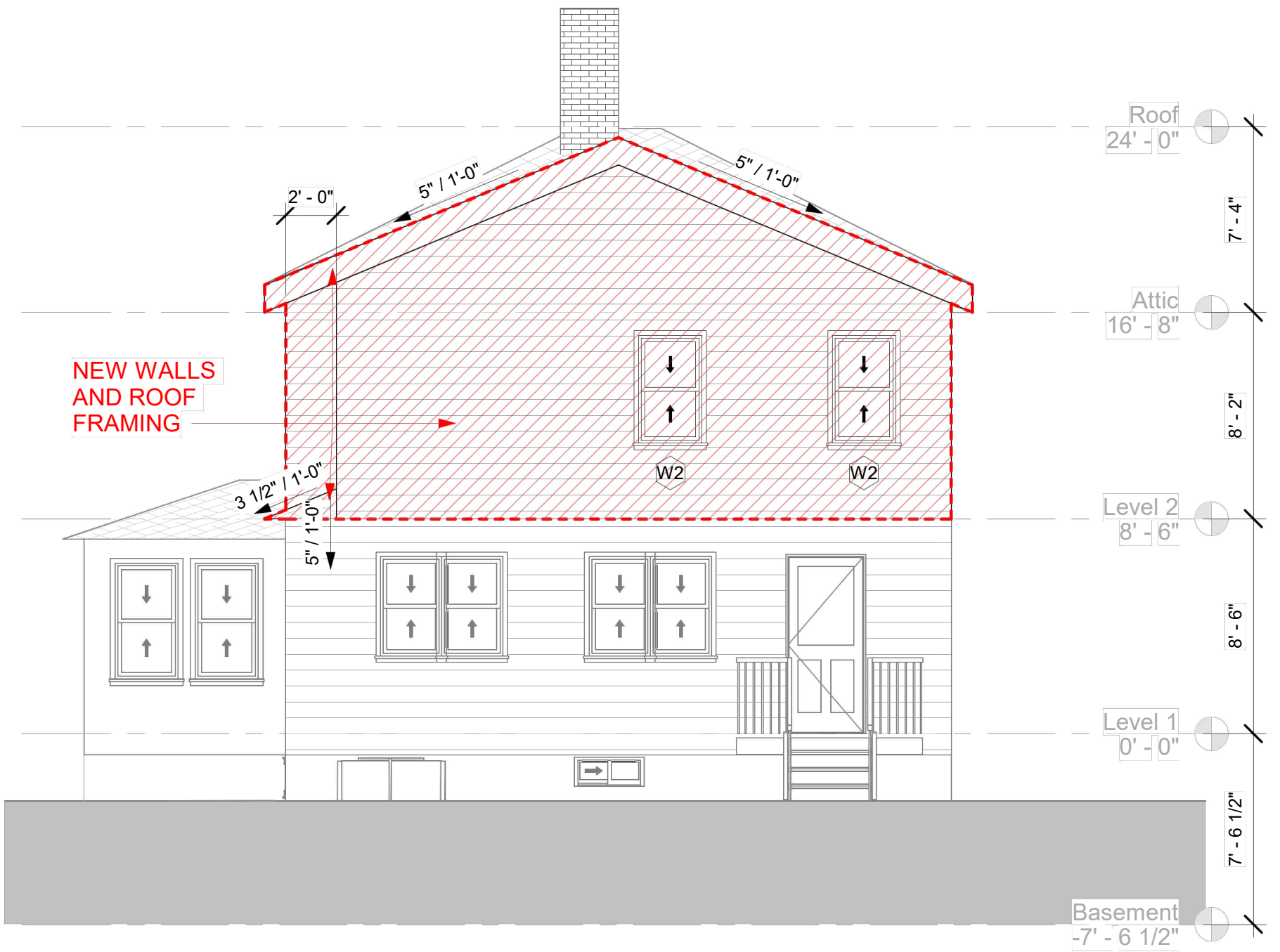
1 WEST ELEVATION PROPOSED
3/16" = 1'-0"



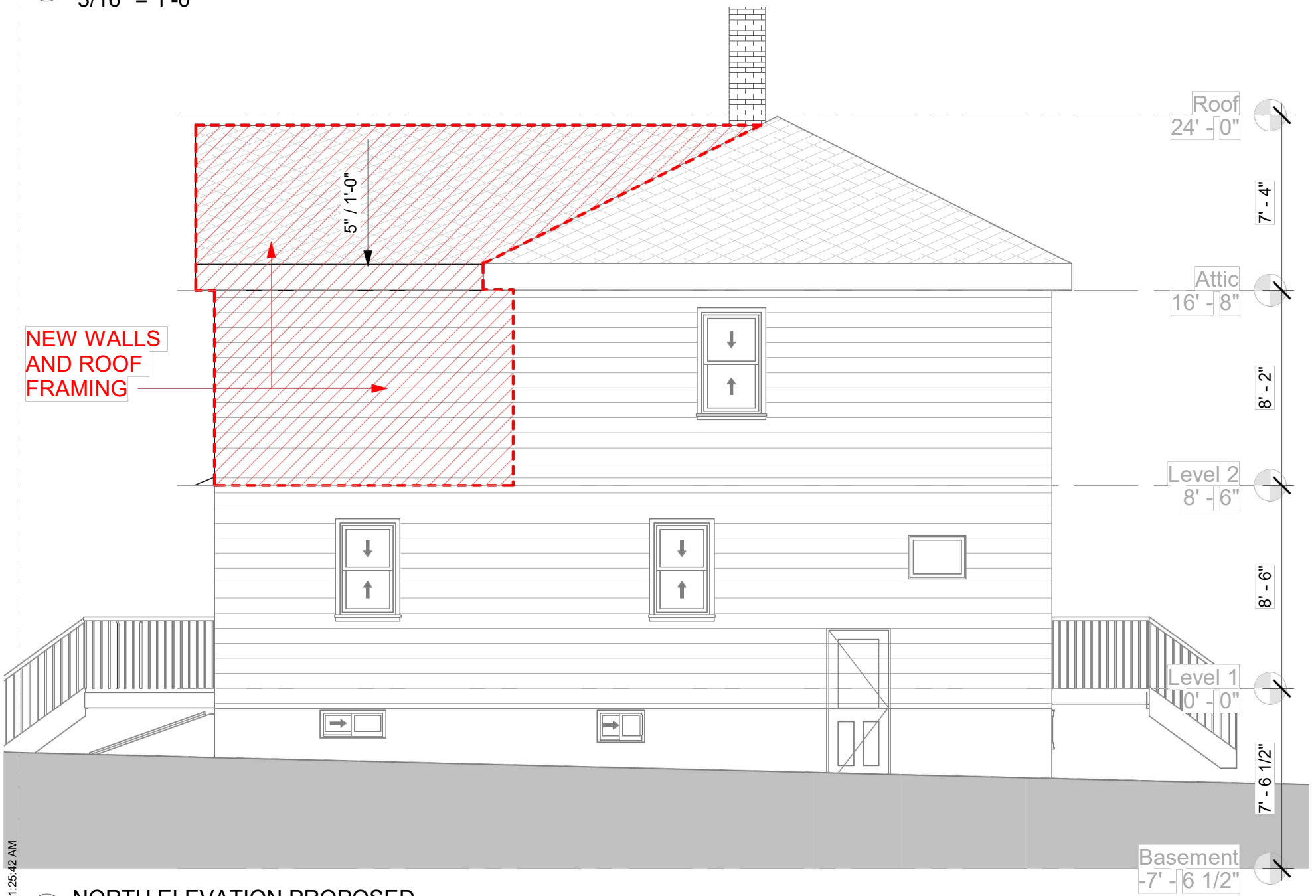
2 SOUTH ELEVATION PROPOSED
3/16" = 1'-0"

6/1/2025 11:25:42 AM

PROGRESS SET		ZHE ZHU & FANG GUO 60 ELLICOTT ST, NEEDHAM, MA					CLIENT REF:	PROJECT No: Project Number		
							SCALE:		3/16" = 1'-0"	
ISSUE DATE: 07MAY2025		PROPOSED WEST & SOUTH ELEVATION					SKETCH No:			
							A401			
ISSUE	DESCRIPTION	DRN	ORIG	AUTH CHK	APP	DATE				



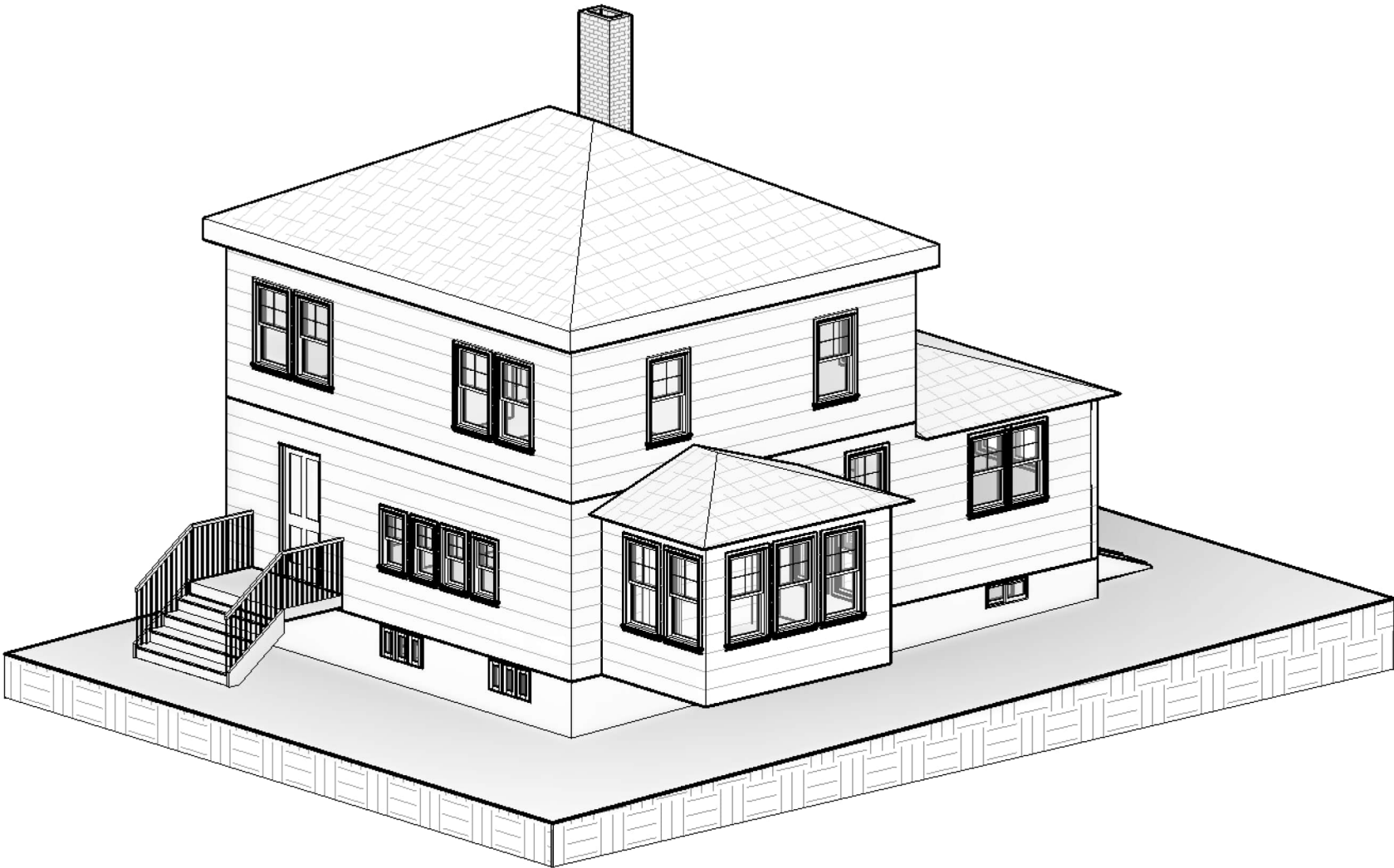
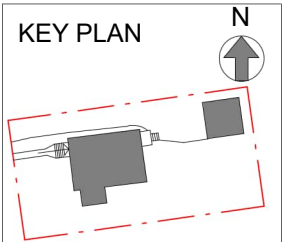
1 EAST ELEVATION PROPOSED
3/16" = 1'-0"



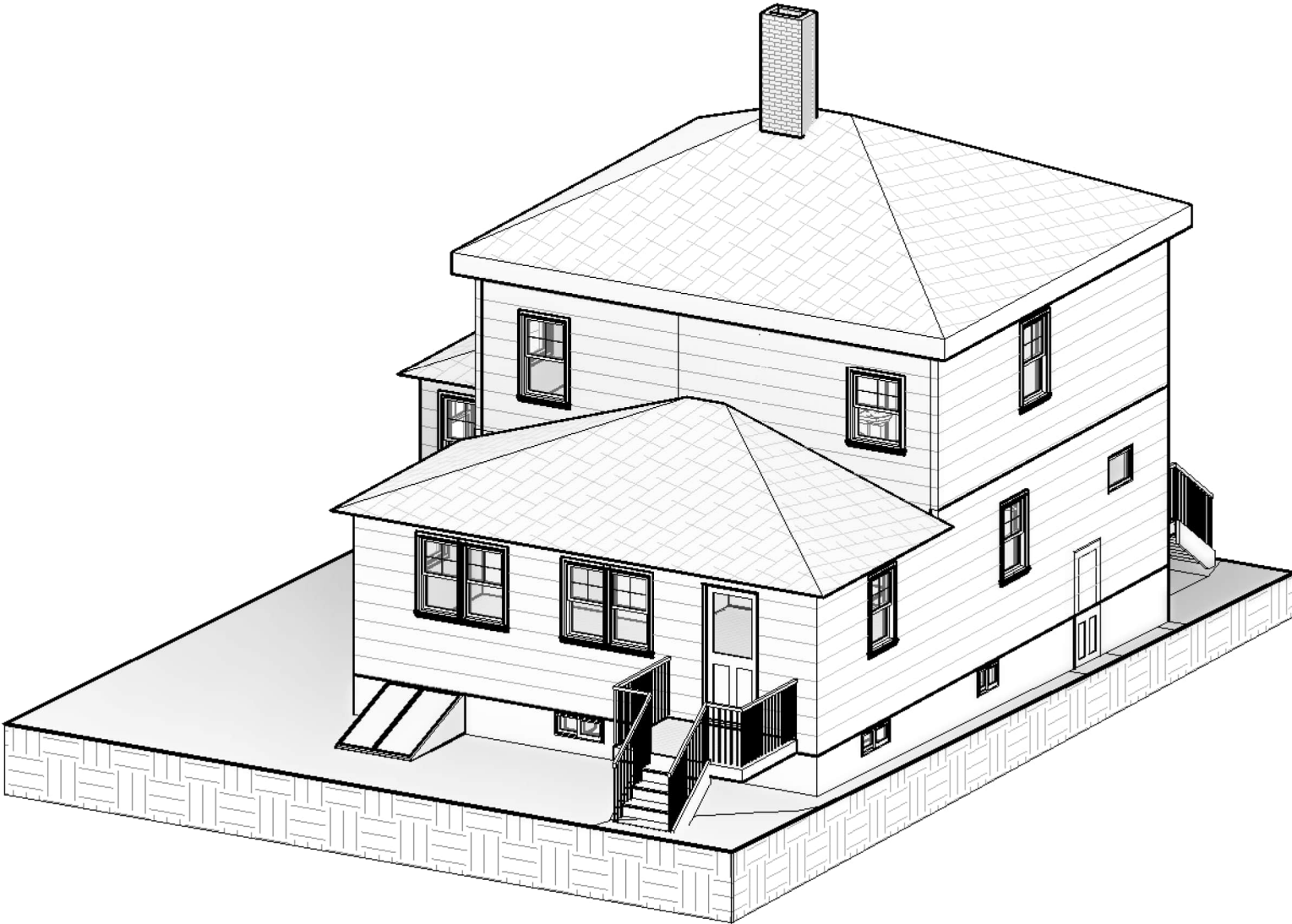
2 NORTH ELEVATION PROPOSED
3/16" = 1'-0"

6/1/2025 11:25:42 AM

PROGRESS SET		ZHE ZHU & FANG GUO 60 ELLICOTT ST, NEEDHAM, MA					CLIENT REF:	PROJECT No: Project Number		
		PROPOSED EAST & NORTH ELEVATION					SCALE:			3/16" = 1'-0"
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ISSUE	DESCRIPTION	DRN	ORIG	AUTH CHK	APP	DATE				



5 3D AXO SOUTHWEST EXISTING



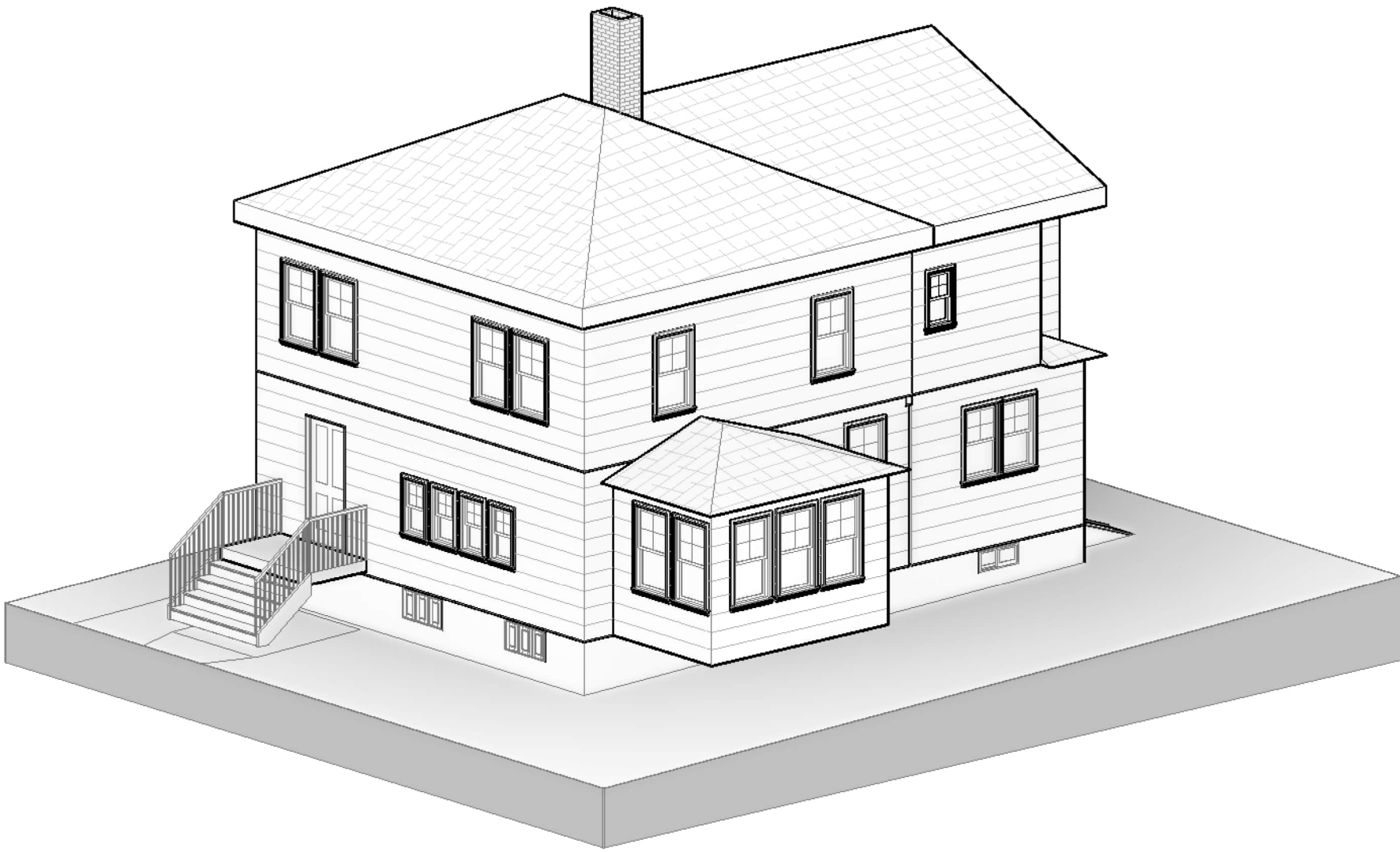
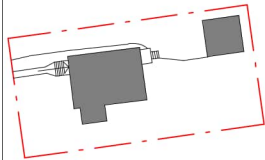
6 3D AXO NORTHEAST EXISTING

6/1/2025 11:25:42 AM

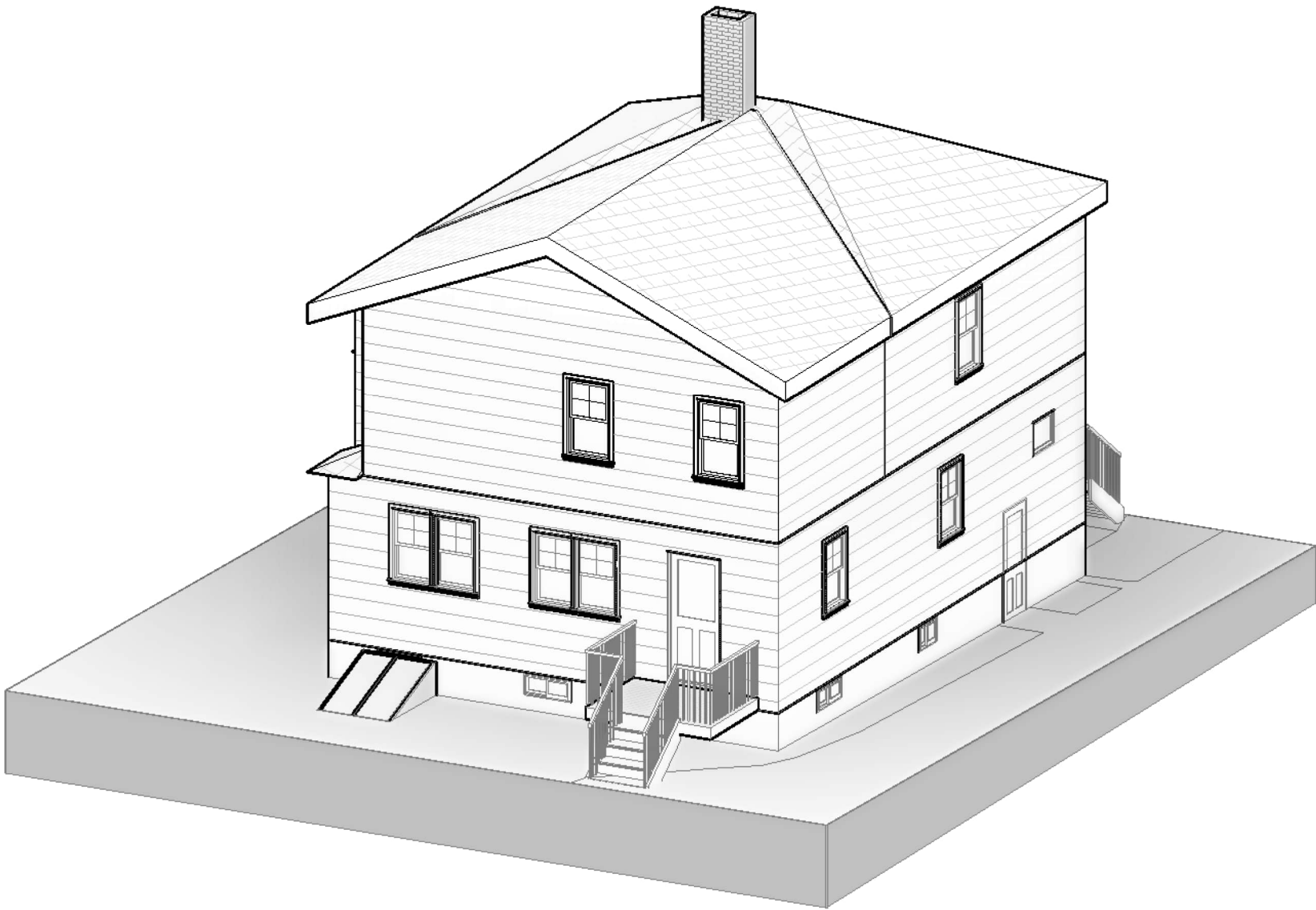
PROGRESS SET		ZHE ZHU & FANG GUO 60 ELLICOTT ST, NEEDHAM, MA					CLIENT REF:		PROJECT No: Project Number		
							SCALE:		A700		
ISSUE DATE: 07MAY2025		EXISTING BUILDING AXOS					SKETCH No:				
ISSUE	DESCRIPTION	DRN	ORIG	AUTH CHK	APP	DATE					







1 3D AXO SOUTHWEST - SPECIAL PERMIT



2 3D AXO NORTHEAST - SPECIAL PERMIT

6/1/2025 11:25:43 AM

PROGRESS SET		ZHE ZHU & FANG GUO 60 ELLICOTT ST, NEEDHAM, MA					CLIENT REF:	PROJECT No: Project Number	
ISSUE DATE: 07MAY2025		PROPOSED BUILDING AXOS					SCALE:		
							SKETCH No:		
							A701		
ISSUE	DESCRIPTION	DRN	ORIG	AUTH CHK	APP	DATE			

Daphne Collins

From: Justin Savignano
Sent: Wednesday, July 9, 2025 9:37 AM
To: Daphne Collins; Joseph Prondak; Thomas Ryder
Subject: Re: 60 Ellicott Street

Hi Daphne,

After review of all the materials, we have no comment or objection to the proposal.

Thanks,

Justin

Get [Outlook for iOS](#)

From: Daphne Collins <dcollins@needhamma.gov>
Sent: Wednesday, July 9, 2025 8:40:46 AM
To: Joseph Prondak <jprondak@needhamma.gov>; Justin Savignano <jsavignano@needhamma.gov>; Thomas Ryder <tryder@needhamma.gov>
Subject: FW: 60 Ellicott Street

I still need the ZBA Review comments.

Daphne M. Collins
Zoning Specialist
Zoning Board of Appeals
Planning and Community Development Department
Town of Needham – Public Services Administration Building
500 Dedham Street
Needham, MA 02492
781-455-7550, ext 72261
dcollins@needhamma.gov
www.needhamma.gov

In- Person Staff Hours are Monday – Wednesday 8:30 am – 5:00pm
Remote Hours – Thursday 8:30 am – 5:00pm

From: Daphne Collins
Sent: Tuesday, July 8, 2025 8:44 AM
To: John Schlittler <JSchlittler@needhamma.gov>; Joseph Prondak <jprondak@needhamma.gov>; Justin Savignano <jsavignano@needhamma.gov>; Tara Gurge <TGurge@needhamma.gov>; Thomas Ryder <tryder@needhamma.gov>
Subject: RE: 60 Ellicott Street

Hi Folks-
Friendly reminder ZBA comments due today.

Daphne Collins

From: Tom Conroy
Sent: Tuesday, July 1, 2025 11:03 AM
To: Daphne Collins
Subject: RE: 60 Ellicott Street

Hi Daphne,
No issues with Fire,



Thomas M. Conroy

Fire Chief - Needham Fire Department

tconroy@needhamma.gov

Ph (781) 455-7580

From: Daphne Collins <dcollins@needhamma.gov>
Sent: Tuesday, June 24, 2025 1:14 PM
To: Donald Anastasi <DAnastasi@needhamma.gov>; Jay Steeves <steevesj@needhamma.gov>; John Schlittler <JSchlittler@needhamma.gov>; Joseph Prondak <jprondak@needhamma.gov>; Justin Savignano <jsavignano@needhamma.gov>; Ronnie Gavel <rgavel@needhamma.gov>; Tara Gurge <TGurge@needhamma.gov>; Thomas Ryder <tryder@needhamma.gov>; Tom Conroy <TConroy@needhamma.gov>
Subject: 60 Ellicott Street

Good Afternoon –

60 Ellicott Street - Zhe Zhu and Fang Gao, owners, applied for a Special Permit to allow the extension, alteration, and enlargement of the lawful, pre-existing non-conforming single-family pursuant to Sections 1.4.6, 4.2.1(e) and any other applicable sections of the By-Law. The relief is associated with adding a second floor the total length of the non-conforming left side wall of the first floor which is 35” in length. The property is located in the Single-Residence B (SRB) zoning district.

Attached please find the application with its associated back-up documents for your information and review.

I appreciate your comments no later than **July 8, 2025** to allow time for the applicant to respond prior to the hearing.

If you have any questions, feel free to contact me.

Thank you,

Daphne

Daphne Collins

From: Tara Gurge
Sent: Tuesday, June 24, 2025 3:16 PM
To: Daphne Collins
Subject: RE: 62 Kimball Street - ZBA Administrative Review - Due July 8, 2025- Public Health

Daphne –

The Public Health Division conducted the Zoning Board review for the proposal for the property located at **#62 Kimball St.** The Public Health Division has no comments to share at this time.

Thanks,

TARA E. GURGE, R.S., C.E.H.T., M.S. (she/her/hers)
ASSISTANT PUBLIC HEALTH DIRECTOR
Needham Public Health Division
Health and Human Services Department
178 Rosemary Street
Needham, MA 02494
Ph- (781) 455-7940; Ext. 211/Fax- (781) 455-7922
Mobile- (781) 883-0127
Email - tgurge@needhamma.gov
Web- www.needhamma.gov/health



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From: Daphne Collins <dcollins@needhamma.gov>
Sent: Tuesday, June 24, 2025 12:21 PM
To: Donald Anastasi <DAnastasi@needhamma.gov>; Jay Steeves <steevesj@needhamma.gov>; John Schlittler <JSchlittler@needhamma.gov>; Joseph Prondak <jprondak@needhamma.gov>; Justin Savignano <jsavignano@needhamma.gov>; Ronnie Gavel <rgavel@needhamma.gov>; Tara Gurge <TGurge@needhamma.gov>; Thomas Ryder <tryder@needhamma.gov>; Tom Conroy <TConroy@needhamma.gov>
Subject: 62 Kimball Street - ZBA Administrative Review - Due July 8, 2025

Good Morning –

Daphne Collins

From: John Schlittler
Sent: Tuesday, July 8, 2025 9:25 AM
To: Daphne Collins
Subject: RE: 60 Ellicott Street

Police have no issues

From: Daphne Collins <dcollins@needhamma.gov>
Sent: Tuesday, July 8, 2025 8:44 AM
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Subject: RE: 60 Ellicott Street

Hi Folks-
Friendly reminder ZBA comments due today.
Thanks,
Daphne

Daphne M. Collins
Zoning Specialist
Zoning Board of Appeals
Planning and Community Development Department
Town of Needham – Public Services Administration Building
500 Dedham Street
Needham, MA 02492
781-455-7550, ext 72261
dcollins@needhamma.gov
www.needhamma.gov

In- Person Staff Hours are Monday – Wednesday 8:30 am – 5:00pm
Remote Hours – Thursday 8:30 am – 5:00pm

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