



OFFICE OF PLANNING & BUILDING
TOWN OF BELMONT
19 Moore Street
Homer Municipal Building
Belmont, Massachusetts 02478-0900

Building Division
(617) 993-2664
Planning Division
(617) 993-2666

Telephone: (617) 993-2650

October 14, 2025

Jennifer McMullin
103 Country Club Lane
Belmont, MA 02478

RE: Denial to Construct an Attached Garage.

Dear Ms. McMullin

The Office of Planning and Building is in receipt of your building permit application for your proposal to construct an attached garage at 103 Country Club Lane located in a Single Residence A Zoning District.

Your application has been denied because it does not comply with the current Town of Belmont Zoning By-Law. More specifically, §4.2.2A-7 allows the reduction of a rear setback of corner lots to not less than the requirement of a side setback by a Special Permit granted by the Board of Appeals, taking into consideration the configuration of the lot and the effect upon the neighboring property. The existing rear setback to the principal structure is 40.2' and the rear setback to the proposed addition is 15.4'.

You may alter your plans to conform to the current Town of Belmont Zoning By-Law and resubmit a building permit application, or you may request One Special Permit from the Board of Appeals. If you choose this option, please contact the Office of Community Development to schedule an appointment with Ara Yogurtian, Inspector of Building at (617) 993-2650 in order to begin the process.

Sincerely,

Ara Yogurtian C.B.O.
Inspector of Buildings



Town of Belmont
Zoning Board of Appeals

APPLICATION FOR A SPECIAL PERMIT

Date: 10/7/25

Zoning Board of Appeals
Homer Municipal Building
19 Moore Street
Belmont, MA 02478

To Whom It May Concern:

Pursuant to the provisions of Massachusetts General Laws, Chapter 40A, Section 9, as amended, and the Zoning By-Laws of the Town of Belmont, I/we the undersigned, being the owner(s) of a certain parcel of land (with the buildings thereon) situated on 103 Country Club Ln. Street/Road, hereby apply to your Board for a **SPECIAL PERMIT** for the erection or alteration on said premises or the use thereof under the applicable Section of the Zoning By-Law of said Town for _____

a single story attached garage.

on the ground that the same will be in harmony with the general purpose and intent of said Zoning By-Law.

Signature of Petitioner

Jennifer F. McMullin

Print Name

Jennifer McMullin

Address

103 Country Club Ln.

Belmont, MA 02478

Daytime Telephone Number

781.879.9225

Belmont ZBA

Special Permit Narrative Statement

103 Country Club Lane

Jen and Dave McMullin are seeking one special permit in order to construct an attached two car garage. Specifically, Belmont zoning allows the owner of a corner lot to reduce their rear yard setback to a side yard setback by special permit (section 4.2.2.A.7).

The McMullins have 4 children, all of whom drive. The additional garage space would allow them to discreetly minimize the number of cars parked in their driveway.

The design of the garage is intended to blend in seamlessly with the aesthetic of the house, incorporating materials and details such as a partial stone veneer, corner trim boards, a pent roof, garage doors, and a round accent window all to match the existing house. The garage addition is only a single story, with a height of 14'-6" to the midpoint of the roof. The proposed garage is also tucked around the corner on the west side, where it has no visible impact on the massing of the front façade of the home.

There is an abundance of natural landscape screening, including a tall arborvitae hedge, between this property and the adjacent neighbor.

There are several other homes in the immediate vicinity that have garage parking for multiple cars, and the McMullin's home is still very consistent with the size and scale of the neighborhood. The proposed design is in harmony with the neighborhood vernacular, in keeping with the intent of Town Meeting and the zoning bylaws, and not substantially detrimental to the neighborhood.

Thank you for your consideration on this matter.

Zoning Compliance Check List

(Registered Land Surveyor)

Property Address: 103 Country Club Lane Zone: SRA
 Surveyor Signature and Stamp: _____ Date: _____

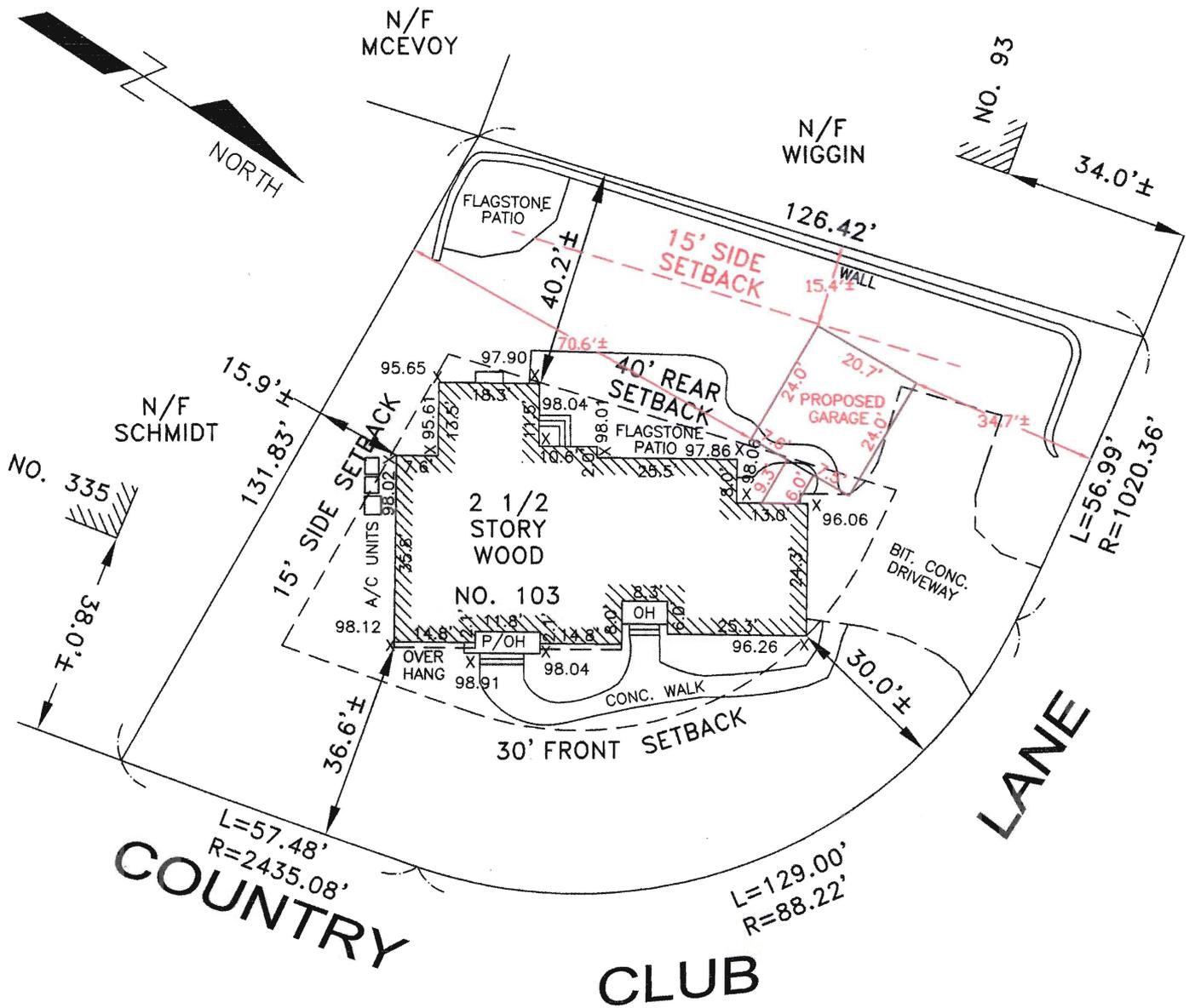
	REQUIRED	EXISTING	PROPOSED
Lot Area	25,000 S.F.	16,217 S.F.	16,217 S.F.
Lot Frontage	125'	243.47'	243.47'
Floor Area Ratio	N/A	N/A	N/A
Lot Coverage	20%	16.7%	20.0%
Open Space	50%	71.0%	67.7%
Front Setback	30'	30.0'	34.7'
Side Setback	15'	15.9'	70.6'
*Prop. Side	15'	N/A	15.4'
Rear Setback	30'	45.5'	N/A
Building Height	30'	36.7'	To Mid. On Gar. 14.6'
Stories	2-1/2	2-1/2	1 To Prop. Garage Roof
1/2 Story Calculation	N/A		

NOTES:

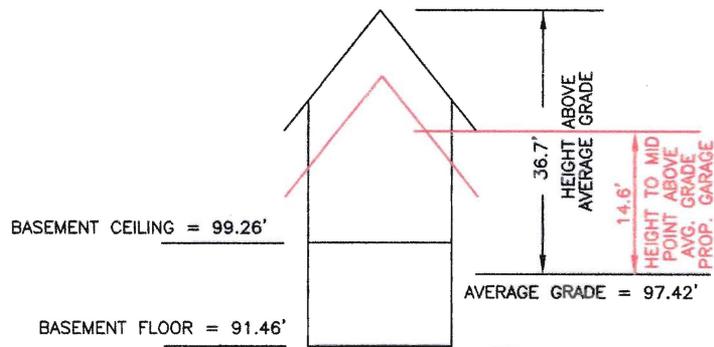


June 4, 2013

Doug Johnston
8/23/25



LOT AREA = 16,217 S.F.±
 EXISTING BUILDING = 2,704 S.F.±
 EXISTING PAVEMENT + WALK = 1,996 S.F.±
 PROPOSED ADDITION = 540 S.F.±
 EXISTING LOT COVERAGE = 16.7%
 PROPOSED LOT COVERAGE = 20.0%
 EXISTING OPEN SPACE = 71.0%
 PROPOSED OPEN SPACE = 67.7%



NOTES

1. SEE DEED RECORDED IN MIDDLESEX COUNTY REGISTRY OF DEEDS IN LAND COURT BOOK 1430, PAGE 4.
2. SEE PLAN RECORDED IN MIDDLESEX COUNTY REGISTRY OF DEEDS AS LAND COURT PLAN WITH CERTIFICATE 42091.
3. SUBJECT PARCEL IS LOCATED IN ZONE SRA.
4. SUBJECT PARCEL IS LOCATED IN FLOOD ZONE X AS SHOWN ON PANEL 25017C0412F WITH AN EFFECTIVE DATE OF JULY 8, 2025
5. NO PUBLIC SHADE TREE IS LOCATED WITHIN THE LIMITS OF THE PROPERTY FRONTAGE OF THE SUBJECT PROPERTY.
6. FRONT SETBACK=38.0+34.0=72.0/2=36.0; FRONT SETBACK=30'.



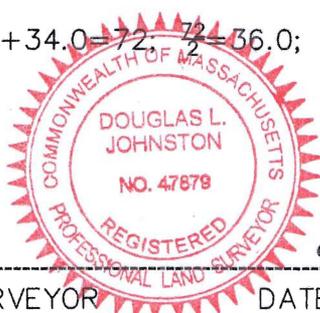
(IN FEET)
1 inch = 30 ft.

CERTIFIED PLOT PLAN
IN
BELMONT, MA

SCALE: 1" = 20' AUGUST 9, 2025

DLJ GEOMATICS
PROFESSIONAL LAND SURVEYING
276 NORTH STREET
WEYMOUTH, MA 02191
(781) 812-0457

103 COUNTRY CLUB LN BELMONT.dwg



8/23/25

Douglas L. Johnston
PROFESSIONAL LAND SURVEYOR

DATE

PROGRESS SEPTEMBER 11, 2025

ENERGY AUDIT:

COMPLIANCE DETERMINED BY MASSACHUSETTS STRETCH ENEERGY CODE (IECC 2021 W/ MASS AMENDMENTS SECTION N1101). PROPERTY FALLS UNDER CLIMATE ZONE 5A.

PRESCRIPTIVE OPTION FOR RESIDENTIAL ADDITION (401.3):

1. RENOVATION TO COMPLY WITH ENERGY STAR QUALIFIED HOMES THERMAL BYPASS INSPECTION CHECKLIST. INSULATION VALUES AS FOLLOWS: R60 ROOF R-VALUE, R30 FLOOR R-VALUE, R20+5 WALL R-VALUE, R15/19 BASEMENT / CRAWL SPACE WALL R-VALUE.
2. RENOVATION TO COMPLY WITH ENERGY STAR PROGRAM REQUIREMENTS FOR RESIDENTIAL WINDOWS, DOORS, AND SKYLIGHTS - VERSION 5.0. ALL NEW WINDOW GLAZING TO BE .30 U FACTOR AND SKYLIGHTS TO BE .55 U-FACTOR.
3. HEATING / COOLING DUCTS TO BE SEALED AND TESTED TO MEET REQUIREMENTS OF 401.3.

PROJECT INFORMATION:

BELMONT ZONING SR-A:

REQUIRED:

MAX 20% LOT COVERAGE
MIN 50% OPEN SPACE

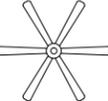
PRINCIPLE BUILDING:
FRONT YARD SETBACK: 30'-0"
REAR YARD SETBACK: 40'-0"
SIDE YARD SETBACK: 15'-0"

ACCESSORY BUILDING (DETACHED GARAGE):
FRONT YARD SETBACK: 30'-0"
REAR YARD SETBACK: 5'-0"
SIDE YARD SETBACK: 5'-0"
SETBACK FROM PRINCIPLE BUILDING: 5'-0"
MAX AREA: 660 SF
MAX HEIGHT: 15' TO MIDPOINT

DRAWING LIST

- A1 COVER SHEET
- A2 EXISTING PARTIAL FLOOR PLAN
- A3 NEW PARTIAL FLOOR PLAN
- A4 EXISTING & NEW ELEVATIONS

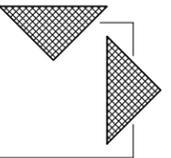
LIGHTING LEGEND

-  RECESSED LED CAN LIGHT - AS SELECTED BY OWNER
-  CEILING MOUNTED PENDANT - AS SELECTED BY OWNER
-  CEILING MOUNTED DOME LIGHT - AS SELECTED BY OWNER
-  WALL MOUNTED SCONCES AS SELECTED BY OWNER
-  CEILING FAN WITH INTEGRAL LIGHT - AS SELECTED BY OWNER
-  S.D. SMOKE DETECTOR - NOTE ALL NEW AND EXISTING SMOKES TO BE HARD-WIRED PER CODE
-  S/CO HARD-WIRED SMOKE / CARBON MONOXIDE DETECTOR
-  DATA CONNECTION
-  TELEPHONE / DATA CONNECTION
-  ELECTRIC OUTLET (SPECIFIC LOCATIONS ONLY - ALL OUTLETS AS REQUIRED BY CODE ARE NOT SHOWN ON PLANS)

SYMBOL LEGEND

-  WALL TO BE DEMOLISHED
-  EXISTING WALL TO REMAIN
-  NEW WALL
-  INTERIOR ELEVATION
-  SECTION
-  DOOR TAG
-  WINDOW TAG

**MILLER
DESIGN LLC**

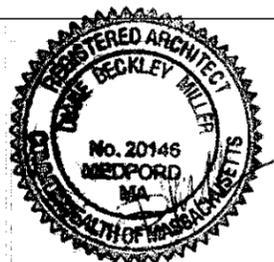


80 CLARK STREET
BELMONT, MA 02478

Architect:
Miller Design LLC
80 Clark Street
Belmont MA 02478
617-993-3157

Date: _____ Issued for: _____

6/10/25	SCHEMATIC DESIGN
8/15/25	PROGRESS
8/25/25	PROGRESS
9/11/25	PROGRESS

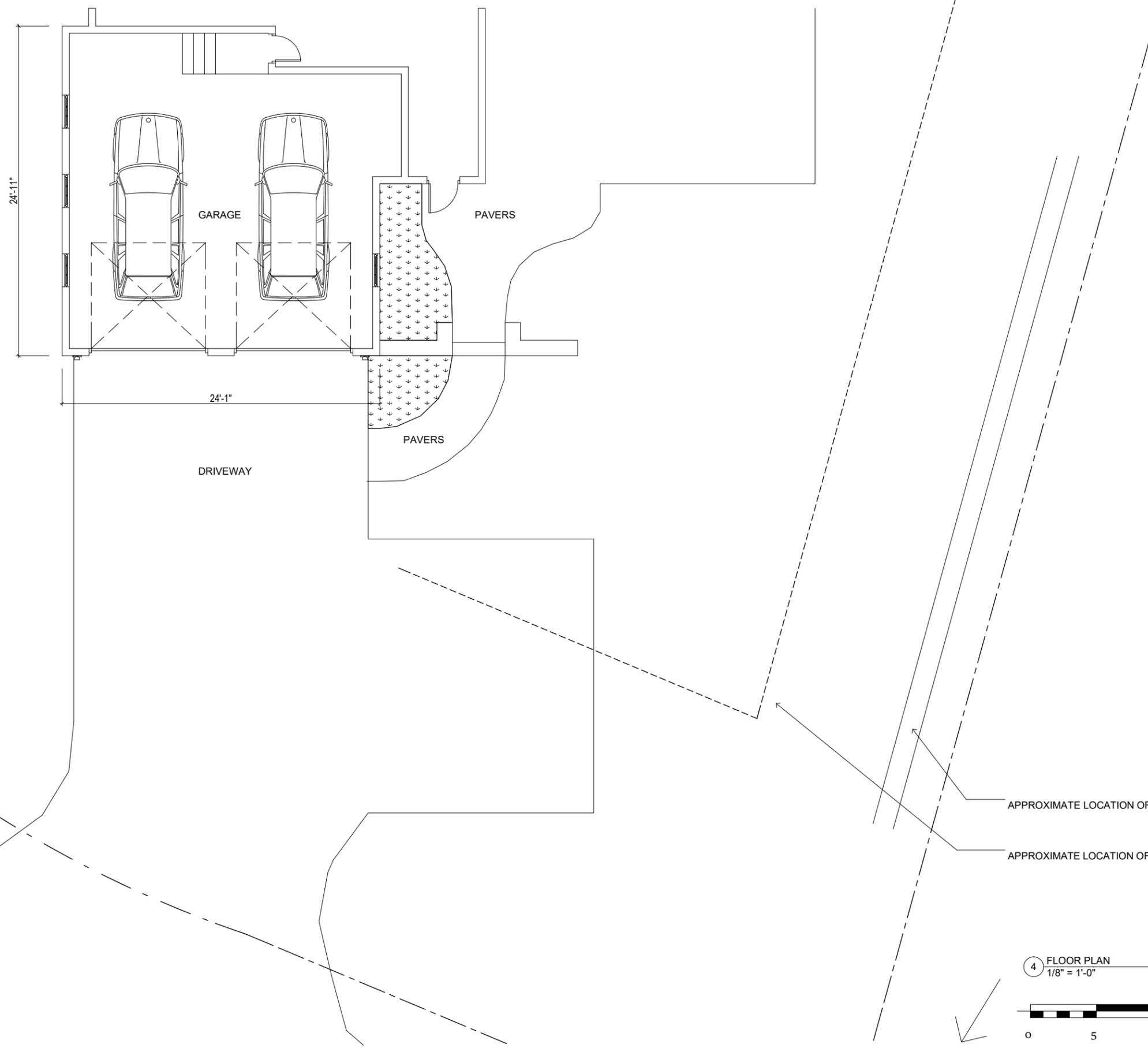


MCMULLIN RESIDENCE
103 COUNTRY CLUB LANE
BELMONT MA 02478

COVER SHEET

Sheet
Number:

A1

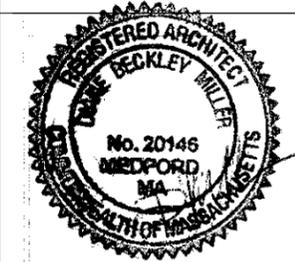


**MILLER
DESIGN LLC**

80 CLARK STREET
BELMONT, MA 02478

Architect:
Miller Design LLC
80 Clark Street
Belmont MA 02478
617-993-3157

Date:	Issued for:
6/10/25	SCHEMATIC DESIGN
8/15/25	PROGRESS
8/25/25	PROGRESS
9/11/25	PROGRESS



MCMULLIN RESIDENCE
103 COUNTRY CLUB LANE
BELMONT MA 02478

**EXISTING PARTIAL
FLOOR PLAN**

Sheet
Number:

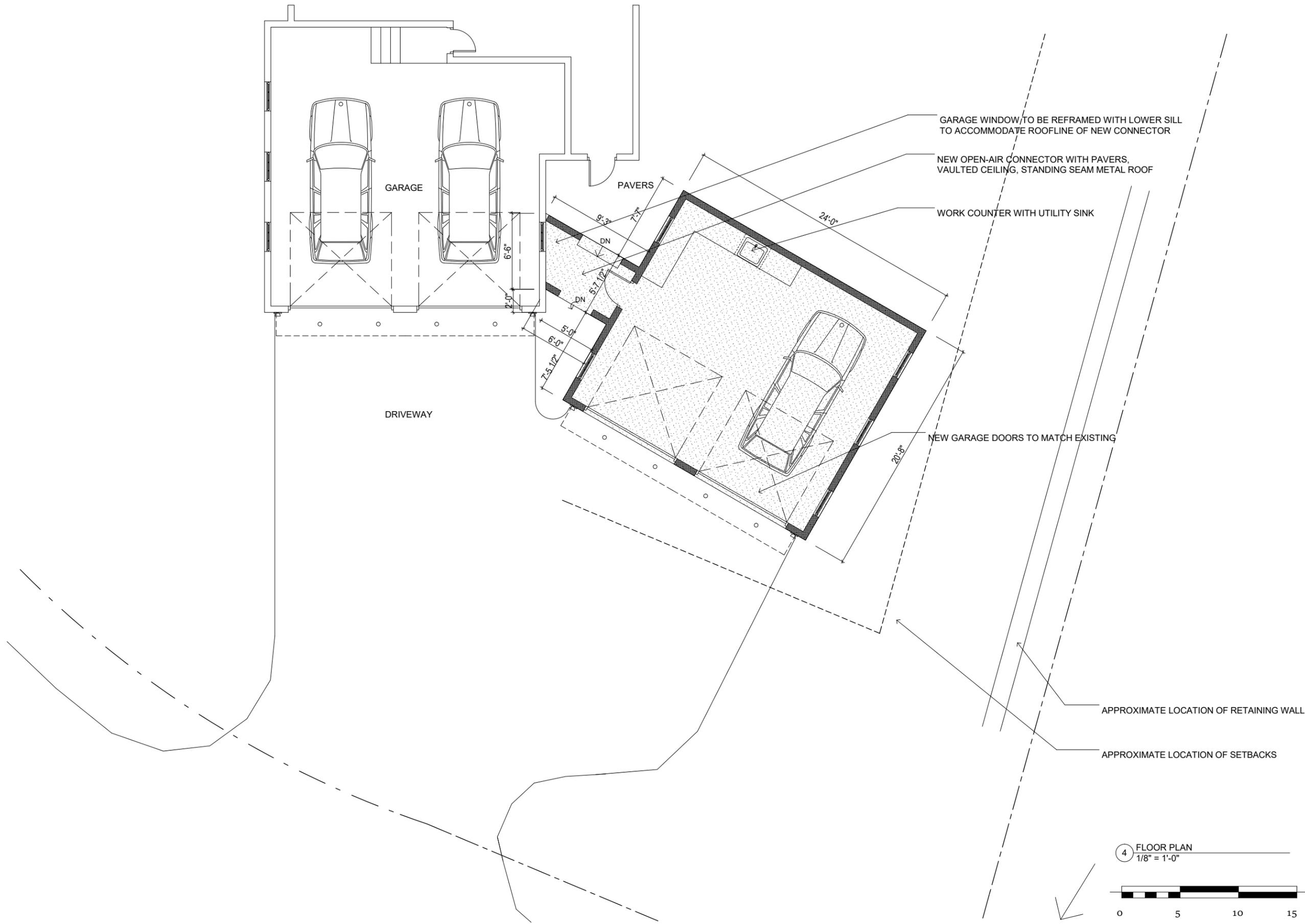
A2

APPROXIMATE LOCATION OF RETAINING WALL

APPROXIMATE LOCATION OF SETBACKS

4 FLOOR PLAN
1/8" = 1'-0"



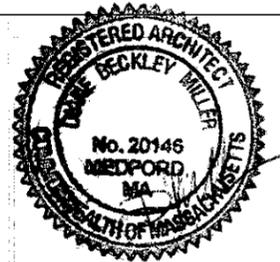


**MILLER
DESIGN LLC**

80 CLARK STREET
BELMONT, MA 02478

Architect:
Miller Design LLC
80 Clark Street
Belmont MA 02478
617-993-3157

Date:	Issued for:
6/10/25	SCHEMATIC DESIGN
8/15/25	PROGRESS
8/25/25	PROGRESS
9/11/25	PROGRESS

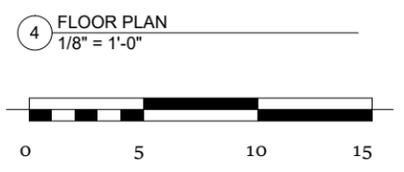


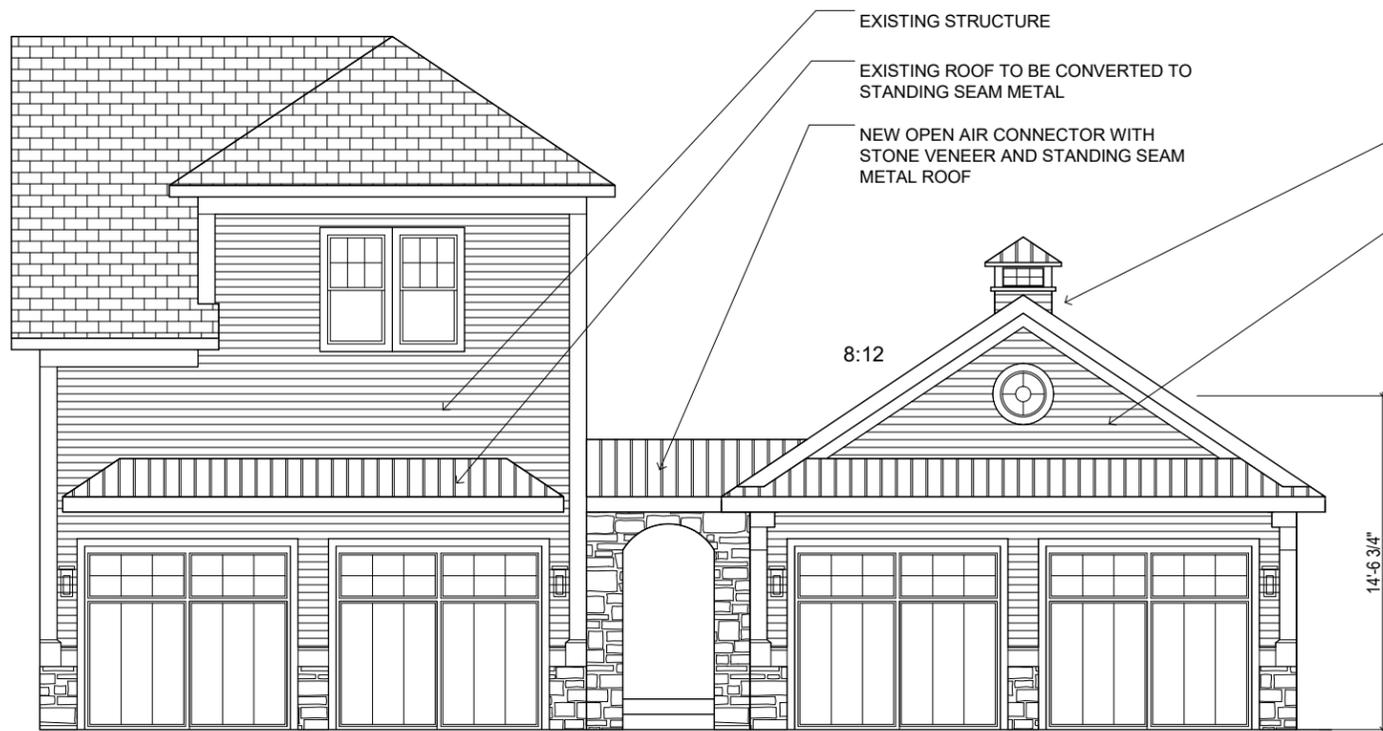
MCMULLIN RESIDENCE
103 COUNTRY CLUB LANE
BELMONT MA 02478

**NEW PARTIAL
FLOOR PLAN**

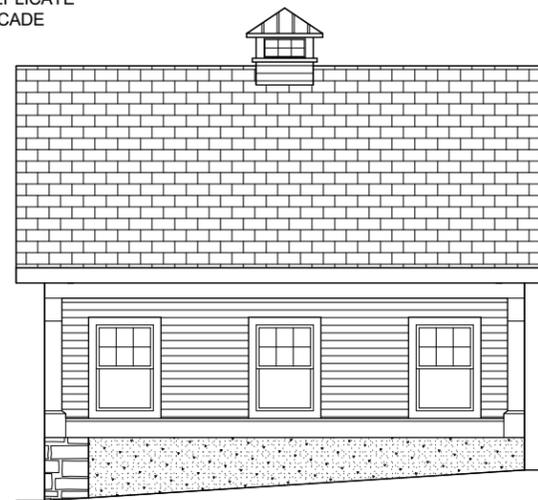
Sheet
Number:

A3

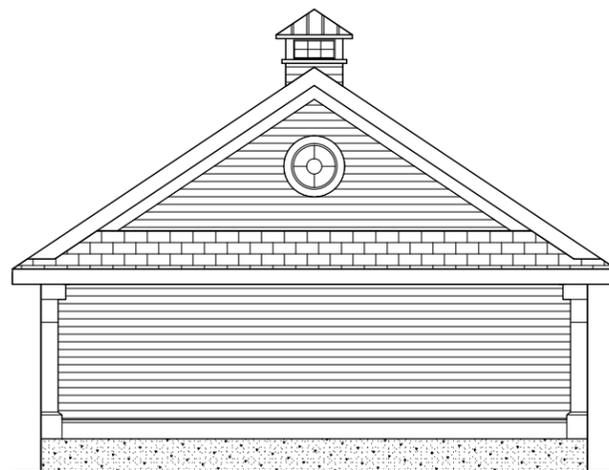




1 FRONT ELEVATION
SCALE: 1/8" = 1'



2 SIDE ELEVATION
SCALE: 1/8" = 1'



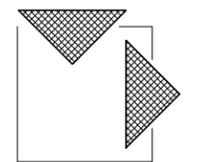
3 REAR ELEVATION
SCALE: 1/8" = 1'



4 SIDE ELEVATION
SCALE: 1/8" = 1'



MILLER
DESIGN LLC

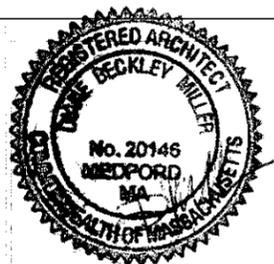


80 CLARK STREET
BELMONT, MA 02478

Architect:
Miller Design LLC
80 Clark Street
Belmont MA 02478
617-993-3157

Date: Issued for:

6/10/25	SCHEMATIC DESIGN
8/15/25	PROGRESS
8/25/25	PROGRESS
9/11/25	PROGRESS



MCMULLIN RESIDENCE
103 COUNTRY CLUB LANE
BELMONT MA 02478

ELEVATIONS

Sheet
Number:

A4