

**PLANNING BOARD**

Michael A. Podolski, Esq., Chair  
John R. Bethoney, Vice Chair  
Robert D. Aldous, Clerk  
James E. O'Brien IV  
Ralph I. Steeves

**Planning Director**

Richard J. McCarthy, Jr.  
[rmccarthy@dedham-ma.gov](mailto:rmccarthy@dedham-ma.gov)

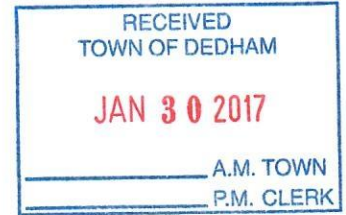


Town Hall  
26 Bryant Street  
Dedham, MA 02026-4458  
T: 781-751-9242  
F: 781-751-9225

**Administrative Assistant**  
Susan Webster  
[swebster@dedham-ma.gov](mailto:swebster@dedham-ma.gov)

**TOWN OF DEDHAM  
PLANNING BOARD**

**CERTIFICATE OF ACTION  
APPLICATION FOR MINOR SITE PLAN REVIEW**



**Applicant:** Shultz's Guest House  
**Subject Property:** 7 Burgess Lane, Dedham, MA  
**Owner:** River Bend, Inc.  
**Owner's Address:** 7 Burgess Lane, Dedham, MA  
**Date:** September 29, 2016

**PROJECT SUMMARY**

Shultz's Guest House is home for rescue dogs that are housed, cared for, and put up for adoption. The building is comprised of a couple of meet and greet areas, laundry, utility room, storage, and kennel space for each dog. The principle use is allowed by special permit in the Single Residence A Zoning District. Shultz's Guest House sought and obtained a special permit to operate a 501(c) 3 rescue/adoption center for dogs. The Project is also subject to Site Plan Review by the Dedham Planning Board pursuant to Section 9.5 of the Dedham Zoning By-Law.

**BACKGROUND AND FACTS**

1. James Halpin and River Bend, Inc., hereinafter referred to collectively as the "Applicant," are the owners of the property known and numbered as 7 Burgess Lane, Dedham, MA (hereinafter referred to as the "Subject Property").
2. The Subject Property was originally shown on the Dedham Assessors Map 30, Lot 1,1A and 1B.
3. The Subject Property contains approximately 3 acres of land and has approximately 125 feet of frontage on Burgess Lane.
4. According to the Dedham Zoning Map, the subject property is located in the Single Residence A (SRA) zoning district.

5. Table 1 (“Use Regulation Table”) of the Dedham Zoning By-Law provides that charitable institutions are allowed by special permit.
6. Section 9.5.2 of the Dedham Zoning By-Law provides that “site plan review and approval by the Planning Board shall be required before a building or occupancy permit can be issued for any change to a use which increases parking requirements.”
7. On August 26, 2016, the Applicant submitted the following to the Planning Board (hereinafter referred collectively as the “Application”):
  - “Form X: Application for Site Plan Review”
  - Site Plan prepared by GCG Associates, Inc., 84 Main Street, Wilmington, MA, dated August 22, 2016, revised through October 7, 2016
  - Drainage Report prepared by GCG Associates, Wilmington, MA dated August 2016
  - Floor Plans and building elevations prepared by Concise Design Group, 7 Kent Street #4, Brookline, MA, undated
  - Zoning Board of Appeals Decision VAR 04-16-2082, dated May 18, 2016.
8. The Application was reviewed by the Planning Board and the Planning Director, and was determined to satisfy all of the submittal requirements for Site Plan Review under Section 9.5 of the Dedham Zoning By-Law.
9. In accordance with Section 9.5.6 of the Dedham Zoning By-Law, upon receipt of the Application and above material, the Planning Board distributed copies of the aforesaid plan to, and otherwise solicited comments from, various Town of Dedham boards, departments, and officials.
10. The Planning Director issued a written report on the Project dated September 29, 2016.
11. The Planning Board, consisting of Michael A. Podolski, Esq., Chair, John R. Bethoney, Vice Chair, Robert D. Aldous, Clerk, James E. O’Brien IV, and Ralph I. Steeves, initially reviewed and considered the “Application for Site Plan Review” at its regularly scheduled meeting on September 29, 2016. Richard J. McCarthy, Jr., Planning Director was also present on behalf of the Planning Board.
12. Relative to said meeting, the Planning Board caused the required written notice of said meeting to be mailed to abutters of the subject property as required by Section 9.5.6, and caused the meeting to be posted as required by State law and Town By-Law.
13. The Applicant was represented at each meeting by James Halpin, owner of Shultz’s Guest House, and Susan Harrington and Eric Wong of GCG Associates.
14. At the meeting, the Applicant and its representatives were provided an opportunity to make a full presentation. This was followed by questions and comments from the Planning Board. Notwithstanding that these meetings are not advertised public hearings, the Planning Board accepted testimony and questions from the public.

## **DECISION**

At a meeting duly held on September 29, 2016, after discussion, the Planning Board, consisting of Michael A. Podolski, Esq., Chairman, John Bethoney, Vice Chairman, Robert D. Aldous, Clerk, Ralph I. Steeves, and James E. O'Brien IV, voted unanimously (5-0), to approve and grant the Minor Site Plan with the following **CONDITIONS**:

1. Prior to any occupancy permit being issued, the Planning Director will be contacted by the Applicant upon completion of the project to verify that the project has been completed in full compliance with the specifications of the plan as most recently amended and approved in this Certificate of Action. A compliance letter will be issued forthwith once found to be properly completed.
  
1. The Applicant agrees that, no later than from **one year** from the Certificate of Occupancy, the Applicant shall file a written report with the Town Planner detailing the compliance of the project with all terms and conditions of this certificate, and, if not, the expected completion date. The Planning Board reserves the right to require the applicant to appear before the Planning Board to further discuss and review compliance with this certificate of action.
  
2. Members of the Planning Board and the Planning Director shall be permitted access to the project site during construction with proper notification to the Applicant subject to applicable safety requirements as established by the Applicant or its Contractor.

Dated: November 28, 2016

By the Dedham Planning Board:



Robert D. Aldous, Clerk