

To: John Gunn, Chair, and the City of Beacon Planning Board  
Date: June 6, 2019  
Re: **27 Fowler Street, Special Permit for Accessory Apartment**

I have reviewed the revised Site Plan sheet, dated May 28, 2019.

**Proposal**

The applicant is proposing to replace an existing garage in the R1-5 zoning district with a studio accessory apartment.

**Comments and Recommendations**

1. The Site Plan should confirm that the house is a single-family residence and the owner will occupy one of the dwellings on the lot.
2. Since the accessory building is so close to the adjacent parcels, the plan should include an aerial photo, showing the house locations and major site plan elements of the adjoining properties.
3. Zoning Section 226-26 C(2)(a) requires that parking spaces shall be at least 18 feet long. The three parking spaces shown on the Site Plan are less than 18 feet.
4. The Board and applicant should consider reversing the floor plan, so that the main living room and dining area windows overlook the back yard of the host house, rather than the neighbor's back yard. The elevations should also note exterior materials and colors.
5. The EAF noted flood lights as part of the application. Lighting locations and fixture details should be included on the plans with notes that the lights will be shielded, so that there will be no direct glare or light spillover onto adjacent properties or above the horizontal plane into the night sky.
6. An accessory apartment requires a Special Permit from the City Council, so the Planning Board needs to submit a recommendations report to the Council.

If you have any questions or need additional information, please feel free to contact me.

John Clarke, Beacon Planning Consultant

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