

To: John Gunn, Chair, and the City of Beacon Planning Board

Date: November 8, 2019

Re: **3 Water Street, Site Plan and Special Permit for Accessory Apartment**

I have reviewed the October 24, 2019 Site Plan and Special Permit applications, October 25, 2019 Full EAF Part 1, and a 2-sheet Special Permit Application set from Aryeh Siegel dated October 29, 2019.

Proposal

The applicant is proposing to construct a one-story accessory apartment addition on a 0.54-acre lot, which is partially in the R1-5 zoning district and partially in the CMS district.

Comments and Recommendations

1. The plans should include a detailed aerial photo or show all the buildings on the adjacent lots to help assess potential impacts on neighboring properties.
2. Under 223-24.1 A, accessory apartments are only permitted in residential districts, so the proposed apartment cannot be placed in the current CMS district. The CMS district also has a 2-story minimum height requirement. Since this site was merged into one parcel, the City Council could act to rezone this portion of the lot into the R1-5 district.
3. An analysis should be provided, demonstrating how the proposed accessory apartment meets the standards in Section 223-24.1. An accessory apartment requires a Special Permit from the City Council, but first the Planning Board needs to submit a recommendations report to the Council.
4. Sheet 1 shows parking proposed in front of the buildings. In the CMS district parking must be behind the building or to the side at least 40 feet from the front lot line (see 223-41.18 G(1)). In the R1-5 district no off-street parking shall be located in any front yard (see 223-26 C(1)). A landscaped parking lot should be provided south of the house with narrow driveways to the garage and parking area. Street trees and landscaping should be included along the frontage.
5. For the exterior lighting, notes on the plan should confirm 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.

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

John Clarke, Beacon Planning Consultant

c: Dave Buckley, Building Inspector
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