

To: Jay Sheers, Chair, and the City of Beacon Planning Board

Date: April 7, 2017

Re: **475 Main Street, Special Permit and Site Plan**

I have reviewed a Full EAF Part 1, a Special Use Permit Application and Site Plan Specification Form, and a 4-sheet Site Plan set, all dated March 28, 2017.

Proposal

The applicant is proposing to renovate an existing building and add two floors to the rear section, creating seven apartments and a retail storefront. The building is in the Central Business zoning district, the Parking Overlay District, and the Historic District and Landmark Overlay Zone.

Comments and Recommendations

1. The EAF has a few questions left unanswered. Also, Questions D.2 c and d should be answered yes, since the expanded number of apartments will create a new demand for water and generate some wastes. The EAF Mapper Summary Report should be attached to the EAF.
2. The building height in the Zoning Regulations Table should be confirmed by dimensions on the Sheet 4 Building Elevations. All new window openings on the existing building should be indicated on the Sheet 4 elevations.
3. To calculate the FAR in the Zoning Regulations Table, it should include the lot area of 5,362 square feet from Sheet 2. The correct lot area cited in the EAF of 0.12 acres should also be in the Zoning Summary on Sheet 1.
4. The survey should be stamped and signed by the surveyor.
5. The Building Inspector should make a recommendation for the required parking based on the building's pre-1964 use.
6. The tree and shrub plantings on the side yard should be detailed in a landscaping plan.
7. The new multi-family use will need a special permit from the City Council. The Board should offer a recommendation to the Council.
8. Since this application involves alterations to a property in the Historic Overlay Zone, the proposal will need a Certificate of Appropriateness under Chapter 134, Historic Preservation.

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

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