

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

Date: June 7, 2018

Re: **21 South Avenue, Site Plan and Special Permit**

I have reviewed a February 26, 2018 Special Permit Application, February 26, 2018 Full EAF Parts 1 and 2, and a 4-sheet Site Plan set, dated May 7, 2018.

Proposal

The applicant is proposing to renovate an existing building, creating three apartments. The proposed parcel is in the R1-7.5 zoning district, the Local Waterfront Revitalization Area, and the Historic District and Landmark Overlay Zone.

Comments and Recommendations

1. For EAF questions B.a and b, the Special Permit, Site Plan, and Certificate of Appropriateness approvals should be identified in the second column. For question B.i, the parcel is in the Coastal Area and Beacon does have a LWRP. For question C.2.a, the second part should be answered no. Questions D.2.c,d, and n should be answered yes. A copy of DEC's EAF Mapper Summary Report should be attached to verify certain questions.
2. Since this parcel is in the Historic District and Landmark Overlay Zone, any exterior alteration to the building or property requires a Certificate of Appropriateness consistent with Chapter 134. Under the recently amended Historic Preservation chapter chain link fencing is not permitted, so the existing fence should be removed.
3. Multifamily residential is allowed in the Historic Overlay district by Special Permit from the City Council. Once the Board is in generally satisfied with the Site Plan, it should issue a recommendation to the Council on the Special Permit.
4. The applicant should prepare a brief Local Waterfront Revitalization Program consistency justification for the proposed action.
5. If Beacon Street is considered the front yard in the Zoning Regulations Schedule, all the setbacks are conforming.
6. The Board should request new replacement street trees for the removed trees along the Beacon Street frontage.
7. The regular parking space dimensions should be 9 X 18 feet to meet the standards in 223-26 C(2). The ADA space is too far downhill from the ramp to be convenient. This space should be relocated to the upper parking area off South Avenue, near to the ramp and with similar shrub screening.

8. The floodlight and exterior stairs on the west side of the building should be noted on the plans for removal. Additional lighting for the parking lot and rear steps should be considered.
9. Any exterior trash container storage should be shown on the plans.
10. All the exterior building renovations will greatly improve the historic character of the building, but if the windows are to be replaced, they should match any original frame patterns and the simulated divided muntins should be on the exterior, rather than interior clip-ons.

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

John Clarke, Beacon Planning Consultant

c: Tim Dexter, Building Inspector
Jennifer L. Gray, Esq., City Attorney
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