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**Barney S. Heath**  
Director

## ZONING REVIEW MEMORANDUM

Date: May 28, 2020

To: John Lojek, Commissioner of Inspectional Services

From: Jane Santosuosso, Chief Zoning Code Official  
Neil Cronin, Chief Planner for Current Planning

Cc: Megan Peterson & Damian Nowak, Applicants  
Bee Howes, Architect  
Barney S. Heath, Director of Planning and Development  
Jonah Temple, Associate City Solicitor

RE: **Request to exceed FAR**

Applicant: Megan Peterson & Damian Nowak	
Site: 28 Brewster Street	SBL: 54037 0006
Zoning: SR2	Lot Area: 5,943 square feet
Current use: Single-family dwelling	Proposed use: No change

### BACKGROUND:

The property at 28 Brewster Road consists of a 5,943 square foot lot improved with a single-family residence constructed in 1940 and a detached garage. The petitioners propose to construct a rear addition, adding living space to the basement and first story, as well as a deck. The proposed changes will increase the FAR beyond the maximum allowed, requiring a special permit.

The following review is based on plans and materials submitted to date as noted below.

- Zoning Review Application, prepared by Bee Howes, architect, dated 4/2/2020
- FAR Worksheet, submitted 4/2/2020
- Plan of Land, signed and stamped by Bruce Bradford, surveyor, dated 3/23/2020
- Architectural Plans, signed and stamped by Peter Sachs, architect, submitted 4/2/2020

**ADMINISTRATIVE DETERMINATIONS:**

- The petitioners intend to construct a rear addition to the basement and first story. The addition adds 818 square feet of resulting in a total of 3,026 square feet. The existing FAR is .37, where .45 is the maximum allowed. The proposed addition results in a FAR of .51, exceeding the maximum allowed, requiring a special permit pursuant to Sections 3.1.3 and 3.1.9.

<b>SR2 Zone</b>	<b>Required</b>	<b>Existing</b>	<b>Proposed</b>
Lot Size	10,000 square feet	<b>5,943 square feet</b>	<b>No change</b>
Frontage	80 feet	<b>60 feet</b>	<b>No change</b>
Setbacks <ul style="list-style-type: none"> <li>• Front</li> <li>• Side</li> <li>• Rear</li> </ul>	25 feet 7.5 feet 15 feet	<b>24.5 feet</b> 8.4 feet >20 feet	<b>No change</b> No change 15 feet
Max Number of Stories	2.5	2	1.5
Max Height	36 feet	27.2 feet	No change
FAR	.45	.37	<b>.51</b>
Max Lot Coverage	30%	18.9%	26.4%
Min. Open Space	50%	65%	58%

- See “Zoning Relief Summary” below:

<b>Zoning Relief Required</b>		
<i>Ordinance</i>		<i>Action Required</i>
§3.1.3, §3.1.9	Request to exceed FAR	S.P. per §7.3.3

### **Next Steps**

Please contact a Planner by calling 617.796.1120 to obtain a copy of the Special Permit Application. If there have been any changes made to the plans since receipt of your Zoning Review Memorandum you must inform the Zoning Code Official to ensure additional relief is not required. You will need an appointment with a Planner to file your Special Permit Application. **Incomplete applications will not be accepted.**

### **The following must be included when filing a Special Permit Application:**

2. Two (2) copies of the completed Special Permit Application (signed by property owner)
3. Filing Fee (see Special Permit Application)
4. Two (2) copies of the Zoning Review Memorandum
5. Plans (Thirteen sets signed and stamped by a design professional). Each set shall contain:
  - Site Plans showing existing and proposed conditions (including topography as applicable)
  - Architectural plans showing existing and proposed conditions (including façade materials)
  - Landscape plan (as applicable)
6. One (1) Floor Area Ratio (FAR) Worksheet, (signed and stamped by a design professional)
7. One (1) copy of any previous special permits or variances on the property (as applicable)
8. One (1) copy of any other review/sign-off (Historic, Conservation, Tree Removal, etc. as applicable)
9. Two (2) electronic copies of the application with all above attachments (USB or CD)

Copies of all plans shall either be 8.5 x 11 or 11 x 17, except as requested by staff

Special Permit Sign (\$20 fee)

### **Incomplete applications will delay the intake and review of your project.**

Depending on the complexity of the project additional information may be requested to facilitate a full review of the application.

Has the proposed project been presented to and discussed with abutting property owners?      Y/N