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Barney S. Heath  
Director

## ZONING REVIEW MEMORANDUM

Date: April 27, 2021

To: John Lojek, Commissioner of Inspectional Services

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

Cc: Denise Crowe, Applicant  
Jameson Brown, The Hamilton Company  
Barney S. Heath, Director of Planning and Development  
Jonah Temple, Assistant City Solicitor

RE: **Request to waive 5 parking stalls**

Applicant: Denise Crowe	
Site: 47 Lincoln Street	SBL: 52008 0001
Zoning: BU1	Lot Area: 6,968 square feet
Current use: Nail salon	Proposed use: Fitness studio

### BACKGROUND:

The property at 43-53 Lincoln Street consists of a 6,968 square foot lot improved with a multi-tenant commercial building constructed in 1910. A boutique fitness studio is proposing to locate in the space at 47 Lincoln Street, formerly occupied by a nail salon. The proposed fitness studio use increases the parking demand beyond that which was grandfathered by the previous use, requiring a special permit.

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

- Zoning Review Application, prepared by Heidi Woerner, applicant, dated 4/15/2021

**ADMINISTRATIVE DETERMINATIONS:**

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1. The petitioner intends to occupy a 1,950 square foot space intended for a group fitness boutique health club. Per section 5.1.4, a health club requires one stall per 150 square feet, plus one stall per each three employees. With 1,950 square feet and no more than three employees working at one time, the proposed health club requires 14 stalls. The previous personal service use provides a parking credit of 9 stalls, having required one stall per every 300 feet ( $1,950/300 = 7$  stalls) plus one stall per every three employees (up to 6 employees = 2 stalls). A waiver of five stalls is required per sections 5.1.4 and 5.1.13 for the change in use.

See "Zoning Relief Summary" below:

Zoning Relief Required		
Ordinance		Action Required
§5.1.4 §5.1.13	Request to waive 5 parking stalls	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