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**Barney S. Heath**  
Director

## ZONING REVIEW MEMORANDUM

Date: March 17, 2022

To: John Lojek, Commissioner of Inspectional Services

From: Jane Santosuosso, Chief Zoning Code Official

Cc: Pheobe and Andrew Lamuda, Applicants  
Alan Mayer, Architect  
Barney S. Heath, Director of Planning and Development  
Jonah Temple, Associate City Solicitor

**RE: Request to exceed FAR and to allow a three-story single-family dwelling**

**Applicant: Pheobe and Andrew Lamuda**

<b>Site:</b> 115 Elinor Road	<b>SBL:</b> 81034 0013
<b>Zoning:</b> SR3	<b>Lot Area:</b> 10,352 square feet
<b>Current use:</b> Single-family dwelling	<b>Proposed use:</b> No change

**BACKGROUND:**

The property at 115 Elinor Road consists of a 10,352 square foot lot improved with a single-family dwelling constructed in 1954. An adjacent 5,565 square foot lot is commonly held, but with separate metes and bounds and not part of the subject lot. The petitioners propose to raze the existing single-family dwelling and construct a new three-story dwelling. The proposed three-story single-family dwelling will exceed maximum FAR, requiring a special permit.

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

- Zoning Review Application, prepared by Alan Mayer, submitted 2/4/2022
- Existing Conditions Plan of Land, signed and stamped by Bruce Bradford, surveyor, dated 5/14/2021
- Proposed Conditions Plan, signed and stamped by Bruce Bradford, surveyor, dated 2/3/2022
- Plans and elevations, signed and stamped by Alan Mayer, architect, dated 2/4/2022
- FAR calculation, signed and stamped by Alan Mayer, submitted 2/4/2022

**ADMINISTRATIVE DETERMINATIONS:**

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1. The petitioners propose to raze the existing two-story single-family dwelling and construct a new single-family dwelling. As with the existing dwelling, the basement is the first story due to the average grade, resulting in a three-story structure. Per section 3.1.3, a special permit is required to allow a three-story single-family dwelling.
2. The proposed construction results in a 5,086 square foot dwelling with an FAR of .49, where .41 is the maximum allowed. The proposed addition results in a FAR of .42, exceeding the maximum allowed, requiring a special permit pursuant to Sections 3.1.3 and 3.1.9.

1.

SR3 Zone	Required	Existing	Proposed
Lot Size	7,000 square feet	10,352 square feet	No change
Frontage	80 feet	85 feet	No change
Setbacks			
• Front	25 feet	39.5 feet	30.5 feet
• Side	7.5 feet	± 20 feet	8.2 feet
• Side	7.5 feet	12.4 feet	No change
• Rear	15 feet	58.3 feet	24 feet
Max Number of Stories	2.5	2	<b>3*</b>
Max Height	36 feet	21.5 feet	34.1 feet
FAR	.41	.30	<b>.49*</b>
Max Lot Coverage	30%	15.2%	19.2%
Min. Open Space	50%	75%	68%

\*Requires relief

1. See “Zoning Relief Summary” below:

Zoning Relief Required		
Ordinance		Action Required
§3.1.3	Request to exceed FAR	S.P. per §7.3.3
§3.1.9		
§3.1.3	Request to allow a 3-story structure	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