

Administrative Authorization Decision

Application #: 2015-185

Name: Conversion of 2 family to 3 unit apt.

Address: EASTERN PROMENADE

Description: Conversion of the existing 2 family residence at 162 Eastern Prom. to 3 unit apartments.

<u>Criteria for an Administrative Authorization:</u> <u>(See Section 14-523 (4) on page 2 of this application)</u>	<u>Applicant's Assessment</u> <u>Yes, No, N/A</u>	<u>Planning Division</u> <u>Use Only</u>
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a) Is the proposal within existing structures? <input type="checkbox"/>	Yes	Yes
b) Are there any new buildings, additions, or demolitions?	Yes	Yes
c) Is the footprint increase less than 500 sq. ft.?	Yes	Yes
d) Are there any new curb cuts, driveways or parking areas?	No	No
e) Are the curbs and sidewalks in sound condition?	Yes	Yes
f) Do the curbs and sidewalks comply with ADA?	Yes	Yes
g) Is there any additional parking?	Yes	Yes
h) Is there an increase in traffic?	No	No
i) Are there any known stormwater problems?	No	No
j) Does sufficient property screening exist?	Yes	Yes
k) Are there adequate utilities?	Yes	Yes
l) Are there any zoning violations?	No	No
m) Is an emergency generator located to minimize noise?	N/A	N/A
n) Are there any noise, vibration, glare, fumes or other impacts?	No	No

The Administrative Authorization for the Conversion of 2 family to 3 unit apt. was approved by Barbara Barhydt, Development Review Services Manager on October 30, 2015 with the following condition of approval listed below:

- 1) If any site changes are proposed that increase the impervious surface area on the site, then an amended application is required.
- 2) subject to the applicant obtaining all required permits from the Inspection Division or Department of Public Services.

Barbara Barhydt
 Development Review Services Manager
 Approval Date: October 30, 2015