**Memorandum for Pre-Application Meeting – Zoning Comments**

From: Chris Stacey, Zoning Specialist

To: Barbara Barhydt, Development Review Manager

Date: February 7, 2017

RE:  **5/7 Cumberland Ave, CBL 014 C017 & 014 C023**

*Zoning staff has reviewed the submitted pre-application materials submitted and has the following comments. Please note that these are informal and preliminary comments only. Compliance with zoning criteria will be verified during the permitting process.*

There was not a site plan or plot plan included so I used the parking plan as part of this review. I am not sure if this plan accurately reflects the actual proposed layout. Here are the zoning unit’s comments based on the submitted materials:

* Minimum lot area per DU is 725 sf – Has at least 740 sf per DU – OK
* Front yard min 5’ or avg. of abutting front yards – Parking plan appears to show a proposed front setback of 5’. It is not clear to me whether the building footprint shown on the parking plan includes the cantilevered front balconies. If the front balconies extend into the 5-foot setback, the applicant will need to demonstrate that they can used the reduced front yard setback based on the setbacks of abutting properties.
* Rear yard min 10’ – Plan shows rear setback greatly exceeding 10’ – OK.
* Side yards min 5’ – Plan shows side setbacks at or exceeding 5’ – OK
* Max height 35’ (without stepbacks) – Plan shows height of 33’9”. The roof railings do not count towards height measurement. The elevation view appears to show an average grade taken from the civil plans. Please be sure the final plans include a note on how the average grade was determined.
* Roof structures (such as the rooftop stair access) are limited to the minimum size necessary to accommodate a code-compliant staircase. This will be confirmed on final plans. An open rooftop deck is excluded from height and size requirements.
* Final site plan will need to demonstrate 60% maximum lot coverage and 20% minimum landscaped space requirements. The parking plan seems to show pervious pavers which may not be counted as landscaped open space.
* Requires 3 off-street parking space (3 DU’s exempt) – shows seven spaces on this property – OK