

Administrative Authorization Decision

Application #: 2015-205

Name: First Floor Conversion

Address: PINE ST

Description: Convert the first floor doctor's office to 1 residential apartment.

Criteria for an Administrative Authorization: (See Section 14-523 (4) on page 2 of this application)	Applicant's Assessment Yes, No, N/A	Planning Division Use Only
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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?	No	No
c) Is the footprint increase less than 500 sq. ft.?	N/A	N/A
d) Are there any new curb cuts, driveways or parking areas?	No	No - one garage and space for 2 vehicles in driveway.
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?	No	No - 3 space for 3 units
h) Is there an increase in traffic?	No	No
i) Are there any known stormwater problems?	No	No
j) Does sufficient property screening exist?	N/A	N/A
k) Are there adequate utilities?	Yes	Yes
l) Are there any zoning violations?	No	Marge Schmuckal determination from 2014 allows the conversion of the office to a residential use.
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 First Floor Conversion was approved by Barbara Barhydt, Development Review Services Manager on November 25, 2015 with the following condition of approval listed below:

- 1) Subject to the applicant obtaining all required building permits from the Inspection Division.

Barbara Barhydt
Development Review Services Manager
Approval Date: November 25, 2015