

Administrative Authorization Decision

Application #: 2014-078

Name: Change of Use

Address: STEVENS AVE

Description: Change of use from retail space (first floor) to an 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?	Yes	Yes - a revised plan has been submitted to reduce the open parking area to a width of 32 feet
e) Are the curbs and sidewalks in sound condition?	Yes	Yes
f) Do the curbs and sidewalks comply with ADA?	Yes	Yes - on Stevens Avenue
g) Is there any additional parking?	No	No
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	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 Change of Use was approved by Barbara Barhydt, Development Review Services Manager on May 29, 2014 with the following condition of approval listed below:

- 1) The parking area shall be reduced in width to 32 feet along Arbor Street as shown on the revised plan submitted on May 29, 2014. Tom Errico, Consulting Traffic Engineer, agreed to granting a waiver from the maximum width of 20 feet to allow for the 32 foot width as this improves an existing situation and there is limited traffic on Arbor Street.
- 2) all required building and other permits are obtained from the City prior to the start of construction.
- 3) Attachments include James Somma e-mail dated May 29, 2014 and revised plan.

Barbara Barhydt
Development Review Services Manager
Approval Date: May 29, 2014