



CIVIL ENGINEERING
TRANSPORTATION/TRAFFIC
WATER/WASTEWATER
GEOTECHNICAL
LAND SURVEYING
ENVIRONMENTAL
PLANNING

June 9, 2021

Newburyport Planning Board
Attn; Bonnie Sontag, Chair
60 Pleasant Street
Newburyport, MA 01950

**Subject: 86-88 Prospect Street
Minor Site Plan Review Application**

Dear Bonnie,

Please see the enclosed minor site plan review application for 86-88 Prospect Street. The proposal is for a new addition and renovation to the existing 5 unit building on the property. There is also a new 3 car garage proposed with driveway access off Parsons Street. 10 parking spaces are provided on the property, one additional to the 9 required by zoning. The project proposes permeable patio and driveway surfaces along with a new drywell accommodating the new garage and addition roof area. A full drainage report is provided documenting the proposed drainage improvements at the property. The application includes the following items:

1. Site Plan Review Application
2. Zoning Determination
3. Drainage Report
4. Project Plans, Proposed Plot Plan; C1-Civil Site Plan; Civil Details; Architectural Elevations (7 sheets)

Please do not hesitate to contact me should you have any questions regarding this material at 617-776-3350 ext. 115.

Sincerely yours,
DESIGN CONSULTANTS, INC.

Stephen Sawyer

Stephen Sawyer
Sr. Project Manager

City of Newburyport Planning Board

Instructions for a SITE PLAN REVIEW Application

Zoning Review: Upon application for a Zoning Determination the petitioner will receive a form completed by the Zoning Administrator indicating the need for *major* or *minor* Site Plan Review from the Planning Board.

Technical Review Meeting: It is highly recommended that the petitioner has a pre-application conference with the City's Tech. Review Committee to obtain departmental feedback prior to applying to the Planning Board. Please contact Planning staff to set up a meeting.

Submission Requirements: Please review the [Site Plan Review Checklist](#) prior to submission. Failure to submit the required information within the time period prescribed may result in a dismissal of an application as incomplete. Upon receipt of the following items, the application will be scheduled for a public hearing:

- Two (2) collated copies of the following compiled the following order:
 - Completed Site Plan Review application on the following page
 - Zoning Determination form indicating the need for Site Plan Review
 - 11"x17" plans
 - narratives and any other supporting information
- One (1) full sized copy of the plan set.
- Stormwater Management Report (.pdf preferred)
- All applications, plans, narratives, and any supporting materials must be provided in .pdf format via disk, file transfer, or email to planning@cityofnewburyport.com.
- A copy of the CAD plans must be filed according to the Planning Board's "[Digital Submission Requirements](#)."
- For major projects or amendments, an application fee of \$500 and a publication/abutters fee of \$350 is required. For minor projects, only an application fee of \$200.00 is required.
- A Project Review fee pursuant to Section 4.3 of the [Newburyport Planning Board Regulations Governing Fees and Fee Schedules](#).

Any advice, opinion, or information given by any board member or any other official or employee of the City of Newburyport shall not be binding on the Planning Board. Every application for a Planning Board Site Plan Review must be made on this form, which is the official form of the Planning Board. It shall be the responsibility of the petitioner to furnish all supporting documentation with this application. The dated copy of this application received by the City Clerk or Planning Office does not absolve the petitioner from this responsibility. The petitioner shall be responsible for all expenses for the filing, publication, and legal notification. Failure to comply with the application requirements as cited herein and in the Planning Board Rules and Regulations may result in the Planning Board dismissing the application as incomplete.

**City of Newburyport Planning Board
Application for SITE PLAN REVIEW**

Applicant: Blake Wilcox - 86-88 Prospect Street LLC

Mailing Address: 10 Harrison Street

Newburyport, MA 01950

Phone: (978) 504-1544 Email: blakewilcox81@gmail.com

Property Address: 86-88 Prospect Street

Assessor's Map and Lot(s): Map 21, Parcel 45 Zoning District: R2

Book and Page(s) or Cert.#: Book 9985 Page 161

Type of Project: Major Minor Amendment (attach previous decision)

Project Description: The project proposes to redevelop the existing 5-unit residential dwelling including a modest rear addition. The addition will include no changes to the existing dwelling. The project also proposes a new 3-car garage along with permeable paver parking.

Engineer: Stephen Sawyer, P.E.

Phone: (617) 776-3350 x115 Email: ssawyer@gm2inc.com

Owner: Blake Wilcox 86-88 Prospect Street LLC

Address: 10 Harrison Street Newburyport Ma

Phone: 9785041544 Email: blakewilcox81@gmail.com

Petitioner and land owner's signatures:

By checking this box and typing my name below, I am electronically signing this application.

Blake Wilcox

Petitioner

By checking this box and typing my name below, I am electronically signing this application.

Blake Wilcox

Owner (if different)

JTB 6/8/21

CITY OF NEWBURYPORT, MA

APR# 2021-052 REV 1

ZONING DETERMINATION

Name: 86-88 Prospect Street LLC c/o Mark Griffin

Address: 86-88 Prospect Street Zoning District(s): R2/DCOD

Request: Construct additions totalling greater than 500 to existing nonconforming multifamily structure extending (via infill) a non conforming front setback. Drawings presented represent <25% demo of exterior wall so no DCOD review. No roof demo proposed so no Demo Delay.

ZONING BOARD REVIEW REQUIRED

Variance

- Dimensional Controls (VI)
Lot Area, Open Space, Front Yard, Lot Frontage, Height, Side Yard, Lot Coverage, Lot Width, Rear Yard, Parking (VII), Modification

Sign Variance

- Signs (VIII)
Type, Size, Lighting, Location

Other

Special Permit

- Table of Use Regulations (V.D) #, Spacing (VI.D), In-Law Apartment (XIIA), Bonus for Multifamily Developments (XVI), Personal Wireless Communication Services (XX), Demolition Control Overlay District (XXVIII)*, Wind Energy Conversion Facilities (XXVI), Other

Special Permit for Non-Conformities

- Extension or Alteration (IX.B.2)
Parking, Rear Yard, Upward Extension, Lot Coverage, Open Space, Side Yard, Height, Lot Frontage, Lot Area, Front Yard, Use
Over 500 sf. increase (IX.B.3.c)
Plum Island Overlay District (XXI-G)
FAR, Height, Lot Coverage, Setbacks, Open Space

PLANNING BOARD REVIEW REQUIRED

Special Permit

- Table of Use Regulations (V-D) #, One residential structure per lot (VI.C), Open Space Residential Development (XIV), Water Resource Protection District (XIX), Federal Street Overlay District (XXII), Courts and Lanes (XXIII), Waterfront West Overlay District (XXIV), Towle Complex Redev. Overlay District (XXV), Downtown Overlay District (XXVII)*, Other

Special Permit for Non-Conformities

- Extension or Alteration (IX.B.2)
Parking, Rear Yard, Upward Extension, Lot Coverage, Open Space, Side Yard, Height, Lot Frontage, Lot Area, Front Yard, Use
Over 500 sf. increase (IX.B.3.c)

Site Plan Review (XV)

- Major, Minor

Smart Growth District (XXIX)

- Plan Approval

5 unit building

HISTORICAL COMMISSION REVIEW REQUIRED

- Demo. Delay, *Advisory Review

CONSERVATION COMMISSION REVIEW REQUIRED

Review for substantial improvement

The name typed below represents the intent to sign the foregoing document:

Jennifer T Blanchet 06/04/2021
Newburyport Zoning Administrator Date