

Town of Belmont Planning Board

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**DESIGN AND SITE PLAN REVIEW DECISION
ON APPLICATION OF
NATIONAL ARMENIAN STUDIES AND RESEARCH LIBRARY
395 CONCORD AVENUE**

2017 JUN 27 PM 2:28

June 26, 2017

Pursuant to Sections 5.1.1(b) and 7.3.2 b) of the Belmont Zoning By-Law (the By-Law), and following a duly noticed public hearing held on April 6, 2017, and continued to May 2 and 23, 2017, the following is the Planning Board's report and decision on the Design and Site Plan Review application of the National Association of Armenian Studies (the Applicant), Yervant Chekjian, Agent. The Applicant proposed to construct a third floor on top of the existing building at 395 Concord Avenue which also requires a waiver of the parking requirements. Sitting for the Planning Board were, Elisabeth Allison, Chair; Barbara Fiacco, Vice-Chair; Charles Clark; Joseph DeStefano, and Karl Haglund. Raffi Manjikian also during the hearings, but did not vote on the application.

The Proposal:

The proposed project is for an addition and renovation to the existing two-story brick building that includes the addition of a third floor¹ and a redesigned front façade. The building footprint will be enlarged by approximately 700 square feet with the majority of that as a 3-story extension to the front of the building. The rear stair will be reconstructed and enlarged to comply with the current Building Code.

The total size of the addition will be approximately 6,300 square feet of gross floor area, increasing the total above grade building gross floor area to 14,300 square feet. The exterior of the third floor will be finished in a copper colored rain screen to complement the existing two-story brick building. The third floor will include an event/café space, seminar room, and an event hall. The front addition will include a new entry, an accessible entrance ramp, a seat wall and a planter. The exterior finish of the front façade has been designed to reflect Armenian culture and heritage.

The renovated building requires 30 parking spaces of which 19 are provided on site. The Applicant will enter into an agreement with the First Armenian Church across the street to use 12 spaces to fulfill the parking requirements.²

The subject property is located in the Belmont Center Local Business I Zoning District.

¹ The third floor is allowed under the Dover Amendment and therefore only the size of the addition and the number of parking spaces was the subject of this application.

² Ultimately the First Armenian Church would not sign an agreement; however, the Applicant did get a signed agreement from the Post Office located next door.

Design and Site Plan Review:

This project is subject to Sections 5.1.1(b) and 7.3.2 b) of the By-Law.

Section 5.1.1(b) allows the Planning Board to reduce the parking requirements through Design and Site Plan Review. The renovated building requires 30 parking spaces. The Applicant has requested a waiver for 12 spaces.

Section 7.3.2 b) requires Design and Site Plan Review for additions greater than 2,500 square feet. The total size of the addition will be approximately 6,300 square feet of gross floor area.

Planning Board Decision:

The Planning Board found that the proposed third floor and additional renovations meets the purposes and criteria of Design and Site Plan Review. The requested number of parking spaces can be waived because of the Applicant was able to secure 12 parking spaces on an abutting property. Additionally, the Board found that the renovated building with the third floor will greatly enhance the abutting commercial area.

Therefore, after considering the provisions of Sections 5.1.1 and 7.3.2 of the Zoning By-Laws, the plans submitted, the statements made at the public hearing, and its deliberations, the **PLANNING BOARD VOTED (5 to 0) TO GRANT** the requested **DESIGN AND SITE PLAN APPROVAL** to **REDUCE THE REQUIRED NUMBER OF PARKING SPACES** and **TO CONSTRUCT A THIRD FLOOR ADDITION** at 395 Concord Avenue, **SUBJECT TO THE FOLLOWING CONDITIONS**, each of which is considered integral to the decision:

1. Mass and Dimensions:

- a) This approval is based upon the submitted plans and application materials (including two PowerPoint presentations). No modifications may be made without the approval of the Board, or a determination in writing by the Inspector of Buildings that the modification is so minor that the approval of the Board is not required.
- b) This approval is granted to the Applicant alone and shall not be transferred or assigned, either in whole or in part, without the approval of the Board after appropriate proceedings.
- c) The Applicant shall submit an "as built" plan prior to the issuance of a Certificate of Occupancy.

2. Noise/ HVAC - Establish existing, proposed, and post sound levels:

- a) Prior to the issuance of a building permit, sound levels for the existing HVAC equipment shall be established near the property lines of the properties abutting the NAASR building. The sound level shall be determined utilizing an appropriate number of

unattended sound monitors that will continuously measure A-weighted and C-weighted sound levels of the existing equipment to document existing conditions for a period of not less than seven days. From the data collected, two criteria shall be established for the existing conditions, one for daytime use and one for nighttime use. Daytime use will be from 7:00 AM to 7:00 PM and nighttime use will be 7:00 PM to 7:00 AM. The baseline sound levels will be determined by the average of the sound levels measured each hour during daytime and nighttime hours.

- b) Not less than 30 days prior to issuance of a building permit, the Applicant shall submit an acoustical analysis demonstrating that the sound levels of the proposed roof mounted mechanicals and other ventilation equipment will be equal to or less than current sound levels. The proposed roof mounted mechanicals and other ventilation equipment will be evaluated on both an A-weighted and C-weighted basis. A building permit shall not be issued until the analysis provided by the Applicant reasonably demonstrates that operation of the mechanical units will be in compliance with this condition.
- c) Upon completion of the third floor and renovation of the building at a time when all initial mechanical equipment can be operating prior to occupancy, the Applicant shall complete the sound measurements to demonstrate compliance with section (b) above. The Certificate of Occupancy shall not be issued if the equipment fails to comply with this noise standard.

3. Traffic:

- a) Website and Membership/Promotional Materials shall be developed and submitted by NAASR that highlights public transportation routes serving the facility (Fitchburg Commuter Rail Line; and Routes 72, 74, and 75). The materials shall provide a link to the MBTA schedules webpage. The website and printed materials shall clearly state that bicycle facilities are available on site.
- b) Invitations/Event Announcements shall encourage the use of public transportation and provide the same information provided on the website that is conditioned above.
- c) NAASR shall provide MBTA schedules on-site and shall put them on display within the building

5. Parking:

- a) This approval is based on the Applicant providing a minimum of 30 parking spaces, 19 on-site and 11 off-site. Any reduction in the number of on-site parking spaces requires review and approval from the Planning Board."
- b) Submit to the Office of Community Development the parking agreement with the Post Office, a map indicating where the 11 parking spaces will be located on the Post Office

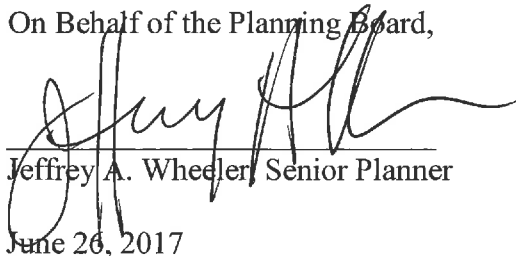
property, and a signage plan indicating where that overflow parking is available at the Post Office.

- c) Review and approval of the parking agreement with the Post Office. The contract shall continue in effect unless terminated for good cause. If the contract is terminated, the Applicant, or its successor, shall be responsible for leasing 11 parking spaces at another property (ies) within 60 days from the termination of the contract.
- d) Review and approval of the signs and their installation locations on the NAASR building directing overflow traffic to the Post Office.
- e) Review and approval of the signs and their installation locations on the Post Office property indicating the location of the overflow parking spaces.
- f) Submit written documentation that will be provided to all users of the facility indicating where parking is available and that parking is not available within the short term (15 minute) on-street spaces provided for Post Office customers, or other abutting commercial parking lots
- g) Employees shall be prohibited from parking on-street and on any of the abutting commercial properties.
- h) The Parking Waiver herein granted shall be reviewed by the Board in three (3) years, at which time the Board may renew or modify the permit, the Board reserving all rights, including the rights to modify the conditions of the permit herein stated and to add suitable conditions to any renewal thereof based upon such information as may then be presented to the Board. The three (3) years shall run from the date that the Certificate of Occupancy is issued.

6. Fire Safety:

- a) Continue working with the Belmont Fire Department regarding the waterline that will cross Concord Avenue to insure that sufficient water pressure is available for the fire suppressant system.

On Behalf of the Planning Board,



Jeffrey A. Wheeler, Senior Planner

June 26, 2017