



CITY OF NEW BEDFORD
JONATHAN F. MITCHELL, MAYOR

PLANNING BOARD

DEPARTMENT

MAR 13 2015

PLANNING

SUBMIT TO:
Planning Department
133 William Street
Room 303
New Bedford, MA 0274

SPECIAL PERMIT APPLICATION

The undersigned, being the Applicant, seeks Special Permit Approval for property depicted on a plan entitled: BayCoast Bank, 25 Elm Street, New Bedford, MA by: SITEC, Inc. dated: February 19, 2015

1. Application Information

Street Address: 25 Elm Street

Assessor's Map(s): 53 Lot(s) 27 & 289

Registry of Deeds Book: 3307(Lot 27) & 5804(Lot 289) Page: 256(Lot 27) & 39(Lot 289)

Zoning District: Mixed Use Business

Applicant's Name (printed): BayCoast Bank

Mailing Address: 330 Swansea Mall Dr Swansea MA 02777
(Street) (City) (State) (Zip)

Contact Information: (508) 675-4377 ctaber@baycoastbank.com sgioiosa@sitec-engineering.com
Telephone Number Email Address

Applicant's Relationship to Property: Owner Contract Vendee Other Tenant

List all submitted materials (include document titles & volume numbers where applicable) below:

Site Plans - (8) Sheets
Architectural Plans - (2) Sheets
Sign Plans - (2) Sheets
Photographs
Drainage Report

CITY CLERK

2015 MAR 13 A 10:28

CITY CLERKS OFFICE
NEW BEDFORD, MA

By signing below, I/we acknowledge that all information presented herein is true to the best of my/our knowledge. I/we further understand that any false information intentionally provided or omitted is grounds for the revocation of the approval (s). I/we also give Planning Department staff and Planning Board Members the right to access the premises (both interior and exterior) at reasonable times and upon reasonable notice for the purpose of taking photographs and conducting other visual inspections.

3-10-2015

Date

Signature of Applicant

Carl W. Taber, Executive W.P.

City Hall • 133 William Street • Room 303 • New Bedford, MA 02740 • www.newbedford-ma.gov

PH: (508)979-1488 • FX: (508)979-1576

2. Zoning Classifications

Present Use of Premises: Office/Newspaper Operation

Proposed Use of Premises: Office/Newspaper Operation with added Bank and Drive-Up ATM/Teller

Zoning Relief Previously Granted (Variances, Special Permits, with Dates Granted):

3. Briefly Describe the Proposed Project and Specify all Requested Special Permits:

The Applicant is requesting a Special Permit under Section 3120 of the Zoning Ordinance to allow a reduction in the number of onsite parking spaces that are provided. The existing building is not being expanded and the number of required spaces remains unchanged with the proposed site modifications. Onsite parking will be increased from 16 spaces to 22 spaces and the Owner/Applicant have designated parking stalls available in the adjacent Elm Street parking garage.

4. Please complete the following:

	<u>Existing</u>	<u>Allowed/Required</u>	<u>Proposed</u>
Lot Area (sq ft)	70,132	No Minimum	70,132
Lot Width (ft)	360	N/A	360
Number of Dwelling Units	N/A		N/A
Total Gross Floor Area (sq ft)	38,246 SF		38,246 SF
Residential Gross Floor Area (sq ft)	0		0
Non-Residential Gross Floor Area (sq ft)	38,246 SF		38,246 SF
Building Height (ft)	42'	100'	42'
Front Setback (ft)	0'	0'	0'
Side Setback (ft)	2'	0'	2'
Side Setback (ft)	80'	0'	80'
Rear Setback (ft)	40'	10'	40'
Lot Coverage by Buildings (% of Lot Area)	28%	N/A	28%
Permeable Open Space (% of Lot Area)	49%	0	34%
Green Space (% of Lot Area)	49%	0	34%
Off-Street Parking Spaces	16*	146	22*
Long-Term Bicycle Parking Spaces	0	0	0
Short-Term Bicycle Parking Spaces	0	0	0
Loading Bays	2	2	2

** 124 ELM ST. GARAGE*

5. Please complete the following:

	Existing	Proposed
a) Number of customers per day:	<u> </u>	<u>150</u>
b) Number of employees:	<u>66</u>	<u>81</u>
c) Hours of operation:	<u>8AM-4:45PM</u>	<u>8:30AM-4PM</u>
d) Days of operation:	<u>M-F</u>	<u>MI-Sa</u>
e) Hours of deliveries:	<u>10AM-3PM</u>	<u>8:30AM-4PM</u>
f) Frequency of deliveries:	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly	<input checked="" type="checkbox"/> Other: <u>VARIES (3-4 TIMES/WEEK)</u>

6. OWNERSHIP VERIFICATION

This section is to be completed & signed by the property owner:

I hereby authorize the following Applicant: BayCoast Bank

at the following address: 330 Swansea Mall Dr, Swansea, MA 02777

to apply for: Site Plan Review/Special Permit

on premises located at: 25 Elm Street

in current ownership since: 1994

whose address is: 25 Elm St, New Bedford, MA 02740

for which the record title stands in the name of: Local Media Group, Inc, f/k/a Dow Jones Media Group, Inc, f/k/a Ottaway Newspapers, Inc

whose address is: 25 Elm Street, New Bedford, MA 02740

by a deed duly recorded in the:

Registry of Deeds of County: Bristol Book: 3307 & 5804 Page: 256 & 39

OR Registry District of the Land Court, Certificate No.: _____ Book: _____ Page: _____

I/we acknowledge that all information presented herein is true to the best of my/our knowledge. I/we further understand that any false information intentionally provided or omitted is grounds for the revocation of the approval(s). I/we also give Planning Department staff and Planning Board Members the right to access the premises (both interior and exterior) at reasonable times and upon reasonable notice for the purpose of taking photographs and conducting other visual inspections.

3-9-15
Date

Peter Meyer, President & Publisher
Signature of Land Owner (If authorized Trustee, Officer or Agent, so identify)

Planning Board Special Permit Application Checklist

1. **Completed Application Form** (with all required signatures; Original plus 15 Copies)
2. **Plans**
- Four (4) stapled and folded sets of full-sized plans (24" x 36") and Twelve (12) sets of reduced plans (11" x 17") are required for all applications. Staff reserves the right to require additional copies.
 - One (1) electronic copy (PDF & CAD) of all proposed activity plans (See Section 10 of Checklist for Requirements)
 - All plans oriented so that north arrow points to top of sheet
 - Plans shall be drawn at a minimum scale of 1" = 40' or less
 - All plans shall be stamped by Commonwealth of Massachusetts-registered Professional Engineer, Professional Land Surveyor, and/or Professional Landscape Architect, as appropriate
 - Plan sets shall be comprised of separate sheets as listed below unless otherwise approved by the City Planner
 - All plans shall have a title block comprised of the following: Project Title, Sheet Title, Sheet Number; Registrant Stamp (i.e. PE, PLS, LA); Registrant's name and address; Street addresses of the project area parcels; Scale at which the plan is drawn; Plan Issue Date; and all plan revision dates (with corresponding revision descriptions).
3. **Certified Abutters List** (4 copies)
4. **Proof of Ownership** (Deed(s) for All Involved Parcels; 4 Copies)
5. **Photos Depicting Existing Conditions** (Minimum of 3, In Color, 1 Aerial + 2 Other Views; 16 Copies)
6. **Development Impact Statement (DIS)**, completed per §5350 of Zoning Code, (16 Copies), if required by Board
7. **Traffic Impact & Access Study (TIAS)** (16 Copies), if required by Board
8. **Electronic PDF and AutoCAD Files**
- Shall consist of a CD with a printed CD Label in a CD case
 - CAD files shall be 2010 format or the latest revision of AutoCAD Civil 3D
 - All project submissions shall include the following file types. All project related Drawing Files shall be provided in all 2 supported formats, listed below.
 - AutoCAD Drawing format (.dwg)
 - Adobe Portable Document Format (.pdf)

- PDF files shall be created from within the AutoCAD environment and contain Layer information.
- It is a requirement that each project drawing/sheet created for a project shall be published/plotted to DWG and PDF, and placed in the appropriate folder in the CD submission. All external references (DWG, DWF, DGN, PDF, TIFF, MrSID, JPG, etc.) which are used in support of the creation of these project sheets shall be stored within the XREF folder only (Subfolder of DWG) on the CD. Also the AutoCAD support files (fonts, plot style, etc.) should be supplied on the CD.

- **File Naming:**

The following file naming standard for all CAD related files created, used, or submitted to the Planning Department shall be followed. This applies to all CAD drawings, DWF's, PDF's used in support of, or used in conjunction with this CAD Standard.

File names shall begin with their project Planning Board Case number assigned (available through the Planning Department), followed by an underscore and the appropriate discipline code. In the instance where there is more than one file, assign an appropriate sequential number to the end (ex. 1,2,3). Special characters are not permitted except for the following; hyphens [-], underscores [_], and/or parenthesis [()].

Example 1.

A set of engineering design plans and documents were prepared for project file number 12-34; acceptable filenames would be as follows:

- 12-34_Existing Conditions1.dwg*
- 12-34_Existng Conditions2.dwg*
- 12-34_General1.dwg*
- 12-34_Generale.dwg*

9. Completed Department Sign-Off Sheet (1 original copy)

10. Application Fee (All fees are due at time of application submission)

Official Use Only:

For the Planning Board, this application has been received by the Planning Division of the Department of Planning, Housing & Community Development on the date specified below:

Review date: _____ All materials submitted: Yes No

Signature: _____ Fee _____