



**Town of Cohasset
Planning Board
41 Highland Avenue
Cohasset, MA 02025
Tel: (781) 383-4100 ext. 5128**

**COMBINED SITE PLAN REVIEW & SPECIAL PERMIT
APPLICATION PACKET**

Attached:

- Site Plan Review Procedures
- Form-10A Application
- Planning Board Litigation Policy Statement
- Fee & Deposit Schedule



Town of Cohasset
Planning Board
41 Highland Avenue
Cohasset, MA 02025
Tel: (781) 383-4100 ext. 5128

SITE PLAN REVIEW & SPECIAL PERMIT COMBINED FILING PROCEDURES

Submit to the Planning Board the following:

- 3 copies** of the Application – Form 10A signed by *both* the Applicant and Property Owner, including narrative explaining project **AND** citing specific Section(s) of the ZBL under which the application is being filed.
- 6 sets** of the site Plan, Floors Plans, Elevations (NOTE: **3 sets at 11"x 17"**; **3 sets full size - no larger than 2' x 3'**)
- PDF submission of all applications, plans, site plan and other documents submitted as part of the application
- An Abutters List - *certified* by the Assessor's Office
- Two** sets of Abutter mailing labels from the Assessor's Office
- The appropriate application fee, legal fee, and engineering fee (see attached fee schedule).
- The **original, signed** Planning Board Litigation Policy Statement signed by *both* the Applicant and the Property Owner.

NOTE: A submission shall not be deemed complete and shall not be accepted until the applicant has submitted all the above items.

1. After **all** the above items are found to be complete, the Planning Board Staff will then contact the Town Clerk to date-stamp the entire submittal, as "Received"
2. The Planning Board Staff will then do the following:
 - Assign a Site Plan Review & Special Permit combined application Case Number
 - Set a date and time for the public hearing
 - Post the meeting in the Town Clerk's Office
 - Reserve the appropriate location for the public hearing
 - Distribute the plans to the appropriate boards

- Advertise the public hearing in a local newspaper for two consecutive weeks prior to the hearing date
- Notify the abutters, by mail, of the public hearing
- Distribute a copy of the site plan, floor plans and elevations to the engineer designated by the Plan Board for review on behalf of the Board.



Town of Cohasset
Planning Board
41 Highland Avenue
Cohasset, MA 02025
Tel: (781) 383-4100 ext. 5128

**FORM 10A – APPLICATION FOR APPROVAL OF A COMBINED SITE
PLAN REVIEW & SPECIAL PERMIT**

DATE: June 8, 2022


- Harbor Village Business Overlay District (<https://ecode360.com/36445956>), Village Business District (Article 18), Residential Cluster Development District (<https://ecode360.com/31606219>), Transit Overlay District Overlay District (<https://ecode360.com/31606595>)
- Wind Energy Conversion Facilities (<https://ecode360.com/31606702>), Ground-Mounted Solar Photovoltaic Installations Overlay District (<https://ecode360.com/31606773>)
- Land Alteration (<https://ecode360.com/31606310>)
- Accessory Dwelling Units (<https://ecode360.com/31606506>)

To the Planning Board:

The undersigned herewith submits the accompanying preliminary site plan of property located in the Town of Cohasset for combined Site Plan Review and Special Permit Approval under the requirements of Section 12 and Section 18 of the Zoning Bylaws of the Town of Cohasset and the Site Plan Review Rules and Regulations of the Planning Board of the Town of Cohasset, Massachusetts.

1. Record Name of Owner: South Main Cohasset Venture, LLC
Address: c/o Ad Meliora, LLC, 101 Federal St, 19th Fl, Boston, MA 02110
Phone: 617-202-3266 Cell: _____ Email: Jan.Steenbrugge@Admeliorallc.com
2. Name of Applicant: Cassie Malatesta
Address: 153 Sohier Street, Cohasset, MA 02025
Phone: _____ Cell: 781-724-3474 Email: cassie@dwsohier.com

3. Zoning Classification Village Business
4. Assessor's Map: E5 Plot(s): 18-003
5. Deed of Property recorded in Norfolk County Registry of Deeds in Book _____, (page) Land Court Certificate #205689
6. Location of description of property sufficient for identification:
55 South Main Street

7. Total Residential Gross Floor Area 15,545 square feet
- _____
 Signature of Owner
- 

 Signature of Applicant

NARRATIVE

PLEASE PROVIDE A BRIEF EXPLANATION OF THE PROJECT AND, CITE THE SPECIFIC SECTION(S) OF THE COHASSET ZONING BYLAWS UNDER WHICH THIS COMBINED APPLICATION IS BEING FILED.

See attached narrative.



Town of Cohasset
 Planning Board
 41 Highland Avenue
 Cohasset, MA 02025
 Tel: (781) 383-4100 ext. 5128

COHASSET PLANNING BOARD
STATEMENT OF LITIGATION POLICY

THE APPLICANT AND LANDOWNER MUST READ AND ACKNOWLEDGE THE FOLLOWING POLICY OF THE PLANNING BOARD.

When an application has been approved by the Planning Board, either in whole or with conditions, Town Counsel will not primarily defend any appeal against such approval brought by parties claiming to be aggrieved, without the express written consent of both the Chairman of the Planning Board and the Town Manager.

The successful Applicant is the appropriate party to bear expenses associated with defending an approval, be it a Special Permit, Site Plan Review, Subdivision or, Form A – Approval Not Required (ANR).

SIGN FOR ACKNOWLEDGEMENT OF THE LITIGATION POLICY:

Date: 6/8/22 
 Signature(s) of Applicant(s) or Representatives, if any

Date: _____ **
 Signature(s) of Owner(s)

I HAVE READ AND UNDERSTAND THE RULES OF PROCEDURE OF THE PLANNING BOARD:

Date: 6/8/22 
 Signature(s) of Applicant(s) or Representatives, if any

Date: _____ **
 Signature(s) of Owner(s)

****APPLICATION MUST BE SIGNED BY BOTH APPLICANT (OR REPRESENTATIVE) AND LANDOWNER.**



Town of Cohasset
 Planning Board
 41 Highland Avenue
 Cohasset, MA 02025
 Tel: (781) 383-4100 ext. 5128

FEE & DEPOSIT SCHEDULE

Subdivisions, Clusters, RCDD Special Permit & Land Alteration Special Permit

\$1,000 Application Fee
 \$ 250 Per Lot Fee (if applicable)
 \$5,000 Engineering Cost Deposit
 \$1,500 Legal Cost Deposit

Site Plan Review & Other Special Permits (VBD, HVBOD, Etc.)

\$1,000 Application Fee (5,000 sq.ft. or less)
 \$2,000 Application Fee (5,000 – 10,000 sq.ft.)
 \$1,000 Add for each addition 10,000 sq.ft. or part thereof

20,347 S.F.
 ∴ Application Fee = \$3,034.70

<u>Engineering Costs Deposit:</u>		<u>Legal Cost Deposit:</u>	
\$ 1,000	1,000 sq.ft. or less	\$ 500	1,000 sq.ft. or less
\$ 5,000	1,000 - 5,000 sq.ft.	\$1,000	1,000 - 5,000 sq.ft.
\$ 7,500	5,000 - 20,000 sq.ft.	\$1,500	5,000 - 20,000 sq.ft.
<u>\$10,000</u>	<u>20,000 sq.ft. or more</u>	<u>\$2,000</u>	<u>20,000 sq.ft. or more</u>

Common Driveway & Scenic Roads

\$ 200 Application Fee
 \$ 50 Per Residence served Fee
 \$1,500 Engineering Cost Deposit
 \$1,000 Legal Cost Deposit

Town Engineering and Legal costs are the responsibility of the Applicant and *shall be brought up to the initial required amount when the balance goes below half the initial amount.* Once a subdivision or cluster is complete and approved, any remaining balance of deposits will be returned to the Applicant upon approval of the Applicant's *written* request.

Form A - (Subdivision Approval Not Required – ANR)

\$100 Application Fee Per Plan
 \$100 Fee for each new building lot shown

Large Home Review

\$ 400 Application Fee (3,500-5,000 sq. ft.)
 \$1,000 Application Fee (over 5,000 sq.ft.)

***** Public Hearing Legal Advertisements – All Filings *****

Costs associated with legal advertisement for public hearings are the responsibility of the Applicant. Newspaper Advertising Departments will send invoices for legal advertisements directly to the Applicant and prepayment is required.

Project Description:

The project applicant proposes to construct a mixed-use building comprised of ground-floor commercial / retail space, (12) residential units, and (18) off street parking spaces at 55 South Main Street, Cohasset, MA (the "Site"). The property is listed with the Town of Cohasset (the "Town") Assessors as Parcel E5-18-003 and is approximately 20,347 square feet (s.f.) of lot area. The property has frontage on South Main Street to the East, Parking Way (formally James Lane) to the South and is abutted by existing mixed-use properties on all sides. The entire lot is classified as "upland" land area and no jurisdictional wetland resource areas exist on or within 100-ft. of the subject property.

The locus lies within the Town of Cohasset Village Business District (the "Village"). The existing property was formerly utilized as a gas service station and is presently used for automotive repair. The entire Site is previously developed with areas consisting of roof, pavement and concrete. Per the Town's Assessors records, the existing building onsite was built in 1965. Operations of the automotive repair with soon cease to exist, as the on-site tenant has secured an alternative out-of-town location. All gas tanks and fuel oil tanks have been removed from the Site. The Site is serviced by municipal water, sewer, electric and gas services.

The applicant proposes to raze the existing building and construct a new three-story, mixed-use building with an approximate 10,797 s.f. footprint (including 2nd and 3rd floor overhangs). The proposed building will contain 3,350 s.f. of activated commercial / retail space on the first floor and a total of 12 residential units on the second and third floor, consisting of (2) one-bedroom units (ranging from 823 s.f. – 862 s.f.), (8) two-bedroom units (ranging from 1,140 s.f. – 1,438 s.f.) and (2) three-bedroom units (ranging from 1,360 s.f. – 1,496 s.f.). The proposed floor area ratio of 1.23 is notably less than the as-of-right permitted ratio of 1.3 in the overlay district by more than 5%. The proposed percentage of impervious coverage is 56.8%, or 23.2% less than the permitted coverage in the overlay district.

The proposed project respects the Village Business Design Guidelines by: strengthening the district's mix of residential and commercial retail uses; promoting diverse housing alternatives; improving the Village's infrastructure with widened sidewalks, street trees, new on-street and off-street parking; enhancing open space and pedestrian accessibility; providing active retail with transparent storefronts; embracing creativity and variety in architecture that respect the scale and materials of the adjacent context; implementing sustainability and resiliency measures; and promoting civic connections that preserve and enhance the Town's historical and cultural heritage.

Semi-transparent white stained cedar clapboards and cedar shingles will wrap the building while bronze tones and unobstructed, large windows provide pockets of contemporary experiences along the façade. The proposed project is intended to create cohesion and life along South Main Street to an area that has predominately been considered an eye sore and a crater to Village activity. The residential aspect of the project will provide variety to the Town's housing stock. According to the Cohasset Housing Production Plan (HPP), adopted by the Cohasset Select Board and Planning Board in June, 2020, new housing opportunities are limited to under-utilized and vacant sites. Historically, 55 South Main Street has been acknowledged as an under-utilized site. Furthermore, the HPP provides the Cohasset Master

Plan's housing goal to diversify Cohasset's housing stock and promote increased options for households of varying sizes, incomes, tenures, and ages. The proposed project provides a rare opportunity to diversify the Town's housing stock from its nearly 75% of single family, detached homes, as well as increase the number of housing units needed to accommodate Cohasset's projected population and provide vibrant, modern living to the Village.

Outside of the building footprint the applicant proposes to construct meaningful open space and landscaped areas, including 1,516 s.f of green space and 7,336 s.f of pervious walkways and hardscape areas, as well as a public bench. Two outdoor patio areas will allow for new outdoor retail experiences along South Main Street and Town Way. The project applicant also proposes to improve upon a portion of Town Way, allowing for enhanced accessibility to the Town Parking Lot and around the Site's new uses. A new sidewalk is proposed along Parking Way, adding pedestrian safety and accessibility along this portion of the Site, while maintaining the width of the existing way.

Additionally, Parking Way will become tree-lined and well-lit with contemporary sconces. The applicant proposes to remove two large, existing driveways / curb cuts along South Main Street and relocate the vehicle access and egress for the Site to one single driveway on Parking Way which improves the pedestrian environment and experience in the Village and allows for the addition of 3 new public, parallel parking spaces along South Main Street for commercial use. The proposed addition of 3 commercial parking spaces exceeds the zoning bylaw requirement by 300%.

Off-street parking for the residential units is provided within the proposed onsite, covered parking area accessed off of Parking Way and marked by tastefully-lit custom signage, creating a beacon for the residential experience. The underside and support bracing of the covered parking is inspired by the hull of a boat, nodding to coastal elements and the proximity to the Cohasset Harbor. Along Town Way, parking will be screened by a landscaped wall. The off-street parking accommodates 150% of the parking spaces required by the zoning bylaw. Ample bicycle racks are provided onsite for public use.

All existing storm water runoff from the Site discharges into the James Brook culvert via catch basins on and adjacent to the Site. The proposed layout reduces the lot impervious coverage by 35.2% and therefore reduces the rates and volumes of runoff leaving the Site. Connections to the municipal sewer will be upgraded and new potable and fire service water connections are proposed to the fully-sprinklered building.

This Application requests a Site Plan Review per Section 12.6 of the Cohasset Zoning Bylaw and Special Permit per Section 18, Village Business District.