

Floor Area Ratio & Lot Coverage

Compliance Checklist

What is the Checklist?

Attached is a copy of a checklist to be used to expedite the approval of plans for Plum Island Overlay District (PIOD) residential building permits. **This checklist must be completed for any residential project including those which result in a substantial change of the structure and/or an increase in either and/or both Floor Area Ratio and or Lot Coverage.** The completed checklist must be accompanied by a Plot Plan with the existing and proposed construction indicated on the plan. Both Town staff and the public can verify Floor Area Ratio (FAR) and Lot Coverage compliance faster and easier if this checklist is completed. Accurately completing this form also ensures faster service when you submit a project for Building Department and/or Zoning Board of Appeals (ZBA) review.

*******Note: if FAR is < .20 and Lot Coverage is < 15%, *****
the checklist does not need to be completed.**

Who completes the checklist?

The applicant for a residential building permit completes the checklist.

Where and when is the checklist submitted?

The applicant submits the Checklist and plot plan to the Building Department and Zoning Board of Appeals (if applicable) for any project including those which result in a substantial change of the structure and/or an increase in Floor Area Ratio and/or Lot Coverage.

Questions? Contact the Building Department at (978) 465-0862 Ext. 309

PIOD Guide - The following is an interpretive guide based on the collective opinions of the Building Commissioner and ZBA to assist in expediting the permitting of projects within the Plum Island Overlay District (PIOD) while keeping with the intent of the bylaw. This guide in and of itself does not take the place of nor give relief from the Town of Newbury's Zoning By-law.

LOT COVERAGE

Lot Coverage is the size of the footprint(s) of a building(s) and/or structure(s) on a lot divided by the size of the parcel, expressed as a decimal number. The lot coverage is used in calculating the intensity of use of a parcel for development project. For example, a footprint of 1000 sf. on a 5000 sf. lot results in lot coverage of .20 or 20% ($1000\text{sf} / 5000\text{sf} = .20$).

1. Lot coverage is basically the total square footage of all structures covering a lot from a birds eye view.
2. The following areas are to be **included** for the purpose of computing **Lot Coverage**:
 - All buildings including single, two or multi family dwellings.
 - All buildings of a nonconforming use.
 - Accessory structures including sheds, garages, pools, carports, decks, roof over hangs exceeding 20", platform walkways and similar structures.
3. The following areas are to be **excluded** for the purpose of computing **Lot Coverage**:
 - Existing grade level walkways and driveways.
 - Retaining walls and fences.

Note: Although the Zoning By-law only uses the total of "all building footprints" to determine the 20% allowed lot coverage restrictions, the Wetlands By-law includes the above mentioned accessory structures in the 20% coverage. The ZBA will strongly encourage the applicant to submit an application that is in compliance with the lot coverage requirements of the Wetlands By-Law to eliminate issuing a decision potentially in conflict with the Conservation Commission.

LOT COVERAGE CHECKLIST

Please fill in all blanks below (mark N/A where not applicable)

LOT COVERAGE CALCULATION

Lot Size = _____ sq. ft. Total Lot Coverage = _____ sq. ft

Lot Coverage % = (Total Lot Coverage / Lot Size) x 100 = _____ %

Structure	Sq. Footage Existing Footprint	Sq. Footage Proposed Footprint
Primary Dwelling		
Secondary Dwelling		
Decks		
Garage/Carport		
Shed		
Other Structures		
Roof Overhangs >20"		
Totals		

FLOOR AREA RATIO

Floor Area Ratio (FAR) is the size of a building divided by the size of its parcel, expressed as a decimal number. For example, a 5000 square foot building on a 5000 square foot lot has a floor area ratio of 1.00 or 100% while the same building on a 10000 square foot lot would have a floor area ratio of .50 or 50%. The FAR is used in calculating the building intensity of a development project.

1. Gross floor area is basically the area within the surrounding exterior walls of a building.
2. The following areas are to be **included in gross floor area** for the purpose of computing FAR:
 - Exterior and interior walls (that is, the thickness of the wall is included)
 - Laundry rooms, mechanical rooms, closets, storage rooms, built in cabinets and media niches.
 - Mezzanines and lofts.
 - Floor areas used by interior stairways, elevators and similar features. The floor area of each stairway shall be counted once (not twice by counting floor levels).
 - Usable spaces (generally defined as having a 5' minimum height) such as rooms and closets shall also be counted.
 - Attic spaces not meeting the state building code definition of habitable and clearly having the sole purpose of storage or utilities.
 - Porches, patios and breezeways with a "solid" cover.
 - Accessory buildings that are deemed habitable space, including but not limited to guest houses and second units.
 - Basements that qualify under state building code as a story.
3. The following areas are to be **excluded in gross floor area** for the purpose of computing FAR:
 - Basements that do not qualify under state building code as a story.
 - Attached or detached garages and carports.
 - Porches, balconies, patios, breezeways and decks which do not have "solid" cover.
 - Air spaces within buildings such as vaulted ceilings. More specifically, the floor area shall be counted at the actual floor area only and not in the air spaces above.

FAR CHECKLIST

Please fill in all blanks below (mark NA where not applicable)

Property Address:

Owners Name:

FAR CALCULATION

Lot Size = _____ sq. ft.

Total Floor Area = _____ sq. ft

Floor Area Ratio = (Total Floor Area / Lot Size) x 100 = _____ %

Note: Total square footage shall include all wall thicknesses

Room Name	Existing Square Footage	Proposed Square Footage
Bedroom #1		
Bedroom #2		
Bedroom #3		
Bathroom #1		
Bathroom #2		
Kitchen		
Family Room		
Dining Room		
Living Room		
Hallways/Foyers		
Den/Study/Office		
Laundry Room		
Mechanical Room		
Storage Closets		
Covered Decks/Porches/Sunrooms		
Stairways (see definition above)		
Garage/Carport		
Second Unit or Guest House		
Other (please specify)		
Other (please specify)		
Totals for Existing & Proposed		
Total Gross Floor Area (incl. Wall Thickness)		

Total Gross Floor Area Including Wall Thicknesses:

Total First Floor:	Total Second Floor:
Total Other:	Total All Floor Area?