

Guidelines: Judging of Projects Requiring BMZA Approval

The City of Baltimore's Board of Municipal and Zoning Appeals encourages "applicants to discuss their plans with their neighbors and their community associations." The Land Use and Development Committee of the Fells Prospect Inc. community association asks that you appear at our meeting to support your project. By doing so, you will be honoring the City of Baltimore's Board of Municipal and Zoning Appeals (BMZA) request. When you appear, we ask that you bring the same materials that you will need to defend your project before the BMZA as described in their "General Rules for Additions." These guidelines are available online at <http://www.ci.baltimore.md.us/government/planning/images/rehab-additions.pdf> or by phone at 410-396-7526. You should prepare and have with you the described required drawings and photographic documentation.

We will be evaluating your project according to the extent to which it follows zoning guidelines, the degree to which it fits in with the architectural style of the surrounding community, the appropriateness of the material used on the exterior of the structure, the effect of the anticipated new structure on neighbors, the approval of neighbors of the anticipated changes, the provision of parking if the structure creates greater demand, and the following of guidelines for the construction of any rooftop structures.

- I. Will zoning guidelines - taken from the BMZA's "General Rules for Additions" be followed?
 - A. Will additions be architecturally integrated into the existing house?
 - B. Will anticipated materials following guidelines? Will these materials fit in with those used in surrounding structures?
 - C. Will third floor additions or decks on structures located on narrow streets be set back appropriately?
 - D. Will roof access structures meet guidelines?
 - E. Will proposed additions cause structures to exceed guidelines for floor area ratio?
- II. Will the street facades of proposed structure fit in with the architectural style of the surrounding community?
 - A. Will the roofline be consistent with that of surrounding structures?
 1. Will cornice be maintained if present or restored to original style?
 2. If a third-story is added, will the story line of the block be maintained?
 - B. Will the window line, size and type of window be consistent with surrounding structures?
 - C. Are anticipated materials consistent with those used in original structures?
 1. Will original brick front be maintained?
 2. Is there a change from the original materials of the neighborhood? For example, from brick to stucco?
- III. Will the structure adversely affect the neighbors' views or access to public areas?
- IV. Have neighbors been contacted and are letters available from them assuring their approval of changes?
- V. If the anticipated structure will increase the number of occupiable units, are off-street parking spaces provided for each additional unit?
- VI. Will rooftop structures such as decks follow BMZA guidelines? Will these structures be inconspicuous from the street?

The Land Use and Development Committee appreciates your efforts to comply with the above. In return for your compliance, we will write a letter of support for your project to the BMZA.

Suggested ammendments:

II. B. to read:

Will the window line, jamb, size and type of window be consistent with surrounding structures?

II. C. 1. to read:

Will the original brick front be maintained? If not, will new brick match existing in size and color as nearly as possible?

*Board of Municipal and Zoning Appeals