

Department of Planning and  
Community Development

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**MEMORANDUM**

**TO:** Building Department, Case File  
**FROM:** Eric Schneider, Principal Planner   
**DATE:** April 27, 2023  
**SUBJECT:** Major Modification - 254 Washington Street - Case #3361

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On October 26, 2022 the Board of Zoning Appeals voted to approve a Modification of Case #3361, 254 Washington Street.

The building previously located at this address was destroyed by fire in 2017. The subject Special Permit allowed for the reconstruction of a two-story building to house a small office and retail space on the first floor and one residential unit on the second floor. The owner has been unable to secure a retail user for the first-floor space due mainly to the absence of adequate parking.

The Board unanimously voted to grant a modification of the original Special Permit (#3361) which now permits the ground floor retail space to be converted to an additional residential unit.

The request was duly advertised and abutters were notified by mail of the request.