

**Department of Permitting & Inspections**

Zoning Division  
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**MEMORANDUM**

To: Development Review Board  
From: Ryan Morrison, Associate Planner  
Date: February 16, 2021  
RE: 21-0589CU; 19-21 Monroe Street

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This application to permit a short term rental (bed and breakfast) use in a one-bedroom apartment is proposed for deferral to a later DRB meeting date. The applicant intends to apply for an after-the-fact fourth unit within the existing building, and also request a parking waiver. The date of the deferred DRB hearing is yet to be determined.