



City of Cambridge

Consent Communication #11

IN CITY COUNCIL

August 4, 1997

ORDERED: That the Commissioner of Public Works be authorized to construct curb cuts over sidewalks in front of estates upon the streets as hereinafter named, the expense thereof to be charged to the appropriation for Public Works Department, Paving (Edgestones and Sidewalks). The entire cost of material and labor furnished to be repaid to the City by the owners of abutting estates.

Mary Masterson

23-25 Muller Avenue

In City Council August 4, 1997

Adopted by the affirmative vote of nine members.

Attest:- D. Margaret Drury, City Clerk.

A true copy; *D. Margaret Drury*

ATTEST:-

D. Margaret Drury
City Clerk



OFFICE OF THE CITY CLERK

CITY OF CAMBRIDGE

(617) 349-4260

FAX (617) 349-4307

tty/TDD (617) 492-0235

D. MARGARET DRURY
CITY CLERK

DONNA P. LOPEZ
DEPUTY CITY CLERK

June 13, 1997

Dear Neighborhood Representative:

This office is in receipt of a copy of a petition from Mary Masterson requesting a curb cut *at the premises numbered 23-25 Muller Avenue, Cambridge, Massachusetts.*

The City Council has directed that all curb cut petitions be submitted to the appropriate Neighborhood Associations for the locality where the curb cut would be made, so that the association may have an opportunity for review, prior to action by the City Council.

Please indicate by return mail your approval or disapproval of the petition within twenty one days from the date of this letter. If the response is "disapproval" please state reasons. Be sure to sign the form and include a daytime phone number. I have enclosed a self-addressed stamped envelope to facilitate your reply.

As soon as this office has received both the completed application and your neighborhood association response, I will place the petition on the agenda for the next City Council meeting. If I do not receive a response from your neighborhood organization by twenty one days from the date of this letter, I will place the petition on the agenda for the next City Council meeting.

If your neighborhood association cannot complete its review by twenty one days from today, you may extend the reply time another seven days by requesting an extension by letter to me with a copy to the petitioner. However, I urge you to make every effort to complete your review as soon as possible.

Thank you for your cooperation.

Sincerely yours,

D. Margaret Drury
City Clerk

Name of Neighborhood Association: Joe Joseph - North Cambridge Stabilization

hereby _____ approve _____ disapprove of said driveway petition.

Comments: _____

Signature of authorized association representative _____

Daytime telephone no. _____

cc: Petitioner



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Thank you for your cooperation.

Sincerely yours,

D. Margaret Drury
City Clerk

Name of Neighborhood Association: Alan Bell - Clarendon Avenue Neighborhood

hereby _____ approve _____ disapprove of said driveway petition.

Comments: _____

Signature of authorized association representative _____

Daytime telephone no. _____

cc: Petitioner



OFFICE OF THE CITY CLERK

CITY OF CAMBRIDGE

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RECEIVED BY
OFFICE OF CITY CLERK

97 JUL 31 AM 10 43

CAMBRIDGE MA.

D. MARGARET DRURY
CITY CLERK

DONNA P. LOPEZ
DEPUTY CITY CLERK

June 13, 1997

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Thank you for your cooperation.

Sincerely yours,

D. Margaret Drury

D. Margaret Drury
City Clerk

Name of Neighborhood Association: Joe Joseph - North Cambridge Stabilization

hereby ☒ approve ☐ disapprove of said driveway petition.

Comments: _____

Signature of authorized association representative *Joseph Joseph*

Daytime telephone no. 354-3295

cc: Petitioner

J. Winslow P.E.
Construction Management Consultant

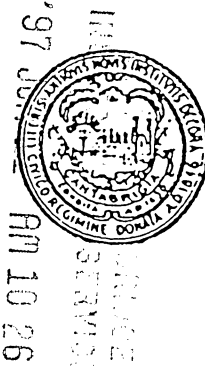
24 Walnut Street
Malden, Massachusetts
02148

617-324-2303

19970607

APPLICATION FOR DRIVEWAY CUTS AND OPENINGS

CITY OF CAMBRIDGE

RECEIVED BY
OFFICE OF CITY CLERK
JUN 25 PM 4:20RECEIVED
JUN 20 5 09 PM '97
CAMBRIDGE MA.

INSTRUCTIONS:

In order to obtain permission for a driveway cut or opening you must first get approval from the Department of Inspectional Services on the zoning requirements for off-street parking, including the cooperation of your immediate abutments.

To receive a review from Inspectional Services you must fill out Part I of the application. Be sure to draw your plot plan on Drawing 1, choosing the lot that represents your lot's position, i.e. corner or interior. You must also include a sketch of the proposed driveway, including dimensions, on Drawing 2. You may then calculate the cost of the driveway by using the formula based on your choice of surfaces. You must also include a signed abutment sheet for each of your abutments: back yard, one on either side and the abutment directly across the street.

Once you have gathered this information on the application, it should be submitted to:

Zoning Officer
Inspectional Services
831 Massachusetts Avenue
Cambridge, MA 02139

If the application is approved by Inspectional Services, it will then be sent on to Traffic and Parking, the Historical Commission and the Department of Public Works. If approved by Public Works, the application and backup will be sent to the City Council for their approval. Once the City Council approves, the driveway curb cut can be installed. However, the full cost of the cut must be paid to Public Works before the work will start.

If, however, Inspectional Services denies your application you may then appeal to the Zoning Board of Appeals.

DATE:

6/9/97

PART I:

Address of proposed curb cut or off-street parking facility:		23-25 Muller Ave. Cambridge, Ma.	
Frontage:	50'	Block and Lot:	Lot 10
Setback (distance from building to sidewalk):		11'	
Distance from proposed driveway to surrounding structures and property line:		3'	
Dimensions of proposed driveway:		10x33' (Widening)	
Location of any trees, sign posts, fire hydrants, utility poles, etc., in direct vicinity of proposed driveway:		NETET Pole 498-4	

- ☒ Plot plan is included
- ☒ Sketch of driveway with cost estimate is included

- ☒ All abutment forms are included.

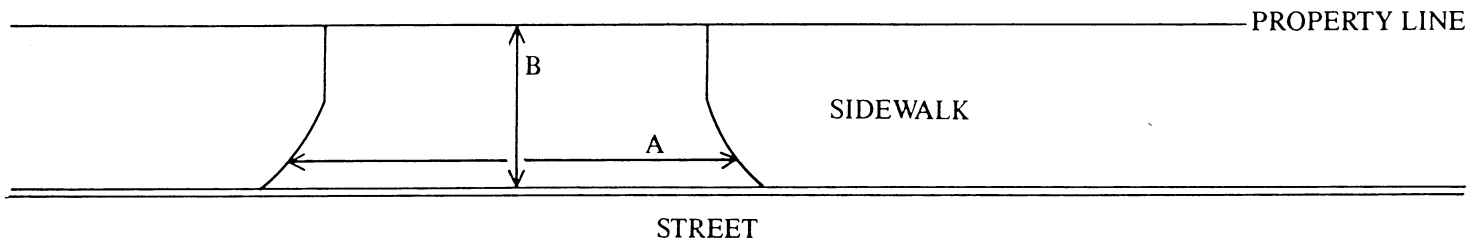
ATTENTION

A petition to amend the Cambridge Zoning Ordinance is pending. Building permits issued on or after the June 9, 1997 notice of public hearing on the petition will be subject to the amendment if adopted and may be void. Proceed at your own risk.

DRAWING 2:

SKETCH OF PROPOSED DRIVEWAY WITH COST ESTIMATE

CITY OF CAMBRIDGE



A = 10 FT. $\div$ 3 = 3.33 YARDS

B = 6 FT. $\div$ 3 = 2 YARDS

A $\times$ B = 5.33 SQUARE YARDS

COST ESTIMATE:

BRICK: _____ SQUARE YARDS $\times$ \$70/SQUARE YARD = \$ _____

BRICK ON CONCRETE: _____ SQUARE YARDS $\times$ \$85/SQUARE YARD = \$ _____

CONCRETE: 5.33 SQUARE YARDS $\times$ \$40/SQUARE YARD = \$ 213.20

ASPHALT: _____ SQUARE FEET $\times$ 1 TON/40 SQUARE FEET $\times$ \$125/TON = \$ _____

DEPARTMENT OF PUBLIC WORKS SCHEDULED DATE FOR CONSTRUCTION:

/ /

DEPARTMENT OF PUBLIC WORKS STATED FEE: \$ _____

The undersigned agrees to pay the stated fee for the driveway installation in full within two (2) weeks of the estimated starting date of construction before the Department of Public Works shall proceed with construction:

Owner's signature:

Mary S. Masterson

Date:

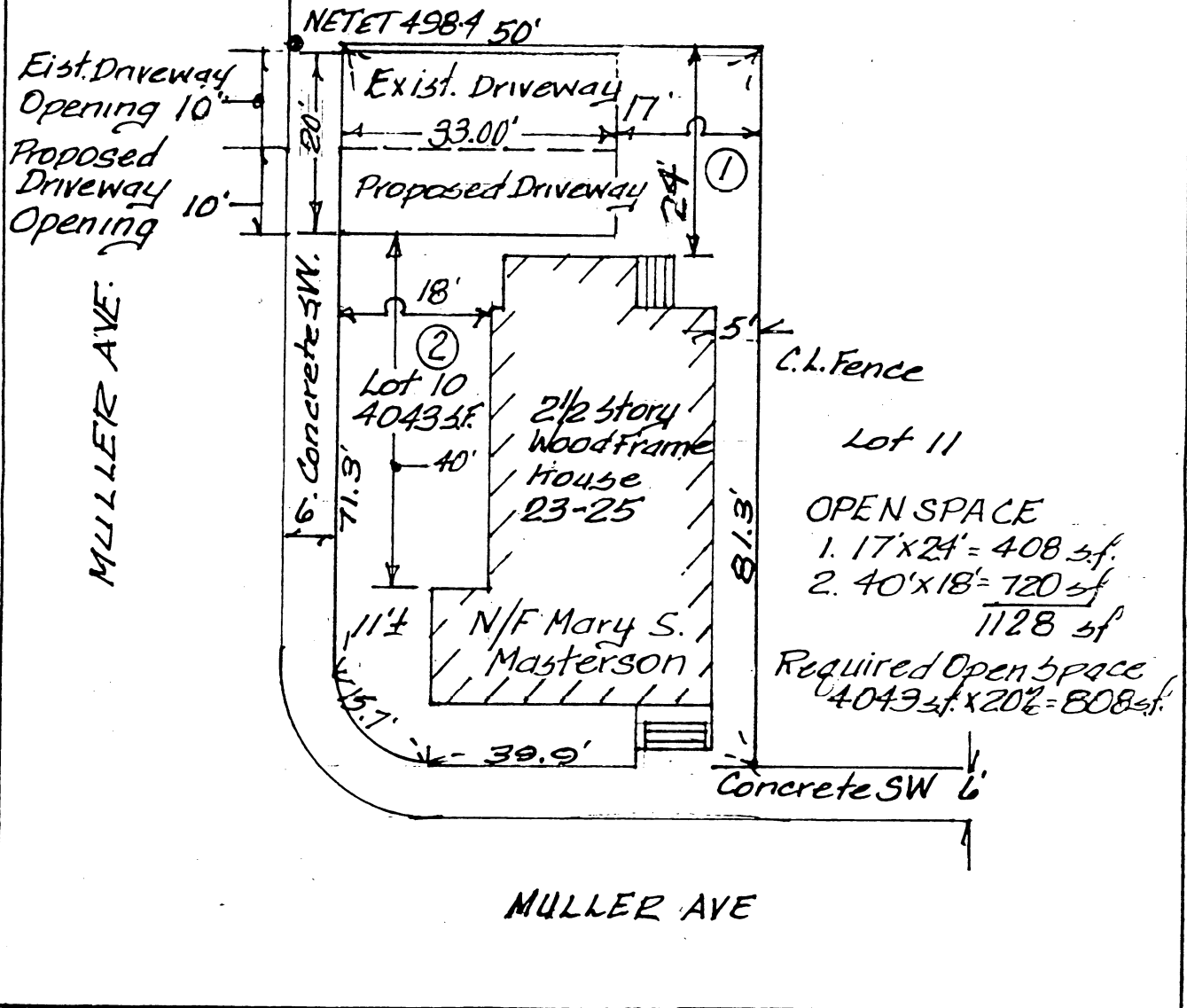
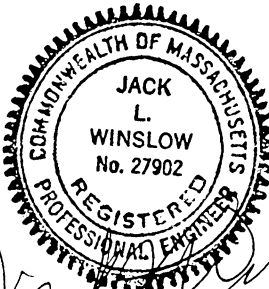
6-10-97

Address:

23 Muller Avenue, Cambridge, MA 02140.

Funds Received: \$ _____

Check Number: _____

MURRY
HILL RD.PLAN
Scale 1"=20'

Jack L. Winslow
6-9-97

This plan was copied from a survey compiled by L.G. Brackett & Co. dated 11-2-77 and is not to be used for establishing property lines, or be filed in the Registry of Deeds

PROPOSED PLAN
for
DRIVEWAY OPENING
23-25 MULLER AVE.
CAMBRIDGE MA.
Scale 1"=20'
Date 6-9-97

J. Winslow P.E. Civil Engineers

CITY OF CAMBRIDGE

APPLICATION FOR DRIVEWAY CUTS AND OPENINGS
ABUTTOR'S FORM

To Whom It May Concern:

As owner or agent of MARY S. MASTERSON☒ approval

Cambridge, Massachusetts, I do hereby declare

☐ disapproval

of the installment of:

Off-Street Parking Facility located at 23-25 MULLER AVENUE
CAMBRIDGE, MA 02140Signed: Mental Kelly Date: 6-6-97Address: 62 Murray Hill Rd, Cambridge

To Whom It May Concern:

As owner or agent of MARY S. MASTERSON☒ approval

Cambridge, Massachusetts, I do hereby declare

☐ disapproval

of the installment of:

Off-Street Parking Facility located at 23-25 MULLER AVENUE
CAMBRIDGE, MA 02140Signed: Rose M. Grantland Date: 6/6/97Address: 16 Murray Hill Rd.

To Whom It May Concern:

As owner or agent of MARY S. MASTERSON☒ approval

Cambridge, Massachusetts, I do hereby declare

☐ disapproval

of the installment of:

Off-Street Parking Facility located at 23-25 MULLER Avenue
CAMBRIDGE, MA 02140Signed: Alan C. McNeely Date: 6/6/97Address: 31 Richard Ave. Cambridge, MA 02140

CITY OF CAMBRIDGE

APPLICATION FOR DRIVEWAY CUTS AND OPENINGS
ABUTTOR'S FORM

To Whom It May Concern:

As owner or agent of MARY S. MASTERSON,

☒ approval

Cambridge, Massachusetts, I do hereby declare ☐ disapproval

of the installment of:

Off-Street Parking Facility located at 23-25 MULLER AVENUE
CAMBRIDGE, MA 02140

Signed: Smith G. Bell Date: 6/7/97

Address: 21 Muller Ave, Cambridge MA 02140

APPLICATION FOR DRIVEWAY CUTS AND OPENINGS

CITY OF CAMBRIDGE

PART II: INSPECTIONAL SERVICES DEPARTMENT

☒ Application approved

☐ Application denied

Reason:

Signature:

Les-B zone Max² 20 ft

Date:

6/11/97

Title:

Zoning Specialist

PART III: TRAFFIC AND PARKING DEPARTMENT

☒ Application approved

☐ Application denied

Reason:

Signature:

Date:

6.20.97

Title:

TRAFFIC DIR

PART IV: HISTORICAL COMMISSION

☒ Application approved

☐ Application denied

Reason:

Signature:

Date:

6.20.97

Title:

EX DIR

PART V: PUBLIC WORKS DEPARTMENT

☒ Application approved

☐ Application denied

Reason:

Signature:

Date:

6/24/97

Title:

City Engineer - Widening of Existing Curb Cut

City of Cambridge

CITY POLICY ON DRIVEWAY CUTS, OPENINGS AND OFF-STREET PARKING FACILITIES

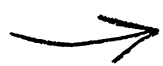
1. All authorization for driveway cuts and openings shall be issued by the Department of Public Works only after the application has first been approved by the Inspectional Services Department, the Traffic and Parking Department and, if the location is in or affects an historical district, neighborhood conservation district, or a landmark, the Historic Commission, and only after the City Council has adopted an order approving the petition. Prior to placing an application on a City Council agenda for action, the City Clerk shall notify neighborhood associations in the area of the location for which the application is made.
2. The fee for the driveway installation, once it has been approved, shall be paid in full before the Department of Public Works shall proceed with construction; in certain cases the Department of Public Works may allow work to be done by a private contractor who shall post the necessary bond and adhere to the city standards for such construction. In the latter case the Department of Public Works shall inspect and approve the final construction before the bond is released.

PROCEDURE WITH RESPECT TO DRIVEWAY CUTS, OPENINGS AND OFF-STREET PARKING SPACES OR FACILITIES

1. An application for Driveway Cuts and Openings shall be obtained by the applicant at the Department of Public Works or Inspectional Services Department.
2. The applicant, in addition to the application itself, (and the sketch required on the application form) must include a plot plan to scale which illustrates the driveway cut and the layout of the proposed on grade, off-street parking space, spaces or facility.
3. The applicant must also include signed abutter's forms of those abutters in front, side, rear and across the street from the property which the curb cut will be made. If the applicant is unable to obtain these signatures, he/she must include a statement with the application that an attempt was made to secure the required signatures and that it was not possible to obtain them and indicate the reasons why it was not possible to obtain the signatures.
4. The application, together with the plot plan and the abutter's forms, shall be first submitted to the Inspectional Services Department, located at 831 Massachusetts Avenue for review for compliance with the City of Cambridge Zoning Ordinance.

Curb cut requirements are detailed in Section 6.40 of the Zoning Ordinance. Following are some of the more significant requirements that must be met to comply with zoning:

- a. A curb cut cannot be located closer that twenty five (25) feet to a street intersection or within fifteen (15) feet of a crosswalk.
- b. The driveway must be at least ten (10) feet wide.
- c. For lots having less than 100 feet of frontage, a maximum of only one curb cut is allowed.
- d. The required size of the parking space is 8 1/2 feet by 18 feet. The parking space cannot be located within the front yard setback.



If the Inspectional Services Department makes a determination that the curb cut is not in compliance with the Zoning Ordinance, the applicant has the following options: discontinuing the application process; modifying the application to bring it into compliance with the Zoning Ordinance; appealing the Inspectional Services determination to the Board of Zoning Appeals (BZA); or requesting from the BZA a variance from the Zoning Ordinance. If the applicant is not successful with the appeal or variance request before the BZA, recourse is through the courts.

If the Inspectional Service Department (or the Board of Zoning Appeal) approves the application, it will then be sent to the Department of Traffic, Parking and Transportation. A refusal at this juncture may be appealed to the City Council for action.

5. If the application is approved by Traffic and Parking it should then be sent to the Historical Commission. If the Commission approves, the application will then be sent to the Department of Public Works; if the Commission disapproves the application, the applicant may appeal under statutes and ordinances governing the administration of historically designated properties, information about which may be obtained from the Commission.
6. If the Department of Public Works approves the application, the application will be sent to the City Clerk's Office. The City Clerk will notify neighborhood associations in the area of the petitioner and will send a copy to the petitioner. Notification will include a copy of the plot plan or drawing submitted with the application and will request that the neighborhood association inform the City Clerk whether it approves or disapproves of the application. Petitioners are urged to contact their neighborhood association early to avoid delay.
7. Ten days after notification of the neighborhood associations, the City Clerk will place the application on the next City Council agenda. If the City Council approves the application, the City Clerk will notify the applicant and will send the application back to the Department of Public Works. The cost of the driveway construction will be calculated and the driveway will be put on the schedule and a date assigned for construction. The applicant must pay in full for the construction cost, based on the cost indicated, within two weeks before the estimated start of construction. No construction will begin unless the full cost of the driveway has been paid for in advance.

In certain cases, the Department may arrange with the applicant to have the driveway done by a private contractor; however, the contractor will have to post a bond and have his work inspected as to city standards before the bond is released. In this case the contractor will have a direct relationship with the applicant and the city will not intervene unless the contractor does not meet city requirements for driveway construction.

8. If the applicant is refused by the Department of Public Works, the applicant can appeal to the City Council.
9. **APPLICANTS ARE CAUTIONED AGAINST EXPENDING ANY MONEY ON MODIFICATIONS TO THEIR PROPERTY IN ANTICIPATION OF THEIR APPLICATION BEING APPROVED BY THE COUNCIL.**

If a curb cut is required in connection with a project for which a building permit from the Inspectional Service Department is required, the building permit will not be issued until approval for the curb cut is first obtained from the Council. In extraordinary cases, an incremental (foundation, site work, etc) building permit may be issued if the following conditions, as a minimum, are met; the application has been initiated with the Inspectional Services Department, approvals from abutters have been obtained, a hardship is demonstrated, and the applicant states that he/she is proceeding at his/her own risk.

Consent Communications #11

H-132

An application has been received from
Mary Masterson requesting a curb cut
at the premises numbered 23-25 Muller
Avenue.

In City Council August 4, 1997

ORDER ADOPTED