



OFFICE OF THE CITY CLERK

CITY OF CAMBRIDGE

CITY HALL, CAMBRIDGE, MASSACHUSETTS 02139

(617) 349-4260

D. MARGARET DRURY
CITY CLERK

FAX (617) 349-4307

JOHN E. FLYNN
DEPUTY CITY CLERK

MEMORANDUM

TO: The Honorable, the City Council

FROM: D. Margaret Drury, City Clerk

SUBJECT: Process for Neighborhood Approval of Curb Cut Applications

DATE: May 2, 1995

The current policy of notifying neighborhood associations of curb cut applications was instituted in 1988. At that time, the City Manager sent to the City Council a proposed procedure for curb cut applications. The proposed procedure was the one now in place, with requirements for signoff by Inspectional Services, Traffic and Parking, Historical Commission and Public Works. The proposed procedures did not include notification of neighborhood associations.

The requirement of notification of neighborhood associations was added by the City Council in 1988 as part of its considerations of the proposed procedures sent to the Council by the Manager. See attached City Council Order of October 31, 1988. By this order the City Council directed that the City Clerk notify "concerned neighborhood associations." (Attachment A).

From that time forward, the City Clerk's Office has utilized the list of neighborhood associations maintained by the Community Development Department. Throughout the years, it has been the experience of this office that there is often no response from many of the neighborhood associations to which the notification is sent.

When the City Council requested that the City Clerk clarify the neighborhood association notification procedures, in addition to revising the letter to neighborhood associations to require the identity of the signer and reasons for the disapproval (Attachment 2), the Clerk's Office wrote to all the neighborhood associations on the current CDD list, and requested that the organizations tell us whether they wanted to

continue to receive these applications (Attachment B). The newspapers, business associations, and community service organizations on the list were not contacted based on the assumption that they were not the type of "neighborhood associations" that the City Council intended to review curb cut applications. Those organizations which did not respond received another letter to check on whether they really wanted to be removed (Attachment C).

This process resulted in the list that was submitted to the City Council, and which caused some concern because it is a rather short list (Attachment D).. I am therefore requesting that members of the City Council review the current CDD neighborhood association list (Attachment 1) and give me the names of any additional organizations which they believe should be included.

Depending on the pleasure of the City Council, I can either write to all suggested groups to determine whether they would like to be included in the application review process or submit the proposed list to the City Council for its consideration.

Questions have also been raised by the City Council about the amount of time that the application process takes. I am therefore submitting with this memorandum a description of the process, which has been in place since 1988 (Attachment 3). Please note that although the process has not changed since 1988, the description has been revised to more accurately reflect the actual process. The revised description has been reviewed by all of the departments involved to ensure that it is an accurate description, and it will be utilized by the Clerk's Office.

Please note that, as set out in the description, this office has made additional improvements to the Clerk's notification of neighborhood associations. The Clerk's Office will send a copy of the plot plan or drawing of the proposed curb cut and will send a copy of the neighborhood notification letter to the petitioner. In addition, the description advises petitioners that neighborhood associations will be requested to review the application, and urges applicants to contact the neighborhood association early on to avoid later delay.

Attachment 1.

Xerox labels
5/95

Richard Vendetti
East Cambridge Planning Team
28 Winter Street
Cambridge, MA 02141

Charles T. Hinds, Jr.
East Cambridge News
P O Box 410367
Cambridge, MA 02141-0004

Marty Sack
East End House
105 Spring Street
Cambridge, MA 02141

James Bentubo
Wellington/Harrington
5 Plymouth Street
Cambridge, MA 02141

Ken May
Southside Neighbors
241 Cardinal Medeiros Avenue
Cambridge, MA 02141

Jackie Carroll
Neighborhood 4 Coalition
37 Market Street
Cambridge, MA 02139

Nancy Ryan
Neighborhood 4 Coalition
4 Ashburton Place
Cambridge, MA 02139

Iona Eneze, Executive Director
Margaret Fuller House
71 Cherry Street
Cambridge, MA 02139

Cathy Hoffman
Ward 5 Committee
67 Pleasant Street
Cambridge, MA 02139

Geneva Malenfant
Hastings Square Assoc
75 Henry Street
Cambridge, MA 02139

Lois Jones
Putnam Gardens Tenant Council
9 Putnam Gardens, #79
Cambridge, MA 02139

John Pitkin
MidCambridge Neighborhood
P O Box 907
Cambridge, MA 02238

John Moos, Chair
MidCambridge Conservation
Two Fayette Place
Cambridge, MA 02139

Karen Larson
Inman Square Improvement Assoc
Seven Austin Park
Cambridge, MA 02139

Rosa Haynes
River Howard Tenant Council
Two Mildred Hamilton Place
Cambridge, MA 02139

Dawn Swan, Executive Director
Cambridge Community Center
5 Callendar Street
Cambridge, MA 02139

Central Square Neighborhood
Coalition
P O Box 391294
Cambridge, MA 02139

R. Phillip Dowds
48 Banks Street
Cambridge, MA 02139

Kathleen Manion
Agassiz Neighborhood Council
Six Newport Road
Cambridge, MA 02138

Terry DeLancy, Coordinator
Agassiz Community Center
20 Sacramento Street
Cambridge, MA 02138

Jack Joseph
Neighborhood 9 Association
32 Linnaean Street
Cambridge, MA 02138

Donna Condon
Neighborhood 9 Association
3 Arlington Street
Cambridge, MA 02140

Terry Courtney
Bellis Circle Association
32 Bellis Circle
Cambridge, MA 02140

Stuart Lesser
Neighborhood 10 Assoc
115 Lexington Avenue
Cambridge, MA 02138

Gladys Gifford
Harvard Square Defense Fund
15 Hilliard Street
Cambridge, MA 02138

Dorothy Giacobbe
North Cambridge Stabilization
7 Van Norden Street
Cambridge, MA 02140

Joe Joseph
North Cambridge Stabilization
P O Box 593
Cambridge, MA 02140

Alan Bell
Clarendon Avenue Neighborhood
32 Clarendon Avenue
Cambridge, MA 02140

Jerry Howard
North Cambridge News
P O Box 342
Cambridge, MA 02240

Ann Tenris
Highlands Neighborhood Assoc
71 Griswold Street
Cambridge, MA 02138

Patricia Calorio
Haggerty Community Schools
20 Holmes Street
Cambridge, MA 02138

Helena Rees
Cambridge Chamber of Commerce
859 Massachusetts Avenue
Cambridge, MA 02139

Sally Alcorn
Harvard Square Business
18 Brattle Street Rm 256
Cambridge, MA 02138

Carl Barron
Central Square Business
614 Massachusetts Avenue
Cambridge, MA 02139

Karen Swaim/BANC
Frameworks
2067 Massachusetts Avenue
Cambridge, MA 02140

David Leslie
Executive Director, CCA
649 Massachusetts Avenue
Cambridge, MA 02139

Steve Kaiser
191 Hamilton Street
Cambridge, MA 02139

William Premo
The TAB
P O Box 9112
Needham, MA 02192

Dennis Carlone
16 Martin Street
Cambridge, MA 02138

Michael Brandon
27 Seven Pines Avenue
Cambridge, MA 02140

Jennifer
New England Construction News
P O Box 527
Rockland, MA 02370

Lansing Fair
Inman Square Business
1221 Cambridge Street
Cambridge, MA 02139

Tanya Iatridis Cvek
Harvard Planning Rm 9-12
1350 Massachusetts Avenue
Cambridge, MA 02138

Paula S. Thompson
58 Garden Street
Apartment B
Cambridge, MA 02138

Margaret Lynch
69 Brookline Street
Cambridge, MA 02139

Frankie Lieberman
24 Ellsworth Street
Cambridge, MA 02139

John Miller
563 Franklin Street
Cambridge, MA 02139

Pam Todd-Community Relations
Commonwealth Gas Co
157 Cordaville Road
Southboro, MA 01772

Joanne Hoffman
38 Gorham Street
Cambridge, MA 02138



OFFICE OF THE CITY CLERK

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D. MARGARET DRURY
CITY CLERK

FAX (617) 349-4307

JOHN E. FLYNN
DEPUTY CITY CLERK

May 3, 1995

Dear Neighborhood Representative:

Please be advised that this office is in receipt of a petition from _____ requesting a new curb cut at the premises numbered _____, Cambridge, Massachusetts.

The City Council has directed that all curb cut petitions be submitted to the appropriate Neighborhood Associations where said curb cut would be made for their approval, prior to action by the City Council. Please indicate by return mail your approval or disapproval of said petition within ten days from the receipt 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.

Your kind cooperation in this matter will be greatly appreciated by the members of the City Council.

Sincerely yours,

D. Margaret Drury
City Clerk

Name of Neighborhood Association:

hereby _____ approve _____ disapprove of said driveway petition.

Comments: _____

Signature of authorized association representative _____

Daytime telephone no. _____

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.

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.

ATTACHMENTS

A-D



City of Cambridge

1.

IN CITY COUNCIL

COUNCILLOR DUEHAY

NOVEMBER 7, 1988

ORDERED:

That the comprehensive curb cut policy as proposed by the City Manager be accepted as amended to include appropriate notification to concerned neighborhood associations; that all final documents be submitted to the City Clerk and that final authority for approval and/or denial remain with the City Council.

In City Council November 7, 1988.

Adopted by the affirmative vote of 7 members.

Attest:- Joseph E. Connarton, City Clerk.

A true copy;

ATTEST:-

Joseph E. Connarton, City Clerk.



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D. MARGARET DRURY
CITY CLERK

JOHN E. FLYNN
DEPUTY CITY CLERK

November 3, 1994

Central Square Neighborhood Coalition
P. O. Box 391294
Cambridge, MA 02139

Dear Members:

The Cambridge City Council is reviewing its policy for obtaining neighborhood input on application for curb cuts. A copy of our Curb Cut policy is enclosed. Your neighborhood association is currently listed as a reviewer of applications for curb cuts in your area in Central Square.

If you wish to continue to fulfill this roll, please complete the attached form and return it to the City Clerk's Office in the enclosed self-addressed envelope.

Thank you for your assistance in this matter.

Sincerely,

D. Margaret Drury
D. Margaret Drury
City Clerk

DMD/d



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November 3, 1994

Ms. Terry Courtney
Bellis Circle Neighborhood Assn.
32 Bellis Circle
Cambridge, MA 02140

Dear Ms. Courtney:

The Cambridge City Council is reviewing its policy for obtaining neighborhood input on application for curb cuts. A copy of our Curb Cut policy is enclosed. Your neighborhood association is currently listed as a reviewer of applications for curb cuts in your area in Bellis Circle.

If you wish to continue to fulfill this roll, please complete the attached form and return it to the City Clerk's Office in the enclosed self-addressed envelope.

Thank you for your assistance in this matter.

Sincerely,

D. Margaret Drury
D. Margaret Drury
City Clerk

DMD/d



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CITY CLERK

JOHN E. FLYNN
DEPUTY CITY CLERK

November 3, 1994

Ms. Iona Eneze, Executive Director
Margaret Fuller House
71 Cherry Street
Cambridge, MA 02139

Dear Ms. Eneze:

The Cambridge City Council is reviewing its policy for obtaining neighborhood input on application for curb cuts. A copy of our Curb Cut policy is enclosed. Your neighborhood association is currently listed as a reviewer of applications for curb cuts in your area in Area Four.

If you wish to continue to fulfill this roll, please complete the attached form and return it to the City Clerk's Office in the enclosed self-addressed envelope.

Thank you for your assistance in this matter.

Sincerely,

D. Margaret Drury
D. Margaret Drury
City Clerk

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November 3, 1994

Mr. Nick Geraigery
East Cambridge Planning Team
269 Hurley Street
Cambridge, MA 02138

Dear Mr. Geraigery:

The Cambridge City Council is reviewing its policy for obtaining neighborhood input on application for curb cuts. A copy of our Curb Cut policy is enclosed. Your neighborhood association is currently listed as a reviewer of applications for curb cuts in your area in the East Cambridge area.

If you wish to continue to fulfill this roll, please complete the attached form and return it to the City Clerk's Office in the enclosed self-addressed envelope.

Thank you for your assistance in this matter.

Sincerely,

D. Margaret Drury
D. Margaret Drury
City Clerk

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November 3, 1994

Mrs. Gladys Gifford
Harvard Square Defense Fund
15 Hilliard Street
Cambridge, MA 02138

Dear Ms. Gifford:

The Cambridge City Council is reviewing its policy for obtaining neighborhood input on application for curb cuts. A copy of our Curb Cut policy is enclosed. Your neighborhood association is currently listed as a reviewer of applications for curb cuts in your area the Harvard Square area .

If you wish to continue to fulfill this roll, please complete the attached form and return it to the City Clerk's Office in the enclosed self-addressed envelope.

Thank you for your assistance in this matter.

Sincerely,

D. Margaret Drury
D. Margaret Drury
City Clerk

DMD/d



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November 3, 1994

Ms. Kathy Hoffman
Ward 5 Democratic Committee
67 Pleasant Street
Cambridge, MA 02139

Kathy
Dear Ms. Hoffman:

The Cambridge City Council is reviewing its policy for obtaining neighborhood input on application for curb cuts. A copy of our Curb Cut policy is enclosed. Your neighborhood association is currently listed as a reviewer of applications for curb cuts in your area in Cambridgeport.

If you wish to continue to fulfill this roll, please complete the attached form and return it to the City Clerk's Office in the enclosed self-addressed envelope.

Thank you for your assistance in this matter.

Sincerely,

Margaret
D. Margaret Drury
D. Margaret Drury
City Clerk

DMD/d



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CITY CLERK

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November 3, 1994

Mr. Stuart Lesser
Neighborhood 10 Association
115 Lexington Avenue
Cambridge, MA 02138

Dear in Neighborhood Ten:

The Cambridge City Council is reviewing its policy for obtaining neighborhood input on application for curb cuts. A copy of our Curb Cut policy is enclosed. Your neighborhood association is currently listed as a reviewer of applications for curb cuts in your area .

If you wish to continue to fulfill this roll, please complete the attached form and return it to the City Clerk's Office in the enclosed self-addressed envelope.

Thank you for your assistance in this matter.

Sincerely,

D. Margaret Drury
D. Margaret Drury
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November 3, 1994

Mrs. Geneva Malenfant
Hastings Square Association
75 Henry Street
Cambridge, MA 02139

Geneva
Dear Mrs. Malenfant::

The Cambridge City Council is reviewing its policy for obtaining neighborhood input on application for curb cuts. A copy of our Curb Cut policy is enclosed. Your neighborhood association is currently listed as a reviewer of applications for curb cuts in your area.

If you wish to continue to fulfill this roll, please complete the attached form and return it to the City Clerk's Office in the enclosed self-addressed envelope.

Thank you for your assistance in this matter.

Sincerely,

Margaret
D. Margaret Drury
City Clerk

DMD/d



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November 3, 1994

Ms. Kathleen Manion
Agassiz Neighborhood Council
6 Newport Road
Cambridge, MA 02140

Dear Ms. Manion:

The Cambridge City Council is reviewing its policy for obtaining neighborhood input on application for curb cuts. A copy of our Curb Cut policy is enclosed. Your neighborhood association is currently listed as a reviewer of applications for curb cuts in your area in Agassiz.

If you wish to continue to fulfill this roll, please complete the attached form and return it to the City Clerk's Office in the enclosed self-addressed envelope.

Thank you for your assistance in this matter.

Sincerely,

D. Margaret Drury
D. Margaret Drury
City Clerk

DMD/d



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November 3, 1994

Mr. Ken May Southside Neighbors
241 Cardinal Medeiros Avenue
Cambridge, MA 02141

Dear Mr. May:

The Cambridge City Council is reviewing its policy for obtaining neighborhood input on application for curb cuts. A copy of our Curb Cut policy is enclosed. Your neighborhood association is currently listed as a reviewer of applications for curb cuts in your area in your area.

If you wish to continue to fulfill this roll, please complete the attached form and return it to the City Clerk's Office in the enclosed self-addressed envelope.

Thank you for your assistance in this matter.

Sincerely,

D. Margaret Drury

D. Margaret Drury
City Clerk

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November 3, 1994

Mid-Cambridge Neighborhood Association
Mr. John Pitkin
18 Fayette Street
Cambridge, MA 02139

Dear Mr. Pitkin:

The Cambridge City Council is reviewing its policy for obtaining neighborhood input on application for curb cuts. A copy of our Curb Cut policy is enclosed. Your neighborhood association is currently listed as a reviewer of applications for curb cuts in your area .

If you wish to continue to fulfill this roll, please complete the attached form and return it to the City Clerk's Office in the enclosed self-addressed envelope.

Thank you for your assistance in this matter.

Sincerely,

D. Margaret Drury
D. Margaret Drury
City Clerk

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November 3, 1994

Neighborhood Nine Association
Mr. Jack Joseph
32 Linnean Street
Cambridge, MA 02139

Dear Mr. Joseph:

The Cambridge City Council is reviewing its policy for obtaining neighborhood input on application for curb cuts. A copy of our Curb Cut policy is enclosed. Your neighborhood association is currently listed as a reviewer of applications for curb cuts in your area in Neighborhood Nine.

If you wish to continue to fulfill this roll, please complete the attached form and return it to the City Clerk's Office in the enclosed self-addressed envelope.

Thank you for your assistance in this matter.

Sincerely,

D. Margaret Drury
D. Margaret Drury
City Clerk

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November 3, 1994

The North Cambridge Stabilization Committee
c/o Mrs. Megan Hanna, Chair
4 Verdun Street
Cambridge, MA 02140

Dear Mrs. Hanna:

The Cambridge City Council is reviewing its policy for obtaining neighborhood input on application for curb cuts. A copy of our Curb Cut policy is enclosed. Your neighborhood association is currently listed as a reviewer of applications for curb cuts in your area in North Cambridge.

If you wish to continue to fulfill this roll, please complete the attached form and return it to the City Clerk's Office in the enclosed self-addressed envelope.

Thank you for your assistance in this matter.

Sincerely,

D. Margaret Drury
D. Margaret Drury
City Clerk

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November 3, 1994

Mrs. Janet Rose
Area 4 Planning Team
16 Pine Street
Cambridge, MA 02139

Dear Mrs. Rose:

The Cambridge City Council is reviewing its policy for obtaining neighborhood input on application for curb cuts. A copy of our Curb Cut policy is enclosed. Your neighborhood association is currently listed as a reviewer of applications for curb cuts in your area in Area Four.

If you wish to continue to fulfill this roll, please complete the attached form and return it to the City Clerk's Office in the enclosed self-addressed envelope.

Thank you for your assistance in this matter.

Sincerely,

D. Margaret Drury
D. Margaret Drury
City Clerk

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November 3, 1994

Ms. Nancy Ryan
Neighborhood Four Coalition
4 Ashburton Place
Cambridge, MA 02138

Nancy
Dear Ms. Ryan:

The Cambridge City Council is reviewing its policy for obtaining neighborhood input on application for curb cuts. A copy of our Curb Cut policy is enclosed. Your neighborhood association is currently listed as a reviewer of applications for curb cuts in your area in Neighborhood Four.

If you wish to continue to fulfill this roll, please complete the attached form and return it to the City Clerk's Office in the enclosed self-addressed envelope.

Thank you for your assistance in this matter.

Sincerely,

Margaret
D. Margaret Drury
City Clerk

DMD/d



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November 3, 1994

Ms. Karen Swain, c/o FRAMEWORK North Cambridge Businessmen's Association
2067 Massachusetts Avenue
Cambridge, MA 02141

Dear Ms. Swain:

The Cambridge City Council is reviewing its policy for obtaining neighborhood input on application for curb cuts. A copy of our Curb Cut policy is enclosed. Your neighborhood association is currently listed as a reviewer of applications for curb cuts in your area in North Cambridge.

If you wish to continue to fulfill this roll, please complete the attached form and return it to the City Clerk's Office in the enclosed self-addressed envelope.

Thank you for your assistance in this matter.

Sincerely,

D. Margaret Drury
D. Margaret Drury
City Clerk

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JOHN E. FLYNN
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November 3, 1994

Ms. Ann Tennis
Cambridge Highlands Neighborhood Assn
71 Griswold Street
Cambridge, MA 02138

Dear Ms. Tennis:

The Cambridge City Council is reviewing its policy for obtaining neighborhood input on application for curb cuts. A copy of our Curb Cut policy is enclosed. Your neighborhood association is currently listed as a reviewer of applications for curb cuts in your area in your area.

If you wish to continue to fulfill this roll, please complete the attached form and return it to the City Clerk's Office in the enclosed self-addressed envelope.

Thank you for your assistance in this matter.

Sincerely,

D. Margaret Drury

D. Margaret Drury
City Clerk

DMD/d



OFFICE OF THE CITY CLERK

CITY OF CAMBRIDGE

CITY HALL, CAMBRIDGE, MASSACHUSETTS 02139

(617) 349-4260

D. MARGARET DRURY
CITY CLERK

FAX (617) 349-4307

JOHN E. FLYNN
DEPUTY CITY CLERK

January 3, 1995

Mr. Stuart Lesser
Neighborhood 10 Association
115 Lexington Avenue
Cambridge, MA 02138

Dear Mr. Lesser:

As you did not return the enclosed request to be included on the list of neighborhood associations, curb cut notifications will no longer be sent to your association for your review.

If your association does want to continue to receive notification, please fill out and return the enclosed form to the Office of the City Clerk by January 15.

Thank you for your attention to this matter.

Sincerely yours,

D. Margaret Drury
D. Margaret Drury
City Clerk

d

Enclosure



OFFICE OF THE CITY CLERK

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D. MARGARET DRURY
CITY CLERK

JOHN E. FLYNN
DEPUTY CITY CLERK

January 3, 1995

Ms. Kathy Hoffman
Ward 5 Democratic Committee
67 Pleasant Street
Cambridge, MA 02139

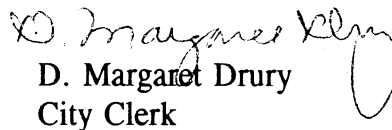
Dear Ms. Hoffman:

As you did not return the enclosed request to be included on the list of neighborhood associations, curb cut notifications will no longer be sent to your association for your review.

If your association does want to continue to receive notification, please fill out and return the enclosed form to the Office of the City Clerk by January 15.

Thank you for your attention to this matter.

Sincerely yours,


D. Margaret Drury
City Clerk

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CITY CLERK

JOHN E. FLYNN
DEPUTY CITY CLERK

January 3, 1995

Ms. Iona Eneze, Executive Director
Margaret Fuller House
71 Cherry Street
Cambridge, MA 02139

Dear Ms. Eneze:

As you did not return the enclosed request to be included on the list of neighborhood associations, curb cut notifications will no longer be sent to your association for your review.

If your association does want to continue to receive notification, please fill out and return the enclosed form to the Office of the City Clerk by January 15.

Thank you for your attention to this matter.

Sincerely yours,

D. Margaret Drury
D. Margaret Drury
City Clerk

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CITY CLERK

JOHN E. FLYNN
DEPUTY CITY CLERK

January 3, 1995

Ms. Jackie Carroll
Neighborhood 4 Coalition
37 Market Street
Cambridge, MA 02138

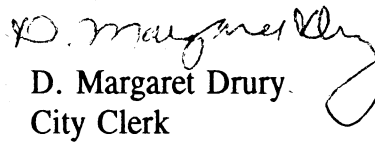
Dear in Area Four:

As you did not return the enclosed request to be included on the list of neighborhood associations, curb cut notifications will no longer be sent to your association for your review.

If your association does want to continue to receive notification, please fill out and return the enclosed form to the Office of the City Clerk by January 15.

Thank you for your attention to this matter.

Sincerely yours,


D. Margaret Drury
City Clerk

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CITY CLERK

JOHN E. FLYNN
DEPUTY CITY CLERK

January 3, 1995

Mr. James Bentubo
Wellington-Harrington Citizens Assoc.
5 Plymouth Street
Cambridge, MA 02139

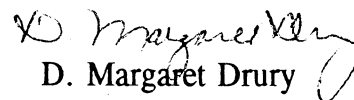
Dear Mr. Bentubo:

As you did not return the enclosed request to be included on the list of neighborhood associations, curb cut notifications will no longer be sent to your association for your review.

If your association does want to continue to receive notification, please fill out and return the enclosed form to the Office of the City Clerk by January 15.

Thank you for your attention to this matter.

Sincerely yours,


D. Margaret Drury
City Clerk

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D. MARGARET DRURY
CITY CLERK

JOHN E. FLYNN
DEPUTY CITY CLERK

January 3, 1995

Mid-Cambridge Neighborhood Association
Mr. John Pitkin
18 Fayette Street
Cambridge, MA 02139

Dear Mr. Pitkin:

As you did not return the enclosed request to be included on the list of neighborhood associations, curb cut notifications will no longer be sent to your association for your review.

If your association does want to continue to receive notification, please fill out and return the enclosed form to the Office of the City Clerk by January 15.

Thank you for your attention to this matter.

Sincerely yours,


D. Margaret Drury
City Clerk

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CITY CLERK

JOHN E. FLYNN
DEPUTY CITY CLERK

January 3, 1995

Mrs. Patricia Calorio
Haggerty Community School
20 Holmes Street
Cambridge, MA 02139

Dear Mrs. Calorio:

As you did not return the enclosed request to be included on the list of neighborhood associations, curb cut notifications will no longer be sent to your association for your review.

If your association does want to continue to receive notification, please fill out and return the enclosed form to the Office of the City Clerk by January 15.

Thank you for your attention to this matter.

Sincerely yours,

D. Margaret Drury
D. Margaret Drury
City Clerk

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CITY CLERK

JOHN E. FLYNN
DEPUTY CITY CLERK

January 3, 1995

Ms. Nancy Ryan
Neighborhood Four Coalition
4 Ashburton Place
Cambridge, MA 02138

Dear Ms. Ryan:

As you did not return the enclosed request to be included on the list of neighborhood associations, curb cut notifications will no longer be sent to your association for your review.

If your association does want to continue to receive notification, please fill out and return the enclosed form to the Office of the City Clerk by January 15.

Thank you for your attention to this matter.

Sincerely yours,

D. Margaret Drury
D. Margaret Drury
City Clerk

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January 3, 1995

Mr. James Bentubo
Wellington/Harrington
5 Plymouth Street
Cambridge, MA 02141

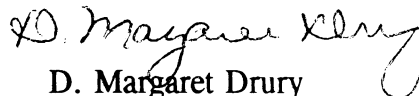
Dear Mr. Bentubo:

As you did not return the enclosed request to be included on the list of neighborhood associations, curb cut notifications will no longer be sent to your association for your review.

If your association does want to continue to receive notification, please fill out and return the enclosed form to the Office of the City Clerk by January 15.

Thank you for your attention to this matter.

Sincerely yours,


D. Margaret Drury
City Clerk

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CITY CLERK

JOHN E. FLYNN
DEPUTY CITY CLERK

January 3, 1995

Ms. Karen Swain, c/o FRAMEWORK'S
North Cambridge Businessmen's Association
2067 Massachusetts Avenue
Cambridge, MA 02140

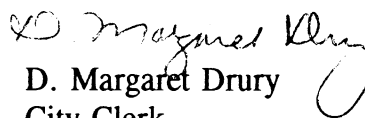
Dear Ms. Swain:

As you did not return the enclosed request to be included on the list of neighborhood associations, curb cut notifications will no longer be sent to your association for your review.

If your association does want to continue to receive notification, please fill out and return the enclosed form to the Office of the City Clerk by January 15.

Thank you for your attention to this matter.

Sincerely yours,


D. Margaret Drury
City Clerk

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D. MARGARET DRURY
CITY CLERK

JOHN E. FLYNN
DEPUTY CITY CLERK

January 3, 1995

Mrs. Janet Rose
Area 4 Planning Team
16 Pine Street
Cambridge, MA 02139

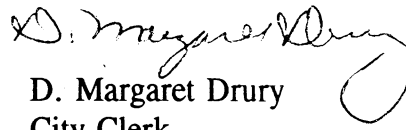
Dear Mrs. Rose:

As you did not return the enclosed request to be included on the list of neighborhood associations, curb cut notifications will no longer be sent to your association for your review.

If your association does want to continue to receive notification, please fill out and return the enclosed form to the Office of the City Clerk by January 15.

Thank you for your attention to this matter.

Sincerely yours,


D. Margaret Drury
City Clerk

d

Enclosure

D

1995 CURB CUT NOTIFICATION LIST

Mr. Bill O'Hearn, Co-Chair
The North Cambridge
Stabilization Committee
11 Dudley Street
Cambridge, MA 02140

The Agassiz Neighborhood Council
c/o Ms. Terry Delancey
20 Sacramento Street
Cambridge, MA 02138

Mrs. Geneva Malenfant
Hastings Square
Neighborhood Association
75 Henry Street
Cambridge, MA 02139

Mrs. Gladys Gifford
Harvard Square Defense Fund
15 Hilliard Street
Cambridge, MA 02138

Mr. Nick Geraigery
East Cambridge Planning Team
P. O. Box 410367
Cambridge, MA 02141-2119

Ms. Ann Tennis
Cambridge Highlands
Neighborhood Assn
71 Griswold Street
Cambridge, MA 02138

Mr. Kenneth D. May, Esq.
Southside Neighbors
241 Cardinal Medeiros Avenue
Cambridge, MA 02141

Ms. Terry Courtney
Bellis Circle Neighborhood Assn.
32 Bellis Circle
Cambridge, MA 02140

Ms. Patricia Calorio, Chair
Haggerty Neighborhood Council
13 Holmes Street
Cambridge, MA 02138

Mr. John Pitkin
c/o Mid-Cambridge Neighborhood Assn.
P. O. Box 907
Cambridge, MA 02139

Ward Five Committee
Ms. Catherine Hoffman
67 Pleasant Street
Cambridge, MA 02139

Ms. Nancy M. Ryan
Area 4 Neighborhood Coalition
4 Ashburton Place
Cambridge, MA 02139

The Margaret Fuller
Neighborhood House
Ms. Iona Smith Nze
71 Cherry Street
Cambridge, MA 02139

W 60

Communication and reports from City Offices#2

Communication received from D. Margaret Drury
regarding the process for neighborhood association approval
for curb cut applications.

In City Council May 8, 1995

*Referred to Government
Operations*

*5/10/95 Copy sent to
Gov't Operations (du)*