

10032002

CITY OF CAMBRIDGE  
TRAFFIC & PARKING

## APPLICATION FOR DRIVEWAY CUTS AND OPENINGS

NOV 13 AM 1:19 CITY OF CAMBRIDGE

CITY OF CAMBRIDGE  
INSPECTIONAL SERVICES  
02 OCT 2002

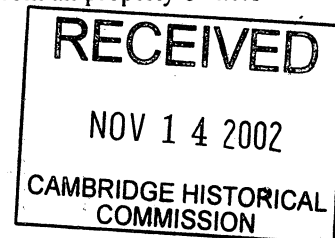
## INSTRUCTIONS:

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 abutters.

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 signed forms from abutters on the sides and rear of the property and from all property owners located across the street(s) from the property.

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:

08/28/02

## PART I:

Address of proposed curb cut or off-street parking facility: 129 Oxford Street

Frontage: 29 feet Block and Lot:

Setback (distance from building to sidewalk): 11 ft.

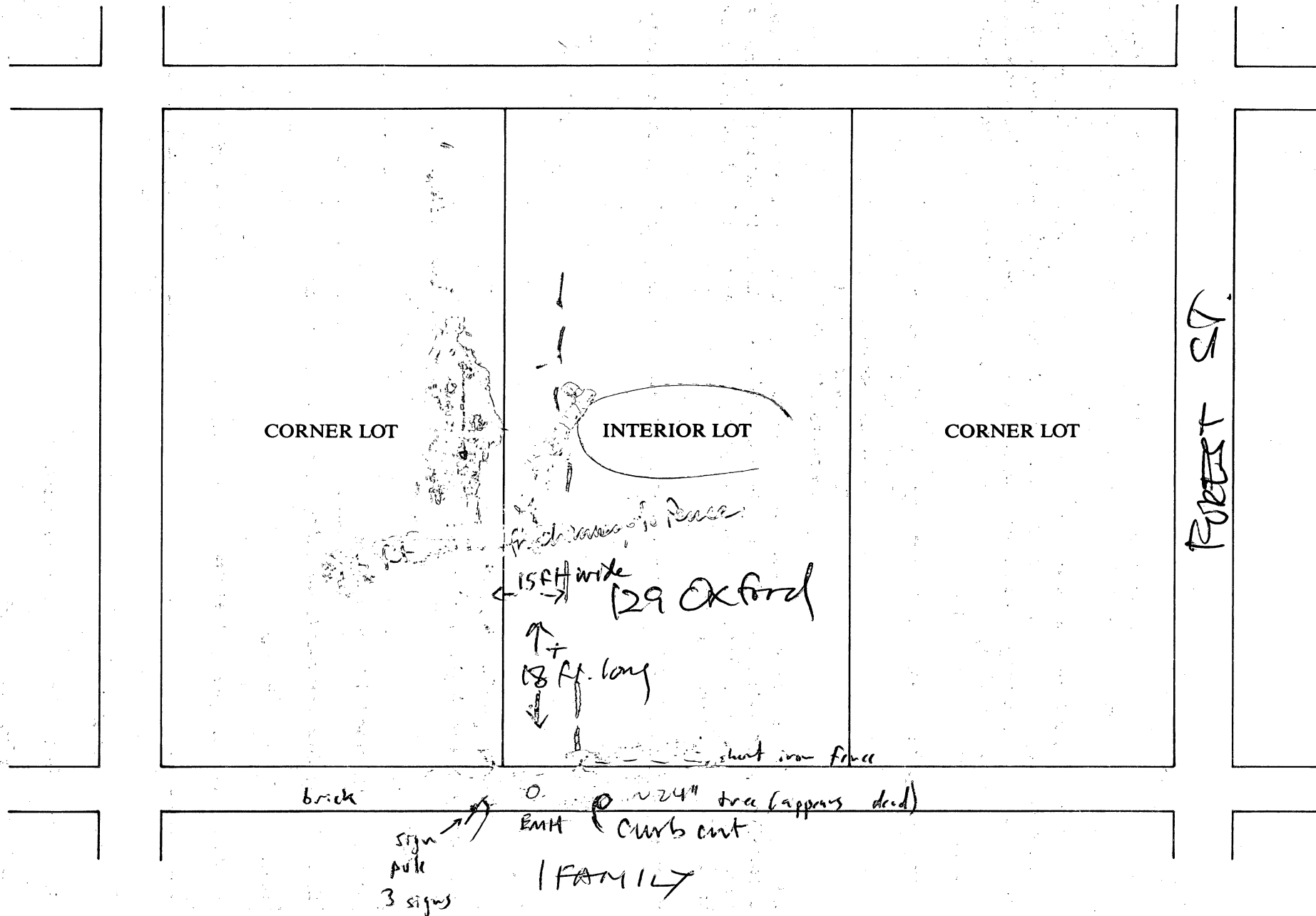
Distance from proposed driveway to surrounding structures and property line: 15 ft.

Dimensions of proposed driveway: To accommodate two cars (8 1/2 x 18 feet (plus))

Location of any trees, sign posts, fire hydrants, utility poles, etc., in direct vicinity of proposed driveway: electrical cover/sidewalk  
one tree (half dead off to side)☒ Plot plan is included☐ Sketch of driveway with cost estimate is included☒ All abutter's forms are includedControl # 6338  
2002 FEB 24 P 2:32 PM  
CAMBRIDGE, MASSACHUSETTS

DRAWING 1:

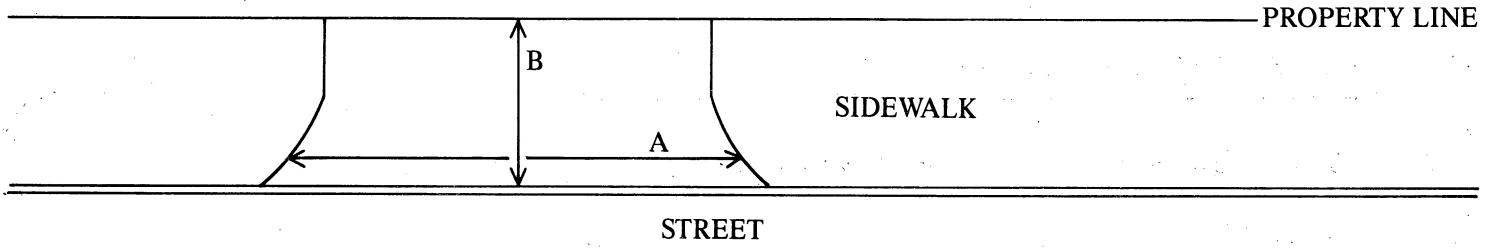
PLEASE INDICATE LOCATION OF HOUSE AND DRIVEWAY.  
BE SURE TO GIVE DIMENSIONS OF LOT.



DRAWING 2:

SKETCH OF PROPOSED DRIVEWAY WITH COST ESTIMATE

CITY OF CAMBRIDGE



$$A = \underline{15} \text{ FT.} \div 3 = \underline{5} \text{ YARDS}$$

$$B = \underline{18} \text{ FT.} \div 3 = \underline{6} \text{ YARDS}$$

$$A \times B = \underline{30} \text{ SQUARE YARDS}$$

COST ESTIMATE:

$$\text{BRICK: } \underline{30} \text{ SQUARE YARDS} \times \$70/\text{SQUARE YARD} = \$ \underline{2,100} \text{ OR } \text{alternatively}$$

$$\text{BRICK ON CONCRETE: } \underline{30} \text{ SQUARE YARDS} \times \$85/\text{SQUARE YARD} = \$ \underline{2,550}$$

$$\text{CONCRETE: } \underline{\hspace{2cm}} \text{ SQUARE YARDS} \times \$40/\text{SQUARE YARD} = \$ \underline{\hspace{2cm}}$$

$$\text{ASPHALT: } \underline{\hspace{2cm}} \text{ SQUARE FEET} \times 1 \text{ TON}/40 \text{ SQUARE FEET} \times \$125/\text{TON} = \$ \underline{\hspace{2cm}}$$

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:

*Jim Burrows*

Date: *10/07/02*

Address:

*129 Oxford Street*

Funds Received: \$

Check Number:

APPLICATION FOR DRIVEWAY CUTS AND OPENINGS

CITY OF CAMBRIDGE

PART II: INSPECTIONAL SERVICES DEPARTMENT

☒ Application approved

☐ Application denied

Reason:

NO FRONT YARD PARKING

Signature:

Date:

11/28/02

Title:

ZONING

PART III: TRAFFIC AND PARKING DEPARTMENT

☒ Application approved

☐ Application denied

Reason:

Signature:

Date:

11/13/02

Title:

Traffic Engineer

PART IV: HISTORICAL COMMISSION

☒ Application approved

☐ Application denied

Reason:

Not a designated historic property

Signature:

Date:

11/14/02

Title:

Designated Property Administrator

PART V: PUBLIC WORKS DEPARTMENT

☒ Application approved \*

☐ Application denied

Reason:

Pending Approved removal of Existing TREE from City Dpts.

Signature:

Date:

1/04/

Title:

Superintendent of Streets

Control # 6338



# City of Cambridge

Applications & Petitions #1

**IN CITY COUNCIL**

March 17, 2003

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, and authorization is conditioned upon use of materials specified by the Department of Public Works and the Department of Traffic, Parking and Transportation.

Jill Burrows

129 Oxford Street

In City Council March 17, 2003.

Adopted by the affirmative vote of nine members.

Attest:- D. Margaret Drury, City Clerk.

A true copy;

ATTEST:-

A handwritten signature in cursive script that reads "D. Margaret Drury".

D. Margaret Drury  
City Clerk

10032002

## APPLICATION FOR DRIVEWAY CUTS AND OPENINGS

## CITY OF CAMBRIDGE


 CITY OF CAMBRIDGE  
 INSPECTIONAL SERVICES  
 02 OCT 7 PM '02

## 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 abutters.

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

DATE:

08/28/02

## PART I:

Jill Burrows

Address of proposed curb cut or off-street parking facility: 129 Oxford Street

Frontage: 29 feet

Block and Lot:

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Dimensions of proposed driveway: To accommodate two cars (8 1/2 x 18 feet (plus))

 Location of any trees, sign posts, fire hydrants, utility poles, etc., in direct vicinity of proposed driveway: electrical over sidewalk  
 one tree (half dead off to side)

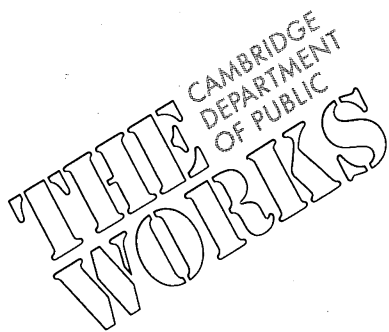
☒ Plot plan is included

☐ Sketch of driveway with cost estimate is included

☒ All abutter's forms are included

 OFFICE OF THE CITY CLERK  
 CAMBRIDGE, MASSACHUSETTS

2002 OCT 11 A 9:38



**Lisa Peterson**  
Commissioner

147 Hampshire Street  
Cambridge, MA 02139  
617-349-4800  
TTD 617-349-4805

**MEMO**

**To:** Bill Dwyer  
**From:** Greg Garber   
**Date:** January 15, 2003  
**Re:** Tree Removal  
129 Oxford Street

On December 19, 2002, I held a public hearing pursuant to Mass. General Laws c.87 to consider the removal of a public shade tree located at 129 Oxford Street. The tree in question is a 27-inch (diameter at breast height) Norway Maple with significant rot at the base of the trunk. In my opinion as Acting Tree Warden, the tree lacks sufficient structural integrity for its size, and is a threat to people and property.

There were no objections received about the removal, either before or during the hearing. Thus, according to the provisions of the law, the City may remove the tree at its own discretion.

Please don't hesitate to contact me should you have questions.

**Cc:** John Nardone





## OFFICE OF THE CITY CLERK

CITY OF CAMBRIDGE

(617) 349-4260

FAX (617) 349-4269

tty/TDD (617) 492-0235

D. MARGARET DRURY  
CITY CLERK

DONNA P. LOPEZ  
DEPUTY CITY CLERK

October 15, 2002

Dear Neighborhood Representative:

This office is in receipt of a copy of an application from Jill Burrows, requesting a curb cut *at the premises numbered 129 Oxford Street, 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

Agassiz Neighborhood Council - Terry Delancey

hereby \_\_\_\_\_ approve \_\_\_\_\_ disapprove of said driveway petition.

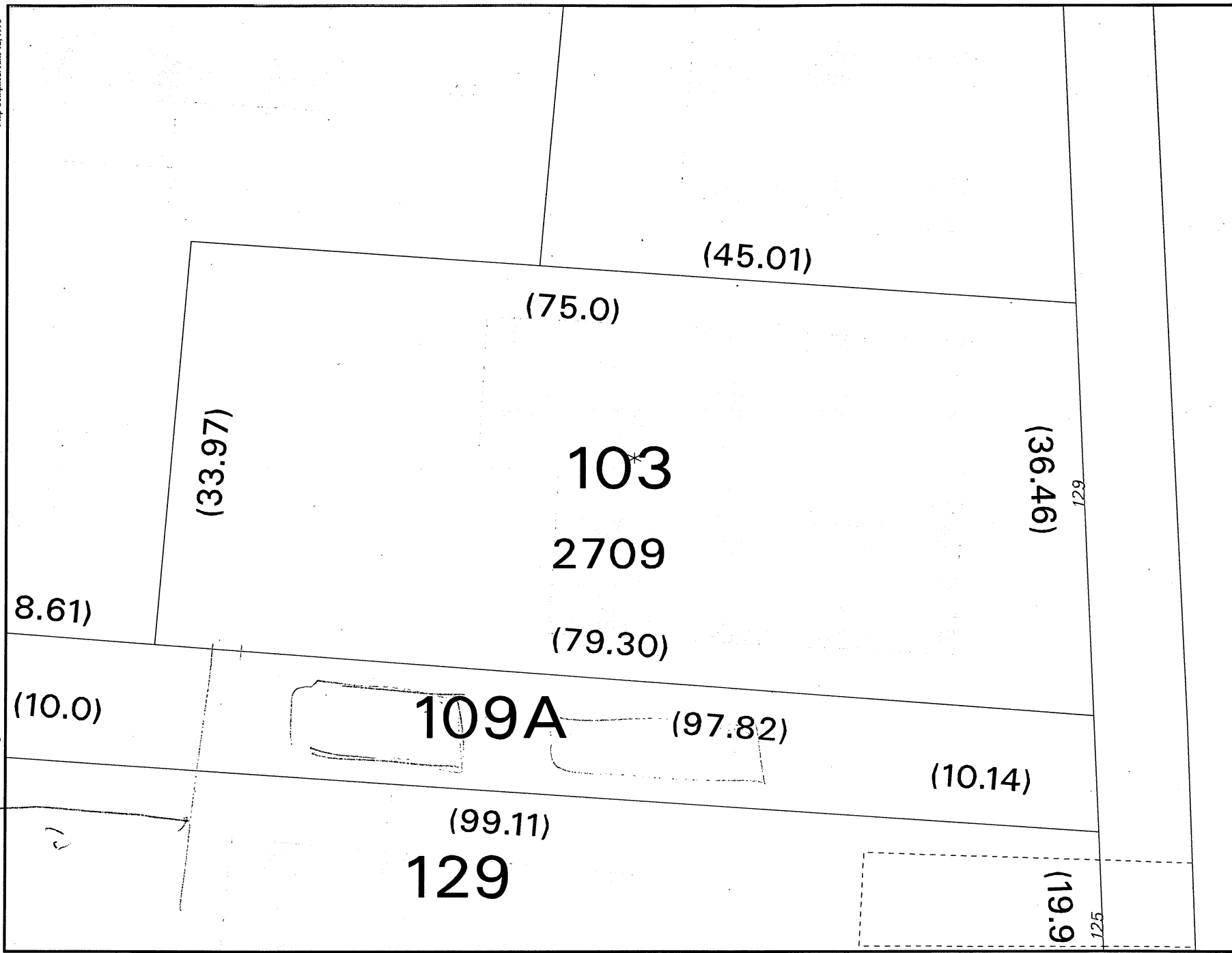
Comments: \_\_\_\_\_

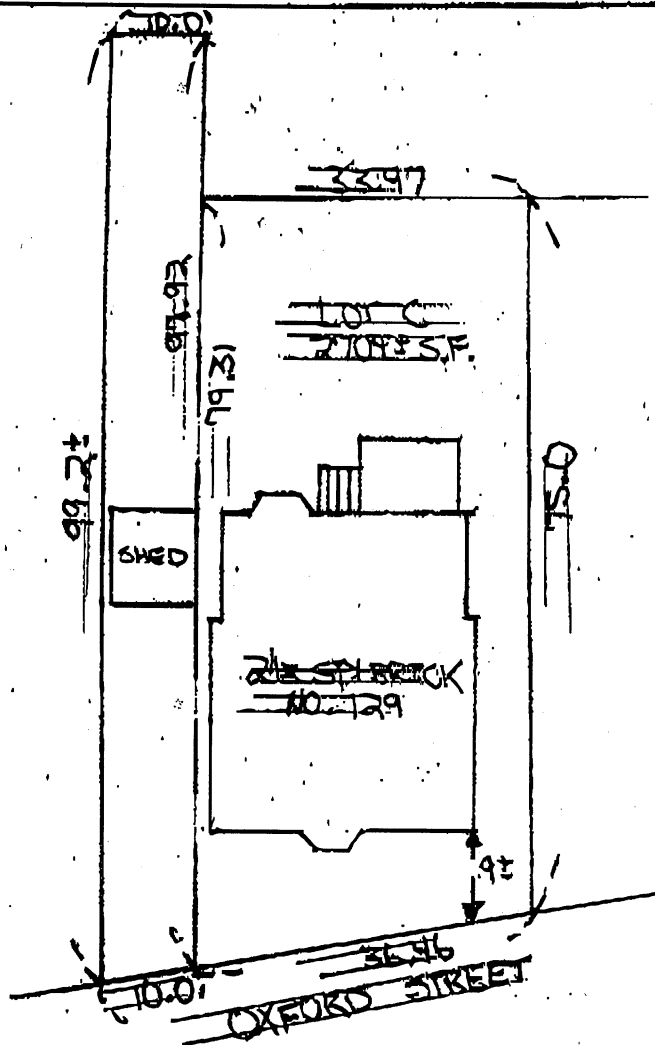
Signature of authorized association representative

Daytime telephone no.

cc: Petitioner







NOTE: I HEREBY CERTIFY TO THE BEST OF MY KNOWLEDGE THAT THE PREMISES SHOWN ON THIS PLAN ARE NOT LOCATED WITHIN THE FLOOD HAZARD ZONE AS DELINEATED ON THE MAP OF COMMUNITY MASS. 550186 0002 1977 BY THE DEPT. OF HOUSING AND URBAN DEVELOPMENT FEDERAL INSURANCE ADMINISTRATION.

I CERTIFY THAT THE BUILDING SHOWN ON THIS PLAN IS ON THE GROUND AS SHOWN.

NOTE: THIS IS A TAPE SURVEY NOT TO BE USED FOR ESTABLISHING PROPERTY LINES, HEDGES, OR ANY PURPOSE OTHER THAN ITS ORIGINAL INTENT. THIS PLAN WAS DRAWN FOR MORTGAGE PURPOSES ONLY. NOT TO BE RECORDED.

THE LOCATION OF THE DWELLING AS SHOWN HEREON EITHER WAS IN COMPLIANCE WITH THE LOCAL ZONING BYLAWS IN EFFECT WHEN CONSTRUCTED (WITH RESPECT TO STRUCTURAL SETBACK REQUIREMENTS ONLY), OR IS EXEMPT FROM VIOLATION ENFORCEMENT ACTION UNDER M.G.L. TITLE VII, C.40A, §7.



COUNTY: MIDDLESEX  
PLAN: 13848.714

# MORTGAGE INSPECTION PLAN L.G. BRACKETT COMPANY, INC. WINCHESTER, MA

PLAN OF PROPERTY IN

CAMBRIDGE, MA

OWNED BY

STANLEY W. & JULIA M. BURROWS

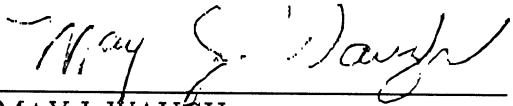
I CERTIFY THIS PLAN TO

SCALE: 1" = 20'

DATE: 9-20-02

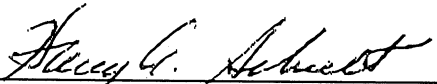
DATE OF PLAN: 2-28-1979  
PLAN BY: FRED. R. SOYCE

Witness my hand and seal as of the 23<sup>rd</sup> day of September, 2002.

  
MAY J. WAUGH

STATE OF RHODE ISLAND  
COUNTY OF Providence

In said county and state on the 23<sup>rd</sup> day of September 2002, before me personally MAY J. WAUGH, to me known and known by me to be the party executing the foregoing instrument, and she acknowledged said instrument by her so executed to the her free act and deed.

 (Seal)  
Notary Public

My Commission Expires: 8/28/2006

c:\nrportbl\providence\wsg\233052\_1.doc

**QUITCLAIM DEED**

I, MAY J. WAUGH, of 30 Miss Fry Road, East Greenwich, Rhode Island 02818 ("Grantor"), for consideration paid and in full consideration of One Dollar (\$1.00), grant to STANLEY W. BURROWS and JILL M. BURROWS, husband and wife, both of 25 Avon Street, Cambridge, Massachusetts 02138, with QUITCLAIM COVENANTS, as Tenants by the Entirety, a certain strip of land ten (10) feet in width situated on the Westerly side of Oxford Street in Cambridge, Massachusetts and being along side and adjacent to 129 Oxford Street, in Cambridge, Massachusetts, being bounded and described as follows:

|           |                                                                                                                                                                                                                                                                                                  |
|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| NORTHERLY | by land now or formerly of Brooks, ninety-seven feet and seven inches, more or less;                                                                                                                                                                                                             |
| WESTERLY  | by land shown as lot 17 on a plan recorded in Middlesex South District Deeds at the end of Book 830, ten (10) feet;                                                                                                                                                                              |
| SOUTHERLY | by the remaining land described in a mortgage given by Alden G. Waugh to the North Avenue Savings Bank, dated April 1, 1941, recorded with said deeds at book 6495, page 325, by a line parallel with and distant ten (10) feet southerly from the Northerly line of the mortgaged premises, and |
| EASTERLY  | by said Oxford Street ten (10) feet.                                                                                                                                                                                                                                                             |

Subject to easements, encumbrances, conditions, restrictions and other matters of record and real property taxes and assessments levied or assessed but not yet due and payable.

Being the same premises conveyed to Grantor by deed of Warren F. Waugh dated May 1, 1981 and recorded in the Middlesex (So.) County Registry of Deeds in Book 14283, Page 057.

Adjacent to 129 Oxford Street  
Cambridge, Massachusetts

### Exhibit A - Property Description

A certain parcel of land with the buildings thereon situated on the westerly side of Oxford Street in the City of Cambridge, County of Middlesex, Commonwealth of Massachusetts, bounded and described as follows:

EASTERLY by Oxford Street, thirty-six and 46/100 (36.46) feet;  
NORTHERLY in part by land now or formerly of Dorothy M. Louise and in part by land now or formerly of Ethan Signer et al seventy five (75) feet;  
WESTERLY by land now or formerly of said Ethan Signer et al, thirty three and 97/100 (33.97) feet; and  
SOUTHERLY by land now or formerly of Julian G. Blake, described as land of Arthur D. Sweezey on the plan first referenced below.

Containing 2,709 square feet of land.

Being described as Lot "C" on that plan entitled "PLAN OF LAND IN CAMBRIDGE, MASS. SCALE 1"=20 FT. JULY 24, 1934. W.A. MASON & SON CO. SURVEYORS CAMBRIDGE, MASS.", which plan is recorded with the Records of Land Evidence in the Middlesex County Registry of Deeds in Book 5846, Page 170 as Plan No. 389.

Being also described as Lot "C" on that plan entitled "PLAN OF LAND IN Cambridge, MASS. OWNER MAY J. WAUGH SCALE 1"=10' DATE: 11-28-79 FREDERICK R. JOYCE CO. REGISTERED LAND SURVEYORS 99 MASS AVE. ARLINGTON, MASSACHUSETTS", which Plan is recorded with the Records of Land Evidence in the Middlesex County Registry of Deeds in Book 13848, Page 714 as Plan No. 1436.

QUITCLAIM DEED

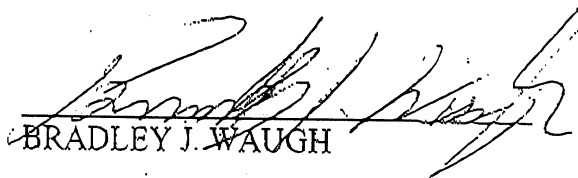
I, BRADLEY J. WAUGH, of 30 Miss Fry Road, East Greenwich, Rhode Island 02818 ("Grantor"), for consideration paid and in full consideration of Seven Hundred Sixty Thousand Dollars (\$760,000.00), grant to STANLEY W. BURROWS and JILL M. BURROWS, husband and wife, both of 25 Avon Street, Cambridge, Massachusetts 02138, with QUITCLAIM COVENANTS, as Tenants by the Entirety, a certain parcel of land with the buildings thereon, situated in Cambridge, Middlesex County, Massachusetts, bounded and described as follows:

See legal description attached hereto as Exhibit A and made a part hereof.

Subject to easements, encumbrances, conditions, restrictions and other matters of record and real property taxes and assessments levied or assessed but not yet due and payable.

Being the same premises conveyed to Grantor by deed of May J. Waugh dated November 21, 1995 and recorded in the Middlesex (So.) County Registry of Deeds on November 27, 1995 in Book 25843, Page 192.

Witness my hand and seal as of the 5th day of September, 2002.

  
BRADLEY J. WAUGH

STATE OF RHODE ISLAND  
COUNTY OF PROVIDENCE

In said county and state on the 5th day of September 2002, before me personally BRADLEY J. WAUGH, to me known and known by me to be the party executing the foregoing instrument, and he acknowledged said instrument by him so executed to the his free act and deed.

 (Seal)  
Notary Public

My Commission Expires: 6/14/05

# City of Cambridge

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

1. An applicant may obtain an Application for Driveway Cuts and Openings at the Department of Public Works or Inspectional Services Department.
2. In addition to the application itself, (and the sketch required on the application form), the applicant 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 forms from abutters on the sides and rear of the property and from all property owners located across the street(s) from the property. 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 applicant shall submit 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. The Inspectional Services Department will (1) immediately send a copy of the application to the City Clerk's Office to start the neighborhood association notification process, and (2) review the application for completeness of application, inclusion of abutter's forms and 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 than 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.

5. The City Clerk will notify neighborhood associations in the area of the petitioner and will send a copy of this notification to the applicant. 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.

6. If the Inspectional Service Department (or the Board of Zoning Appeal) approves the application, Inspectional Services will then send it to the Department of Traffic, Parking and Transportation. If Traffic and Parking refuses to approve the application, it will so inform the applicant.
7. If the application is approved by Traffic and Parking, that department will then send the application to the Historical Commission. If the Commission approves, the Commission will send the application 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.
8. If the Department of Public Works (DPW) approves the application, DPW will send the application to the City Clerk's Office. If DPW disapproves the application, it will notify the applicant.
9. When the City Clerk receives a response from the neighborhood association(s), or, if no response is received, then no sooner than 21 days after the initial notification of the neighborhood associations (see no. 5 above) the 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, obtain a permit from the DPW 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.

**10. 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.



CITY OF CAMBRIDGE

APPLICATION FOR DRIVEWAY CUTS AND OPENINGS  
ABUTTOR'S FORM

To Whom It May Concern:

As owner or agent of 22 Forest St. #3 Cambridge, MA 02140

☒ approval

Cambridge, Massachusetts, I do hereby declare

☐ disapproval

of the installment of:

Off-Street Parking Facility located at 129 Oxford St., Cambridge, MA

Signed: Michelle M. Senao

Date: September 28, 2002

Address: 22 Forest St #3 Cambridge, MA 02140

To Whom It May Concern:

As owner or agent of 125C Oxford Street, Cambridge, MA 02140

☒ approval

Cambridge, Massachusetts, I do hereby declare

☐ disapproval

of the installment of:

Off-Street Parking Facility located at 129 Oxford Street, Cambridge MA

Signed: [Signature]

Date: 9/26/02

Address: \_\_\_\_\_

To Whom It May Concern:

As owner or agent of 128 Oxford Street, Cambridge MA 02140

☒ approval

Cambridge, Massachusetts, I do hereby declare

☐ disapproval

of the installment of:

Off-Street Parking Facility located at 129 Oxford St.

Kyoko

Signed: Kyoko [Signature]

Date: 10/3/02

Address: 128 Oxford St. #1

CITY OF CAMBRIDGE

APPLICATION FOR DRIVEWAY CUTS AND OPENINGS  
ABUTTOR'S FORM

To Whom It May Concern:

As owner or agent of \_\_\_\_\_,

☒ approval

Cambridge, Massachusetts, I do hereby declare

☐ disapproval

of the installment of:

Off-Street Parking Facility located at 129 OXFORD ST.

CAMBRIDGE, MA 02140

Signed: Meg D'Ambra Date: 10/6/02

Address: 129 OXFORD ST #2

CAMBRIDGE, MA 02140

H-27

**Applications and Petitions #1**

An application was received  
from Jill Burrows, requesting a  
curb cut at the premises numbered  
129 Oxford Street.

**In City Council March 17, 2003**

**ORDER ADOPTED.**