

#09042003

APPLICATION FOR DRIVEWAY CUTS AND OPENINGS

CITY OF CAMBRIDGE



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:

9/11/03

PART I:

Address of proposed curb cut or off-street parking facility: 182 BRATTLE STREET, CAMBRIDGE, MA

Frontage: 114.18 FT.

Block and Lot: Lot = 13,951 sq. ft.

Setback (distance from building to sidewalk): 24.9'

Distance from proposed driveway to surrounding structures and property line: 6'-6" FROM PROPERTY LINE

Dimensions of proposed driveway: 16'-2" x 7'-8"

Location of any trees, sign posts, fire hydrants, utility poles, etc., in direct vicinity of proposed driveway: NONE

Remove & Discontinue Existing (2) Curb Cuts.

- ☒ Plot plan is included
- ☒ Sketch of driveway with cost estimate is included
- ☒ All abutter's forms are included

CAMBRIDGE, MASSACHUSETTS
OFFICE OF THE CITY CLERK

2003 NOV 20 P 3:18

Central #6370

DRAWING 1:

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

- SEE ATTACHED EXISTING SITE SURVEY FOR DIMENSIONS OF LOT
- SEE ATTACHED PROPOSED SKETCH OF NEW DRIVEWAY

CORNER LOT

INTERIOR LOT

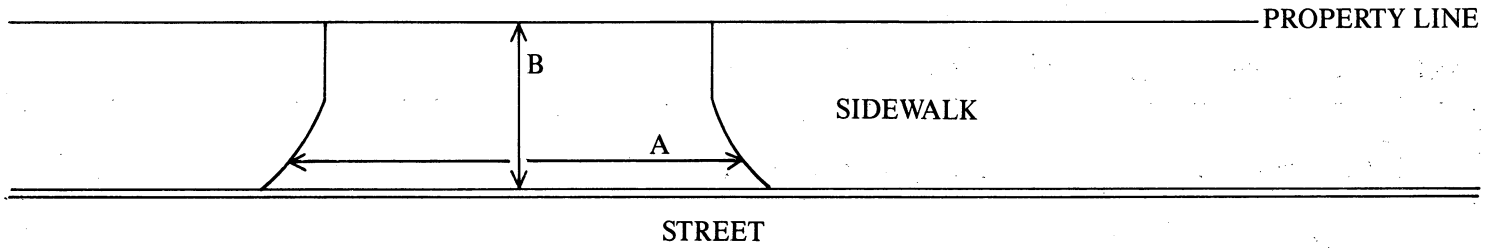
CORNER LOT

NO PKG IN FRONT YARD SETBACK

DRAWING 2:

SKETCH OF PROPOSED DRIVEWAY WITH COST ESTIMATE

CITY OF CAMBRIDGE



$$A = \underline{16.2} \text{ FT.} \div 3 = \underline{5.4} \text{ YARDS}$$

$$B = \underline{7.7} \text{ FT.} \div 3 = \underline{2.6} \text{ YARDS}$$

$$A \times B = \underline{14.04} \text{ SQUARE YARDS}$$

COST ESTIMATE:

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

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

CONCRETE: _____ SQUARE YARDS $\times$ \$40/SQUARE YARD = \$ _____

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

OWNER'S CONTRACTOR
will build curb cut
IN collaboration
with City of
Cambridge GUIDELINES

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: Stephan Baka Date: 11 Sept 03
Address: 319 "A" Street, Boston, MA 02210 Ph: 617-338-8870

Funds Received: \$ _____

Check Number: _____

APPLICATION FOR DRIVEWAY CUTS AND OPENINGS

CITY OF CAMBRIDGE

PART II: INSPECTIONAL SERVICES DEPARTMENT

☒ Application approved

☐ Application denied

Reason:

Signature:

Date: 11/4/03

Title:

CONING

A1 - zone

PART III: TRAFFIC AND PARKING DEPARTMENT

☒ Application approved

☐ Application denied

Reason:

Signature:

Date: 11-17-03

Title:

Traffic Engineer

PART IV: HISTORICAL COMMISSION

☒ Application approved

☐ Application denied

Reason:

Signature:

Sarah Burles

Date: 11/19/03

Title:

Designated Property Admin

PART V: PUBLIC WORKS DEPARTMENT (147 Hampshire)

☒ Application approved

☐ Application denied

Reason:

Signature:

Date: 11/20/03

Title:

Superintendent of Street

Control
6370

#09042003

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CITY OF CAMBRIDGE



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SEP 12 4 10 PM '03

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FOR DIMENSIONS OF LOT
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NEW DRIVEWAY

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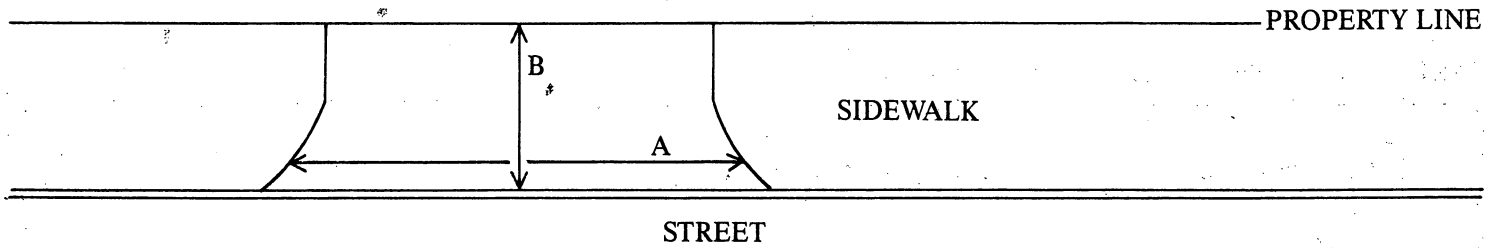
INTERIOR LOT

CORNER LOT

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Address: 319 A Street, Boston, MA 02210 Ph: 617-338-9870

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Check Number: _____



CAMBRIDGE HISTORICAL COMMISSION

831 Massachusetts Avenue, Cambridge, Massachusetts 02139

Voice: 617 349 4683 Fax: 617 349 3116 TTY: 617 349 6112

E-mail: histcomm@ci.cambridge.ma.us Web: www.ci.cambridge.ma.us/~Historic

William B. King, *Chair*, Allison M. Crump, *Vice Chair*, Charles M. Sullivan, *Executive Director*
M. Wyllis Bibbins, Robert C. Crocker, Suzanne R. Green, Frank Shirley, Jo M. Solet, *Members*
Jacob D. Albert, Bruce A. Irving, Jennifer Jones, *Alternates*

July 3, 2003

Joseph Chung
182 Brattle Street
Cambridge, MA 02138

re: Case 1388: 182 Brattle Street

Dear Mr. Chung,

On June 26, 2003, the Cambridge Historical Commission approved a Certificate of Appropriateness for the removal of the existing curb cuts and paved driveways and construction of a new curb cut and driveway on Brattle Street on the condition that the additional paving for automobile turn-around be eliminated from the plan and that the paving material, gate, and fence design would be decided upon further review at a continued hearing on August 7, 2003. Stephen Baker, your representative at the meeting, agreed to continue the hearing to the August 7 date. The Commission expressed its desire to find some agreement with you about a new fence design that could replace the existing stockade fence and that was the reason for continuing that discussion to August 7.

If you have any questions, please don't hesitate to contact me at 617/349-4687.

Sincerely,

Sarah L. Burks

Designated Property Administrator

cc: ✓ Stephen Baker
Stephen Decatur

CITY OF CAMBRIDGE

APPLICATION FOR DRIVEWAY CUTS AND OPENINGS
ABUTTOR'S FORM

To Whom It May Concern:

As owner or agent of 180 BRATTLE Street

☐

approval

Cambridge, Massachusetts, I do hereby declare
of the installment of:

☐

disapproval

NO RESPONSE

Off-Street Parking Facility located at 182 Brattle Street, Cambridge MA 02138
ANNA JEFFREY

Signed: _____ Date: _____

Address: _____

To Whom It May Concern:

As owner or agent of 8 TRAILL Street

☐

approval

Cambridge, Massachusetts, I do hereby declare
of the installment of:

☐

disapproval

NO RESPONSE

Off-Street Parking Facility located at 182 Brattle Street, Cambridge MA 02138
RICHARD & ANN BEATY

Signed: _____ Date: _____

Address: _____

To Whom It May Concern:

As owner or agent of 183 BRATTLE Street

☐

approval

Cambridge, Massachusetts, I do hereby declare
of the installment of:

☐

disapproval

NO RESPONSE

Off-Street Parking Facility located at 182 Brattle Street, Cambridge MA 02138
DAVID & ALEXANDRA HARRISON

Signed: _____ Date: _____

Address: _____

CITY OF CAMBRIDGE

APPLICATION FOR DRIVEWAY CUTS AND OPENINGS
ABUTTOR'S FORM

To Whom It May Concern:

As owner or agent of 9 ELWOOD AVE.

☐ approval

Cambridge, Massachusetts, I do hereby declare

☐ disapproval

of the installment of:

Off-Street Parking Facility located at 182 BRATTLE ST., CAMBRIDGE MA 02138

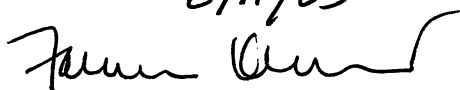
Signed: _____ Date: _____

Address: _____

OUR AGREEMENT IS CONDITIONAL ON ALL ASPECTS OF THE PROPOSED PLAN, PARTICULARLY AS IT RELATES TO WHERE OUR PROPERTIES ABUT. SPECIFICALLY, OUR APPROVAL IS CONDITIONAL ON THE REPLACEMENT FENCE BEING LOCATED ON THE SAME EXACT LOCATION AS THE OLD FENCE AS MARKED BY THE POSTS.

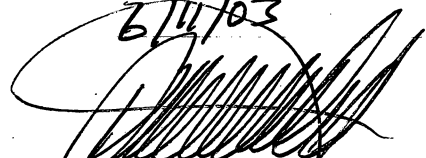
FAHRUNNISA KHANACHET

6/11/03



SAMER KHANACHET

6/11/03



CITY OF CAMBRIDGE

APPLICATION FOR DRIVEWAY CUTS AND OPENINGS
ABUTTOR'S FORM

To Whom It May Concern:

As owner or agent of 190 BRATTLE ST.

☐ approval

Cambridge, Massachusetts, I do hereby declare

☒ disapproval

of the installment of:

Off-Street Parking Facility located at 182 BRATTLE ST., CAMBRIDGE, MA 02138

Signed:

Margaret Garber, Barbara Johnson Date: 6-10-03

Address:

190 Brattle St



CAMBRIDGE HISTORICAL COMMISSION

831 Massachusetts Avenue, Cambridge, Massachusetts 02139

Voice: 617 349 4683 Fax: 617 349 3116 TTY: 617 349 6112

E-mail: histcomm@ci.cambridge.ma.us Web: www.ci.cambridge.ma.us/~Historic

William B. King, *Chair*, Allison M. Crump, *Vice Chair*, Charles M. Sullivan, *Executive Director*

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If you have any questions, please don't hesitate to contact me at 617/349-4687.

Sincerely,

Sarah L. Burks

Designated Property Administrator

cc: ✓ Stephen Baker
Stephen Decatur

CITY OF CAMBRIDGE

APPLICATION FOR DRIVEWAY CUTS AND OPENINGS
ABUTTOR'S FORM

To Whom It May Concern:

As owner or agent of 190 BRATTLE ST.,

☐ approval

Cambridge, Massachusetts, I do hereby declare ☒ disapproval

of the installment of:

Off-Street Parking Facility located at 182 BRATTLE ST., CAMBRIDGE, MA 02138

Signed: Margaret Carlson, Barbara Johnson Date: 6-10-03

Address: 190 Brattle St

CITY OF CAMBRIDGE

APPLICATION FOR DRIVEWAY CUTS AND OPENINGS
ABUTTOR'S FORM

To Whom It May Concern:

As owner or agent of 9 ELWOOD AVE.

☐ approval

Cambridge, Massachusetts, I do hereby declare ☐ disapproval

of the installment of:

Off-Street Parking Facility located at 182 BRATTLE ST., CAMBRIDGE MA 02138

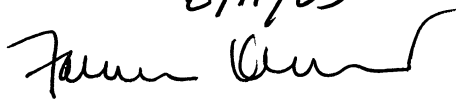
Signed: _____ Date: _____

Address: _____

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SAMER KHANACHET

6/11/03



CITY OF CAMBRIDGE

APPLICATION FOR DRIVEWAY CUTS AND OPENINGS
ABUTTOR'S FORM

To Whom It May Concern:

As owner or agent of 180 BRATTLE Street,

☐ approval

Cambridge, Massachusetts, I do hereby declare
of the installment of:

☐ disapproval

NO RESPONSE

Off-Street Parking Facility located at 182 Brattle Street, Cambridge MA 02138
ANNA JEFFREY

Signed: _____ Date: _____

Address: _____

To Whom It May Concern:

As owner or agent of 8 TRAILL Street,

☐ approval

Cambridge, Massachusetts, I do hereby declare
of the installment of:

☐ disapproval

NO RESPONSE

Off-Street Parking Facility located at 182 Brattle Street, Cambridge MA 02138
RICHARD & ANN BEATY

Signed: _____ Date: _____

Address: _____

To Whom It May Concern:

As owner or agent of 183 BRATTLE Street,

☐ approval

Cambridge, Massachusetts, I do hereby declare
of the installment of:

☐ disapproval

NO RESPONSE

Off-Street Parking Facility located at 182 Brattle Street, Cambridge MA 02138
DAVID & ALEXANDRA HARRISON

Signed: _____ Date: _____

Address: _____

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 _____

Signed: _____ Date: _____

Address: _____

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

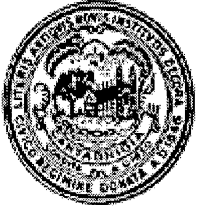
application and will request that the neighborhood association inform the City Clerk whether it approves or disapproves of the application. Petitioners are urged to contact their neighborhood association early to avoid delay.

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

Applications & Petitions #2
IN CITY COUNCIL
November 24, 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.

Joseph Chung

182 Brattle Street

In City Council November 24, 2003
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

167 H

Application and Petition #2

An application was received from Joseph Chung, requesting a curb cut at the premises numbered 182 Brattle Street; said petition has received approval from Inspectional Services, Traffic, Parking and Transportation, Historical and Public Works. No neighborhood association for that area.

In City Council November 24, 2003

ORDER ADOPTED.