

RECEIVED

# 01012013

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3

APPLICATION FOR DRIVEWAY CUTS AND OPENINGS  
INSPECTORIAL SERVICES

JAN 09 2013

CITY OF CAMBRIDGE

2013 JAN -8 PM 1:55



CAMBRIDGE HISTORICAL COMMISSION

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 chose 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:

1/8/13

PART I:

Address of proposed curb cut or off-street parking facility: 181 Massachusetts Avenue/22 Windsor Street (State St between Windsor St and Osborn St)	
Frontage: 352'	Block and Lot: 70-55
Setback (distance from building to sidewalk): see attached plan	
Distance from proposed driveway to surrounding structures and property line: see attached plan	
Dimensions of proposed driveway: see attached plan	
Location of any trees, sign posts, fire hydrants, utility poles, etc., in direct vicinity of proposed driveway: see attached plan	

OFFICE OF THE CITY CLERK  
CAMBRIDGE, MASSACHUSETTS

JAN 11 11 50 AM '13

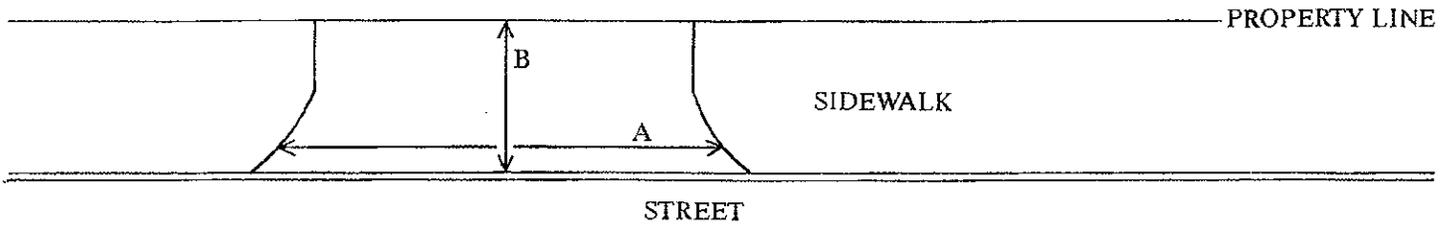
- Plot plan is included
- Sketch of driveway with cost estimate is included
- All abutter's forms are included

DRAWING 2:

SKETCH OF PROPOSED DRIVEWAY WITH COST ESTIMATE

CITY OF CAMBRIDGE

\*See Attached Plan\*



A = \_\_\_\_\_ FT. ÷ 3 = \_\_\_\_\_ YARDS

B = \_\_\_\_\_ FT. ÷ 3 = \_\_\_\_\_ YARDS

A × B = \_\_\_\_\_ SQUARE YARDS

COST ESTIMATE:

BRICK: \_\_\_\_\_ SQUARE YARDS × \$70/SQUARE YARD = \$ \_\_\_\_\_

BRICK ON CONCRETE: \_\_\_\_\_ SQUARE YARDS × \$85/SQUARE YARD = \$ \_\_\_\_\_

CONCRETE: \_\_\_\_\_ SQUARE YARDS × \$40/SQUARE YARD = \$ \_\_\_\_\_

ASPHALT: \_\_\_\_\_ SQUARE FEET × 1 TON/40 SQUARE FEET × \$125/TON = \$ \_\_\_\_\_

DEPARTMENT OF PUBLIC WORKS SCHEDULED DATE FOR CONSTRUCTION:

Box containing the date: / /

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:

Novartis Institute for Biomedical Research

Owner's signature: James J. Roffets, Attorney for Applicant Date: 1/9/12

Address: 250 Massachusetts Avenue, Cambridge, MA 02139

Funds Received: \$ \_\_\_\_\_

Check Number: \_\_\_\_\_



**CITY OF CAMBRIDGE**  
**Traffic, Parking and Transportation**  
344 Broadway  
Cambridge, Massachusetts 02139

www.cambridgema.gov/traffic

Susan E. Clippinger, Director  
Brad Gerratt, Deputy Director

Phone: (617) 349-4700  
Fax: (617) 349-4747

## MEMORANDUM

**To:** City Clerk  
**From:** Jeffrey R. Parenti, P.E. *JRP*  
**Date:** February 12, 2013  
**Re:** Novartis Curb Cut Permit Application

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The plan provided by the applicant for the Novartis curb cut permit application (181 Massachusetts Avenue) was not sufficient for inspection by this department. The applicant subsequently provided a more detailed plan from the building set, but this plan indicated that the sight line to the right when exiting the parking garage was impeded by a solid wall. Additionally, when the garage door to the adjacent loading way is closed, it does not allow a pedestrian to be seen approaching from the right along the sidewalk, either.

I requested a new plan showing how the applicant would address the sight line problem. The applicant did not submit a new plan, but instead made notes on the existing plan saying that "an element to allow sight line between driver and pedestrians will be provided" and "gate material allows for see through." I have attached a copy of the plan with these notes.

The applicant does not describe how the building design will be altered to accommodate the sight line. However in order for the applicant to be granted a Certificate of Occupancy, this work must be done such that:

- The wall just east of the parking garage exit ramp within the sight triangle must be fully (or very nearly) transparent between a point 3 feet high and a point 6 feet high as measured from sidewalk height.
- The garage door allowing access to the loading bay just east of the parking garage exit ramp must be at least 50% transparent.
- An audio/visual warning beacon alerting pedestrians of exiting vehicles shall not be accepted as a substitute for creating an open sight triangle.

Q 2/11/2013

AN ELEMENT TO ALLOW SIGHT LINE BETWEEN DRIVER & PEDESTRIANS WILL BE PROVIDED

into driveway

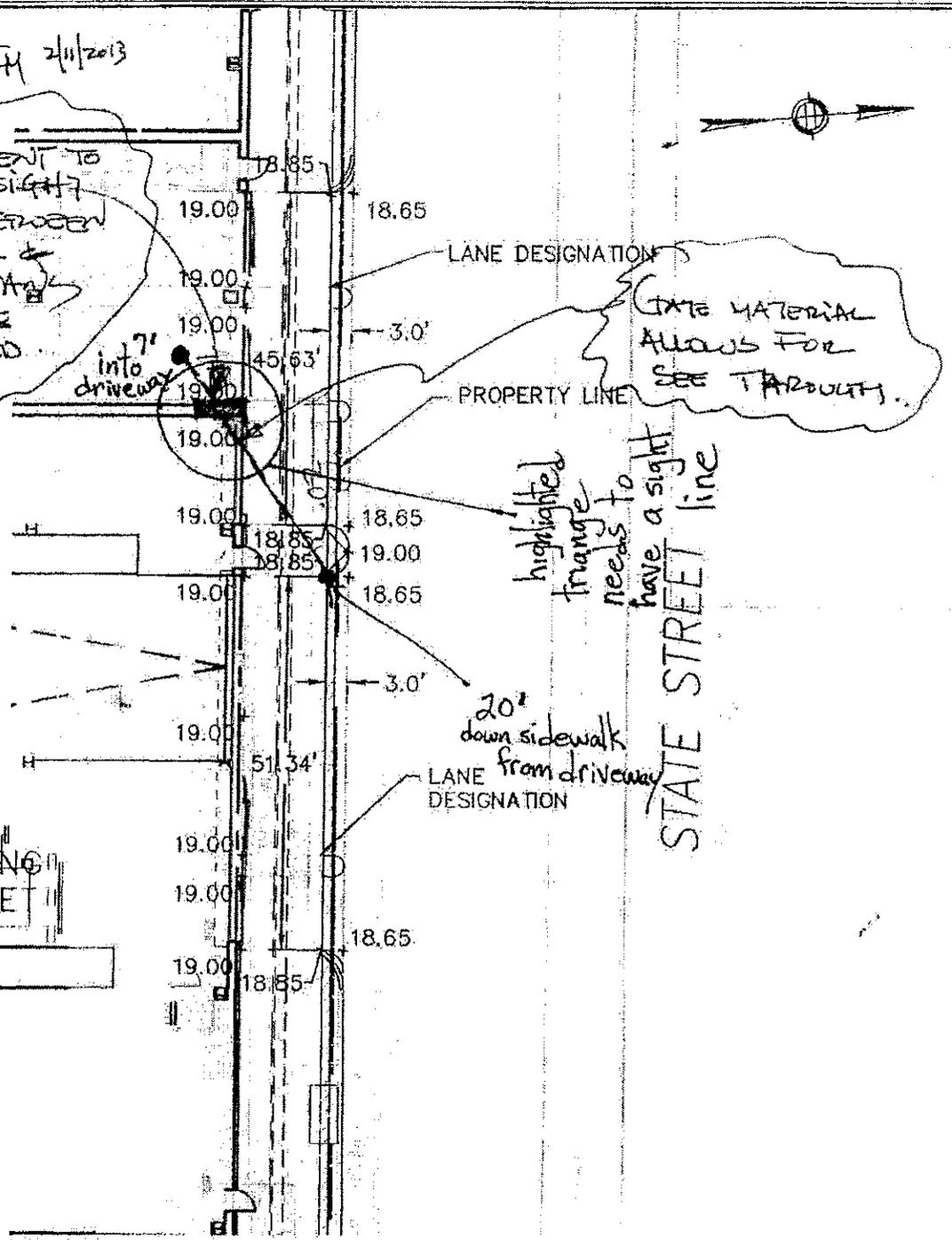
DATE MATERIAL ALLOWS FOR SEE THROUGH

highlighted change needs to have a sight line

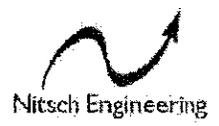
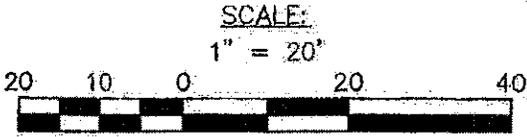
20' down sidewalk from driveway

STATE STREET line

BUILDING STREET



PLAN



www.nitscheng.com  
 186 Lincoln Street, Suite 200  
 Boston, MA 02111-2403  
 T: (617) 338-0063  
 F: (617) 338-8472

- ▶ Civil Engineering
- ▶ Land Surveying
- ▶ Transportation Engineering
- ▶ Planning
- ▶ GIS Services

CURB CUT PLOT PLAN  
 181 MASSACHUSETTS AVENUE  
 CAMBRIDGE, MA

MEMBER OF  
**CANNON DESIGN**

100 CAMBRIDGE ST. BOSTON, MA 02114

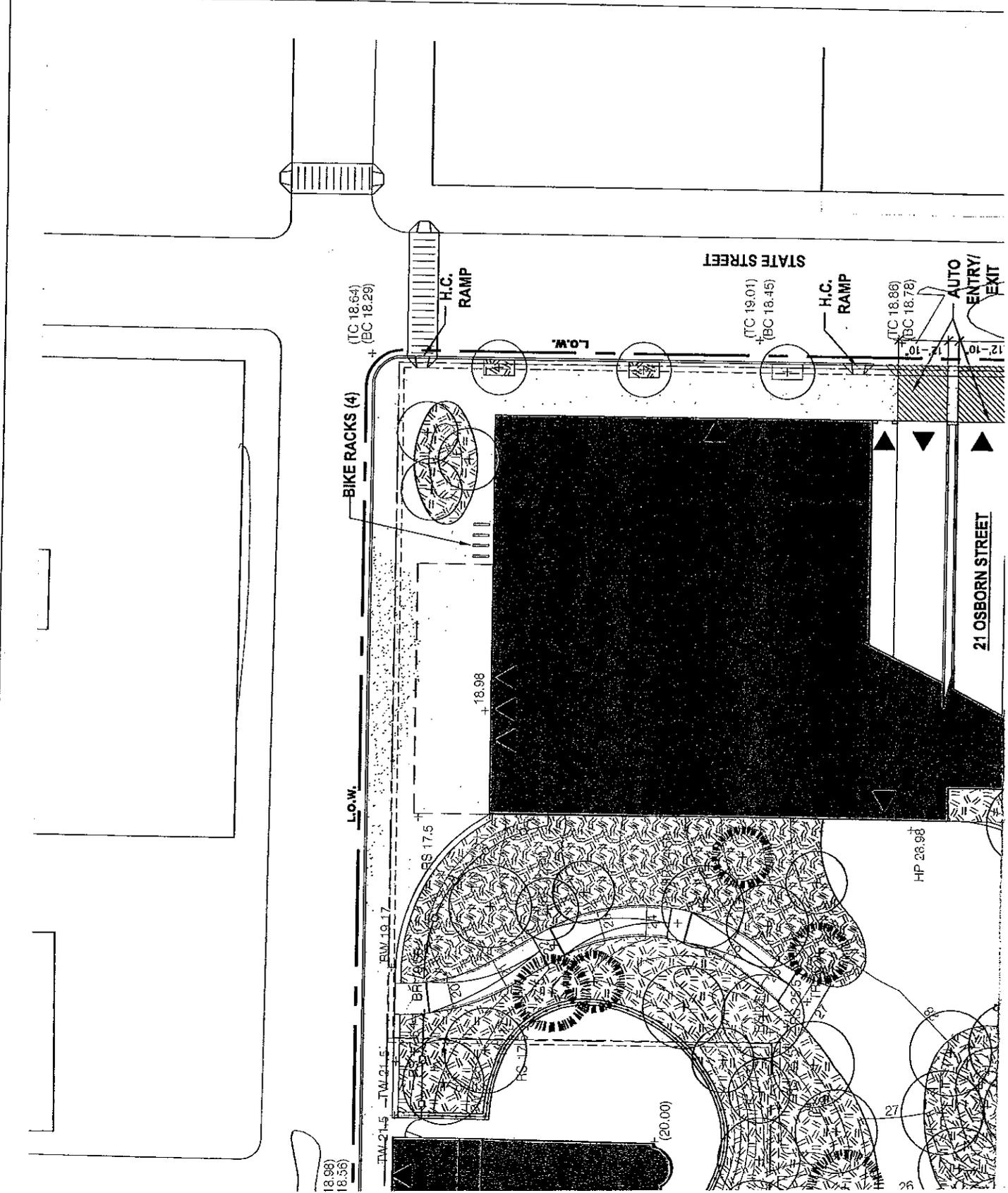
PROJECT:	R172
FILE:	R272CCC.DWG
SCALE:	1"=50'
DATE:	04/10/2012
PROJECT MGR.:	GFP
SURVEYED:	
DRAWN BY:	OMV
CHECKED BY:	AAG

SHEET NO. 2

SKC-2

OF 2





CITY OF CAMBRIDGE

APPLICATION FOR DRIVEWAY CUTS AND OPENINGS  
ABUTTOR'S FORM

To Whom It May Concern:

As owner or agent of 30 State Street

Cambridge, Massachusetts, I do hereby declare  approval  
 disapproval

of the installment of:

Off-Street Parking Facility located at 181 Massachusetts Avenue

Signed: *MM* Date: 1/7/13

Address: MASSACHUSETTS INSTITUTE OF TECHNOLOGY , OFFICE OF THE TREASURER  
*MM* 238 MAIN ST SUITE #200 CAMBRIDGE , MA 02142

To Whom It May Concern:

As owner or agent of 730 & 750 Main Street

Cambridge, Massachusetts, I do hereby declare  approval  
 disapproval

of the installment of:

Off-Street Parking Facility located at 181 Massachusetts Avenue

Signed: *MM* Date: 1/7/13

Address: MASSACHUSETTS INSTITUTE OF TECHNOLOGY , OFFICE OF THE TREASURER  
*MM* 238 MAIN ST SUITE #200 CAMBRIDGE , MA 02142

To Whom It May Concern:

As owner or agent of 700 Main Street

Cambridge, Massachusetts, I do hereby declare  approval  
 disapproval

of the installment of:

Off-Street Parking Facility located at 181 Massachusetts Avenue

Signed: *MM* Date: 1/7/13

Address: MIT 650 MAIN STREET LLC c/o MIT INVESTMENT MANAGEMENT  
*ALOM* 238 MAIN STREET, SUITE #200 Cambridge, MA 02142

CITY OF CAMBRIDGE

APPLICATION FOR DRIVEWAY CUTS AND OPENINGS  
ABUTOR'S FORM

To Whom It May Concern:

As owner or agent of 254 Massachusetts Avenue

approval

Cambridge, Massachusetts, I do hereby declare  disapproval

of the installment of:

Off-Street Parking Facility located at 181 Massachusetts Avenue

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Address: NOVARTIS INSTITUTES FOR BIOMEDICAL, FACILITY OPERATIONS CAMBRIDGE US  
200 TECHNOLOGY SQ. 951E CAMBRIDGE , MA 02139

APPLICATION FOR DRIVEWAY CUTS AND OPENINGS

CITY OF CAMBRIDGE

PART II: INSPECTIONAL SERVICES DEPARTMENT

Application approved       Application denied

Reason:

Signature:

*[Handwritten Signature]*

Date: 1-9-13

Title:

PART III: TRAFFIC AND PARKING DEPARTMENT

Application approved       Application denied

Reason: See attached memo for conditions

Signature:

*[Handwritten Signature]*

Date: 2-13-12

Title:

Traffic Engineer

PART IV: HISTORICAL COMMISSION

Application approved       Application denied

Reason:

Signature:

*[Handwritten Signature: Sarah Burles]*

Date: 1/9/13

Title:

Preservation Planner

PART V: PUBLIC WORKS DEPARTMENT

Application approved       Application denied

Reason:

Signature:

*[Handwritten Signature: William P. O'Connell]*

Date: 3/5/2013

Title:

Superintendent of Streets & Sidewalks

OWNER/Developer is responsible for the installation/construction of curb cut. Street opening permit must be sent from Public Works



**CITY OF CAMBRIDGE**  
**Traffic, Parking and Transportation**  
344 Broadway  
Cambridge, Massachusetts 02139

[www.cambridgema.gov/traffic](http://www.cambridgema.gov/traffic)

Susan E. Clippinger, Director  
Brad Gerratt, Deputy Director

Phone: (617) 349-4700  
Fax: (617) 349-4747

## MEMORANDUM

To: City Clerk  
From: Jeffrey R. Parenti, P.E. *JRP*  
Date: April 3, 2013  
Re: Novartis Curb Cut Permit Application

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In a memo to you dated February 12, 2013, I wrote that the plan provided for the Novartis curb cut permit application (181 Massachusetts Avenue) was not sufficient for inspection by this department and that additional information was required. Subsequent to that date, the applicant has provided that information, which I have attached.

I am satisfied that the application is complete and I now approve the application without contingency.

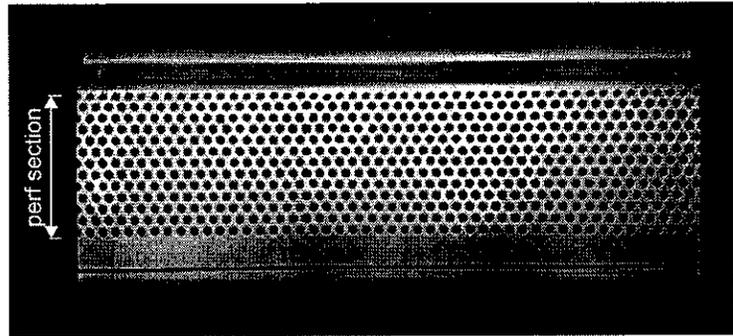




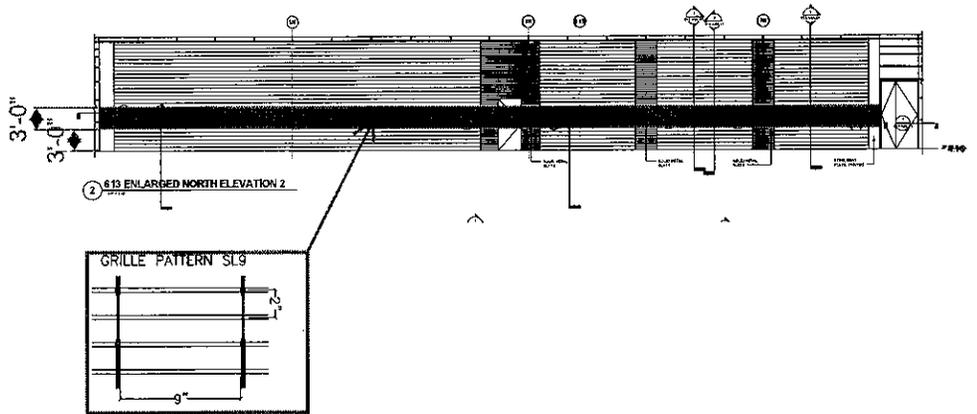




Alternate 1:  
'Standard perforated slat' provides  
67% transparency at perf section.  
40% transparency over entire door.



Alternate 2:  
Current perf pattern with stripe of  
grillage at 3'-0" AFF to 6'-0" AFF.





OFFICE OF THE CITY CLERK

CITY OF CAMBRIDGE

(617) 349-4260

FAX (617) 349-4269

tty/TDD (617) 492-0235

DONNA P. LOPEZ  
INTERIM CITY CLERK

January 14, 2013

Dear Neighborhood Representative:

This office is in receipt of a copy of an application from Novartis Institute for Biomedical Research, requesting a curb cut *at the premises numbered 181 Massachusetts Avenue/22 Windsor 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,

Donna P. Lopez  
Interim City Clerk

Neighborhood Association: Area Four Neighborhood Coalition –Roscoe Thomas

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

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

Signature of authorized association representative

Daytime telephone no.

cc: Petitioner