

#02012011

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**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**

CITY OF CAMBRIDGE  
INSPECTIONAL SERVICES  
2011 FEB - 7 AM 11:56

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 curb 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: 12/27/2010

**PART I:**

Address of proposed curb cut or off-street parking facility:	17 MADISON AVENUE
Frontage: <u>40'</u>	Block and Lot: MADISON AVE, LOT #34
Setback (distance from building to sidewalk): <u>10'</u>	
Distance from proposed driveway to surrounding structures and property line: <u>1.25'</u>	
Dimensions of proposed driveway: <u>8 1/2' x 18'</u>	
Location of any trees, sign posts, fire hydrants, utility poles, etc., in direct vicinity of proposed driveway:	<u>NONE</u>

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

CITY OF CAMBRIDGE  
2011 APR - 4 P 3:03

\* CAM 400 PROJ. WILL PROVIDE CUT WHEN REPAIRING STREETS & SIDEWALKS, IF APPROVED, IN SPRING OF 2010.

Stuart M. Moss  
Jan Whitted  
17 Madison Avenue  
Cambridge, MA 02140

Mr. Sean O'Grady  
Inspectional Services  
831 Massachusetts Avenue  
Cambridge, MA 02139

Dear Mr. O'Grady

You recently spoke to my wife about our application for a curb-cut for a driveway for our property at 15-17 Madison Avenue, N. Cambridge, Ma.

You requested that we send you additional sign-offs from our abutters and a surveyor's plot plan of the property.

Please find enclosed the plot plan and 2 additional sign-offs.

The tenants at 8-10 Madison Ave., across the street from us, had given me an email address of the property manager, a while back. I had emailed her twice, asking for her to complete the form and had not gotten any response. I spoke to them again requesting her phone #, as she hadn't responded. They told me she does not work as a property manager, but is just a friend of the absentee owners, who live in China. I asked what they did in an emergency, and they told me, "We take care of it ourselves, as she is unresponsive". I still emailed her again, explaining the situation and asking her to kindly respond by email, phone, or cell phone. I have received no response from her.

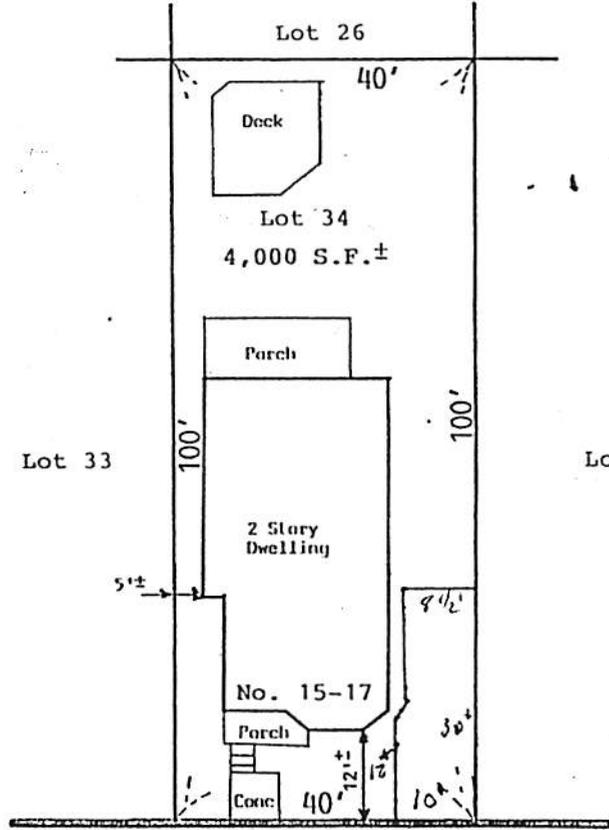
At 19 Madison Avenue, a condo, the listed owner is Chen Lihren. I have never met this person and have rang their doorbell on numerous occasions. I don't believe it is operational; in any case, there is no response. They do have a mail slot in their door, and I have twice inserted letters requesting them to fill out the form, and to call us or email us if they have any questions or concerns. After your request, I duct taped the letter on to the storm door (did the same thing for #21 and got a response), but never received a response, call, or email.

Kelly Dunn, in community relations, Dept. of Public Works, who is working with the CAM 400 Proj, in our neighborhood, which is replacing the water & sewer pipes and will be doing the streets and sidewalks over in the Spring (if it ever gets here), told us that with the City's approval of our application, they will construct the curb to accommodate the driveway when they replace the curbs and sidewalks, at no charge to us.

Client: Wynn & Wynn, P.C.  
Owner: Jan Whitted & Stuart Moss  
Applicant: Jan Whitted & Stuart Moss  
Census Tract No.: 3550

Deed Book: 13505 Page: 457  
Plan Book: 22 Page: 14 Lot(s): 34  
Plan No.: \_\_\_\_\_ of \_\_\_\_\_ Lot(s): \_\_\_\_\_  
Assessor's Plan: \_\_\_\_\_ Lot(s): \_\_\_\_\_

### MORTGAGE INSPECTION PLOT PLAN<sup>#61</sup> IN CAMBRIDGE



12' setback  
6/C AVE NW 3/4

MADISON AVENUE

Date: 7/21/87  
Scale: 1"=20'

I CERTIFY TO WYNN & WYNN, P.C., NORTHEASTERN MORTGAGE COMPANY, INC., AND ITS TITLE INSURANCE COMPANY, THAT THERE ARE NO VISIBLE EASEMENTS OR ENCROACHMENTS EXCEPT AS SHOWN AND THAT THIS PLAN WAS PREPARED UNDER MY IMMEDIATE SUPERVISION.

THE LOCATION OF THE DWELLING AS SHOWN HEREON IS IN COMPLIANCE WITH THE LOCAL APPLICABLE ZONING BY-LAWS IN EFFECT WHEN CONSTRUCTED WITH RESPECT TO HORIZONTAL DIMENSIONAL REQUIREMENTS.

THE DWELLING SHOWN HEREON DOES NOT FALL WITHIN A SPECIAL FLOOD HAZARD ZONE AS SHOWN ON A MAP OF COMMUNITY NUMBER 250186B DATED 7/5/82 BY THE F.E.M.A.



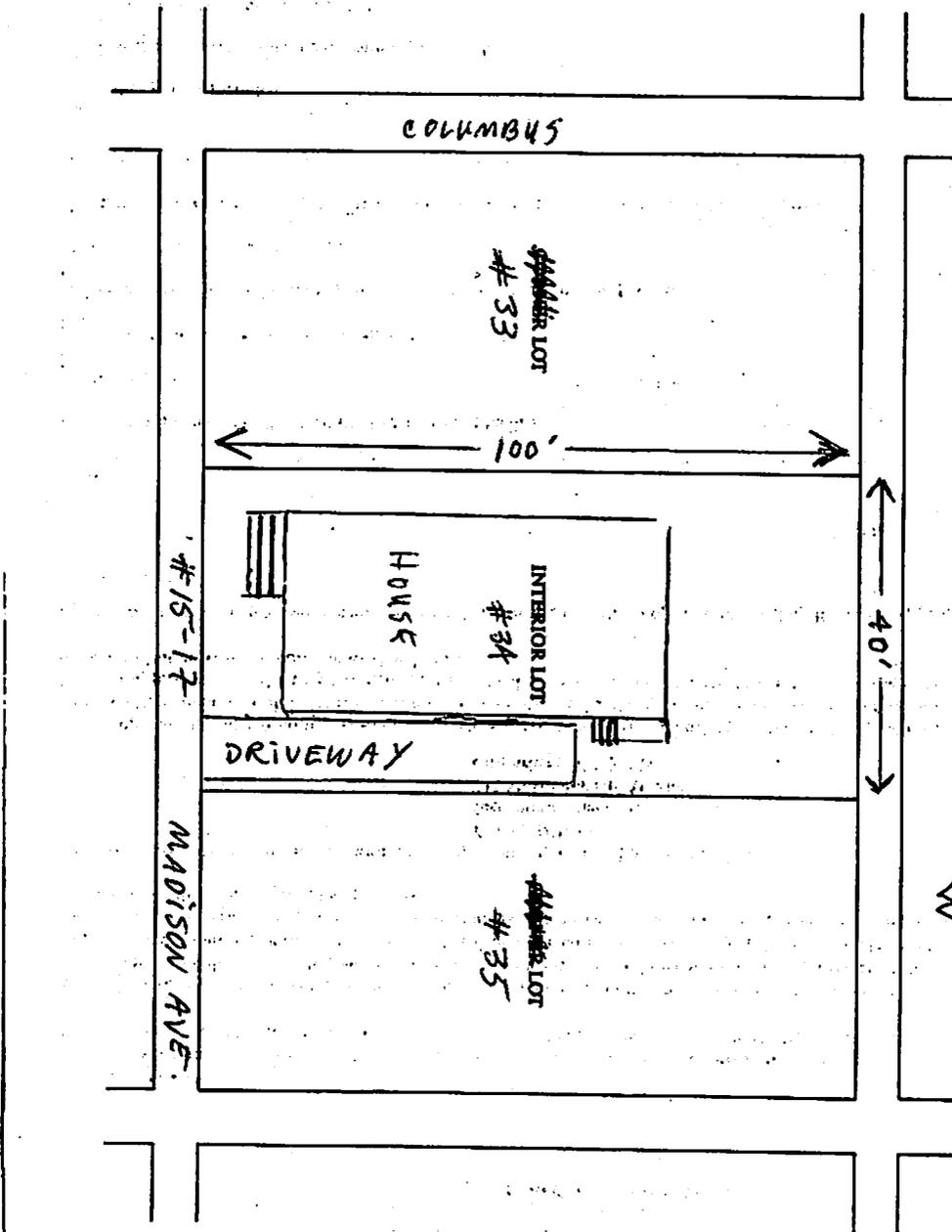
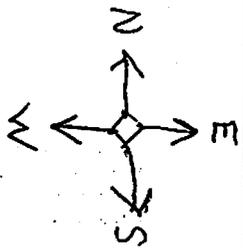
**DES LAURIERS & ASSOCIATES, INC.**  
1256 Park Street, Suite 202, Sloughon, MA 02072  
1-800-553-6555 / (617) 559-8028



*Mario D. Mandanici*

GENERAL NOTES: (1) The declarations made above are on the basis of my knowledge, information, and belief as the result of a mortgage plot plan tape survey inspection made to the normal standard of care of registered land surveyors practicing in Massachusetts. (2) Declarations are made to the above named client only as of this date. (3) This plan was not made for recording purposes, for use in preparing deed descriptions or for constructions. (4) Verifications of property line dimensions, if necessary, shall be accomplished only by an accurate instrument survey.

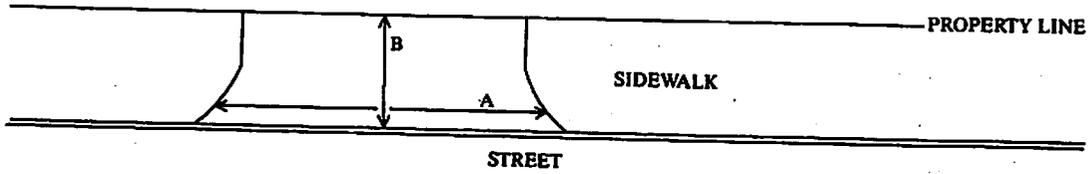
DRAWING 1:  
PLEASE INDICATE LOCATION OF HOUSE AND DRIVEWAY.  
BE SURE TO GIVE DIMENSIONS OF LOT.



DRAWING 2:

SKETCH OF PROPOSED DRIVEWAY WITH COST ESTIMATE

CITY OF CAMBRIDGE



A = 10 FT. + 3 = 3 1/3 YARDS

B = 6 FT. + 3 = 2 YARDS

A x B = 6 2/3 SQUARE YARDS

COST ESTIMATE:

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

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

CONCRETE: 6 2/3 SQUARE YARDS x \$40/SQUARE YARD = \$ 266.64

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

CAM 400 PROJECT WILL PROVIDE CONSTRUCTION

DEPARTMENT OF PUBLIC WORKS SCHEDULED DATE FOR CONSTRUCTION:

1 1

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: Stuart M. Moss

Date: 12/14/00

Address: 17 MADISON AVENUE, CAMBRIDGE, MA 02140

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

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

CITY OF CAMBRIDGE

APPLICATION FOR DRIVEWAY CUTS AND OPENINGS  
ABUTTOR'S FORM

To Whom It May Concern:

As owner or agent of JANA BECHARD

approval

Cambridge, Massachusetts, I do hereby declare  disapproval

of the installment of:

Off-Street Parking Facility located at 15-17 MADISON AVENUE  
CAMBRIDGE, MA 02140

Signed: Jana Bechard Date: 2-16-10

Address: 19 Madison Ave. Cambridge, MA 02140

CITY OF CAMBRIDGE

APPLICATION FOR DRIVEWAY CUTS AND OPENINGS  
ABUTTOR'S FORM

To Whom It May Concern:

As owner or agent of 11 Madison Ave.

approval

Cambridge, Massachusetts, I do hereby declare

disapproval

of the installment of:

Off-Street Parking Facility located at 15-17 MADISON AVENUE

CAMBRIDGE, MA 02140

Signed: [Signature] Clerk RAH Date: 1-31-10

Address: 11 Madison Ave., Cambridge, MA 02140

To Whom It May Concern:

As owner or agent of Lucille Bob Kelley

approval

Cambridge, Massachusetts, I do hereby declare

disapproval

of the installment of:

Off-Street Parking Facility located at 15-17 MADISON AVENUE, CAMBRIDGE, MA 02140  
Lucille Kelley

Signed: 19 Magoun St Date: Jan. 27-2011

Address: Cambridge

Lucille Kelley #1011 Rille

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 15-17 MADISON AVENUE, CAMBRIDGE, MA. 02140

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

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

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 15-17 MADISON AVENUE, CAMBRIDGE, MA 02140

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

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

To Whom It May Concern:

As owner or agent of 21 MADISON AVE

approval

Cambridge, Massachusetts, I do hereby declare  disapproval

of the installment of:

Off-Street Parking Facility located at 15-17 MADISON AVE, CAMBRIDGE, MA  
02140

Signed: [Signature] Date: 1/17/2011

Address: 21 MADISON AVE CAMBRIDGE MA 02140

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 15-17 MADISON AVE, CAMBRIDGE, MA. 02140

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

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

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 15-17 MADISON AVE, CAMBRIDGE, MA. 02140

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

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

APPLICATION FOR DRIVEWAY CUTS AND OPENINGS

CITY OF CAMBRIDGE

PART II: INSPECTIONAL SERVICES DEPARTMENT

Application approved       Application denied

Reason: \_\_\_\_\_

Signature: [Signature]      Date: 2/7/11

Title: Zoning

PART III: TRAFFIC AND PARKING DEPARTMENT

Application approved       Application denied

Reason: \_\_\_\_\_

Signature: [Signature]      Date: 2-15-11

Title: Traffic Engineer

PART IV: HISTORICAL COMMISSION

Application approved       Application denied

Reason: \_\_\_\_\_

Signature: Sarah Burles      Date: 2/18/11

Title: Preservation Planner

PART V: PUBLIC WORKS DEPARTMENT

Application approved       Application denied

Reason: \_\_\_\_\_

Signature: [Signature]      Date: 4/1/2011

Title: Superintendent of Streets & Sidewalks

16. 11. 1968



1. 10/10/1944 7 N







# 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

OFFICE OF THE CITY CLERK  
CAMBRIDGE, MASSACHUSETTS  
2011 FEB 24 P 3:03

February 9, 2011

Dear Neighborhood Representative:

This office is in receipt of a copy of an application from Stuart Moss, requesting a curb cut at the premises numbered 17 Madison Avenue, Cambridge, Massachusetts. The City Council has directed that all curb cut petitions be submitted to the appropriate Neighborhood Associations for the locality where the curb cut would be made, so that the association may have an opportunity for review, prior to action by the City Council.

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

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

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

Thank you for your cooperation.

Sincerely yours,

D. Margaret Drury  
City Clerk

North Cambridge Stabilization Committee- Richard Clarey and Michael Brandon

hereby  approve <sup>conditionally</sup>  disapprove of said driveway petition.

Comments: ~~REQUIRE THAT THE APPLICANT COMPLY WITH THE ZONING PROVISION~~  
ON FEB 23, THIS COMMITTEE APPROVED THIS PETITION, BUT ON CONDITION THAT THE COUNCIL  
THAT A CAR NOT BE PARKED  
IN THE FRONT YARD.

Signature of authorized association representative

*Rich D. Clarey*  
Daytime telephone no.  
617-876-0191

cc: Petitioner

CITY HALL, 795 MASSACHUSETTS AVENUE CAMBRIDGE, MASSACHUSETTS 02139