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OFFICE OF THE CITY CLERK  
CITY OF CAMBRIDGE  
1000 BRIDGE STREET

#6501

#10012009

RECEIVED  
DEC 27 2009  
CAMBRIDGE HISTORICAL COMMISSION

APPLICATION FOR DRIVEWAY CUTS AND OPENINGS

CITY OF CAMBRIDGE

2009 OCT 29 PM 3:25  
CITY OF 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 choice of surfaces. You must also include a signed abutter sheet for each of your abutters: back yard, one on either side and the abutter directly across the street.

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:

Address of proposed curb cut or off-street parking facility: Broadway at 32 Quincy Street  
Frontage: 259'6" Block and Lot: Block 136, Lot 36 (Institutional lot also includes 4,3,2, 27, 26)  
Setback (distance from building to sidewalk): Varies from 5' to 55'6"  
Distance from proposed driveway to surrounding structures and property line: 82'6" to property line  
Dimensions of proposed driveway: 38' in width  
Location of any trees, sign posts, fire hydrants, utility poles, etc., in direct vicinity of proposed driveway: See attached plan

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



UNIVERSITY PLANNING OFFICE

October 19, 2009

Mr. Ranjit Singanayagam  
Commissioner of Inspectional Services  
City of Cambridge  
831 Massachusetts Avenue  
Cambridge, MA 02139

RE: Proposed modifications to curb cut, 32 Quincy Street

Dear Mr. Singanayagam,

On behalf of the President and Fellows of Harvard College, I hereby submit an application to increase the width of an existing curb cut on Broadway that serves as the loading driveway for the Harvard Art Museum facility at 32 Quincy Street. The Board of Zoning Appeal granted a zoning variance on July 9, 2009 to allow the 38' width of this curb cut. This application also requests the closing of a second curb cut at this site on Broadway, close to the intersection with Prescott Street. Harvard has shared these plans with the Department of Traffic, Parking and Transportation and the Department of Public Works.

All of the abutters identified on the list included herein have been notified and signature sheets will be submitted when they are returned to Harvard. Please feel free to contact me at 617-384-8155 if you have any questions or require any additional information.

Sincerely,

Alexandra Offiong  
Director of Planning Services

Cc: David Lewis, Allston Development Group  
John Seager, Harvard Art Museum  
Thomas Lucey, Harvard Office of Government, Community and Public Affairs  
Tanya Iatridis, Harvard University Planning Office

Attachments

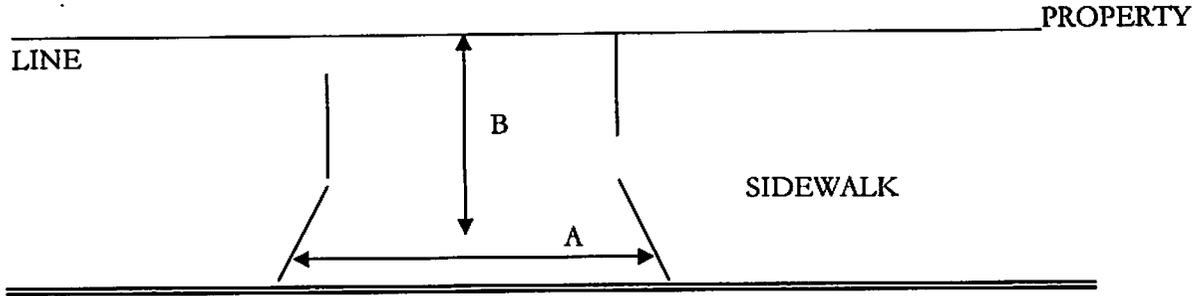
- Curb cut application
- Curb cut plans showing existing and proposed conditions
- Map showing abutting properties and list of parties in interest

CITY OF CAMBRIDGE  
INSPECTIONAL SERVICES  
2009 OCT 19 AM 10:38

**SKETCH OF PROPOSED DRIVEWAY WITH COST ESTIMATE**

**CITY OF CAMBRIDGE**

**Curb Cut # C1: See Attached Plans.**



A = 38' FT. ÷ 3 = 12.66 YARDS

B = 15 FT. ÷ 3 = 5 YARDS

A x B = 63.3 SQUARE YARDS

COST ESTIMATE:	
BRICK: ___ SQUARE YARDS X \$70/SQUARE YARD =	___
BRICK ON CONCRETE: ___ SQUARE YARDS X \$85/SQUARE YARD = \$	_____
CONCRETE: ___ SQUARE YARDS X \$40/SQUARE YARD = \$	_____
ASPHALT: ___ SQUARE FEET X 1 TON/40 SQUARE FEET X \$125/TON = \$	_____

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: A. Offij Date: 10/19/2009

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

Funds Received: \$ \_\_\_\_\_ Check Number: \_\_\_\_\_

Cc: Sean O'Grady, David Lewis, John Seager, Thomas Lucey, Tanya Iatidis

Alexandra Offiong  
 Director of Planning Services



Sincerely,

Please feel free to contact me on 617-384-8155 if you have any questions.

More than a month has passed and none of the abutter signature sheets have been returned to us. We respectfully request that the City allow the curb cut application to circulate among the City agencies for review and sign-off. If any abutter signature sheets are received, we will submit them to the City.

Block/Lot	Property Address	Owner Name/Address
137-16	84 Prescott Street	Quincy, Richard P., Christopher T. Quincy, and John J. Quincy, TRS. c/o Quincy & Co. 40 William Street, #G50 Wellesley, MA 02181
137-1	491 Broadway	City of Cambridge Robert Healy, City Manager 795 Massachusetts Avenue Cambridge, MA 02139

As required with the curb cut application process, Harvard University mailed out curb cut notifications and signature sheets to the following abutters to 32 Quincy Street via certified mail on October 16, 2009:

Dear Mr. Singanamayagam,

RE: Proposed modifications to curb cut, 32 Quincy Street

Mr. Ranjit Singanamayagam  
 Commissioner of Inspectional Services  
 City of Cambridge  
 831 Massachusetts Avenue  
 Cambridge, MA 02139

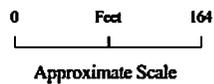
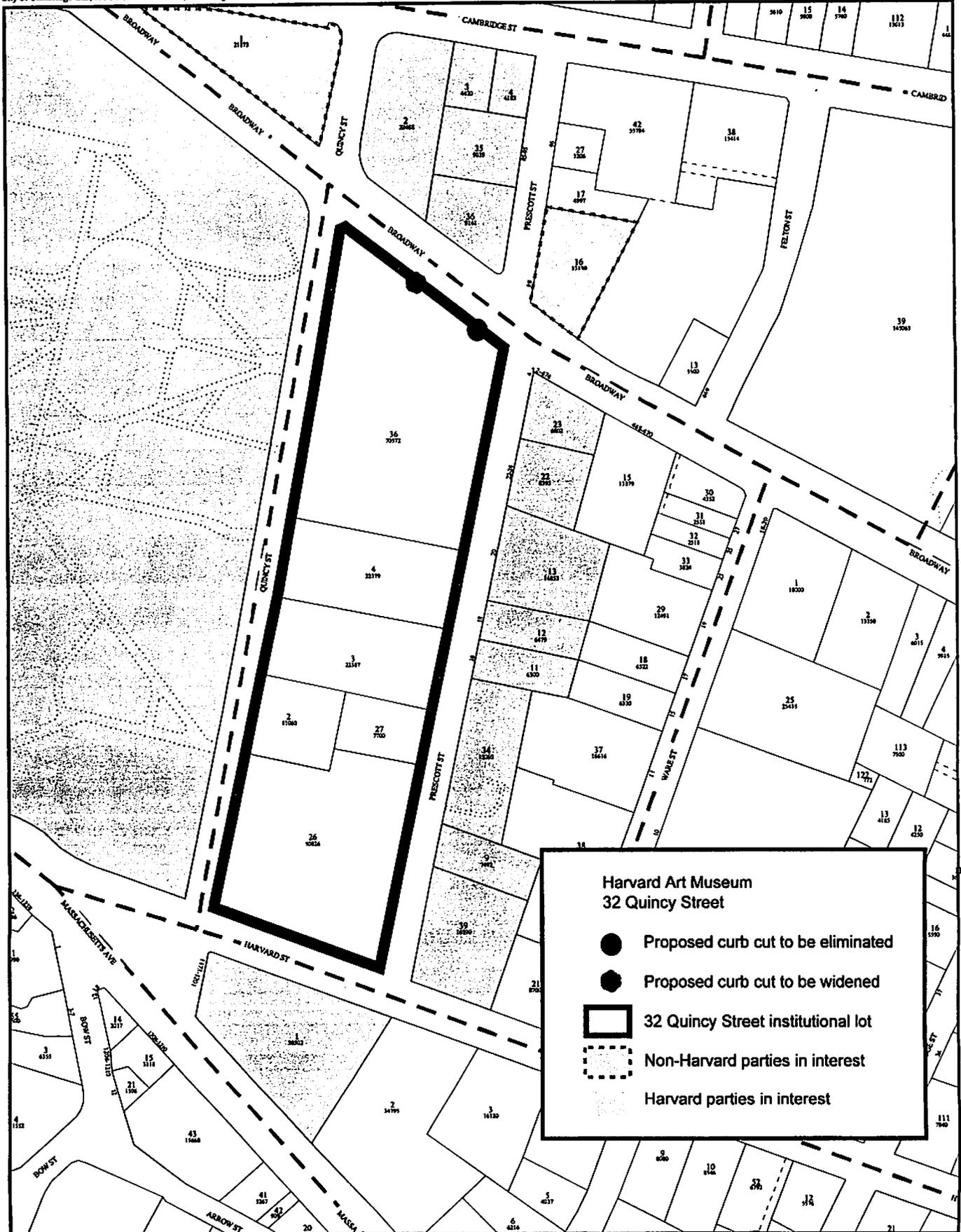
November 17, 2009

UNIVERSITY PLANNING OFFICE



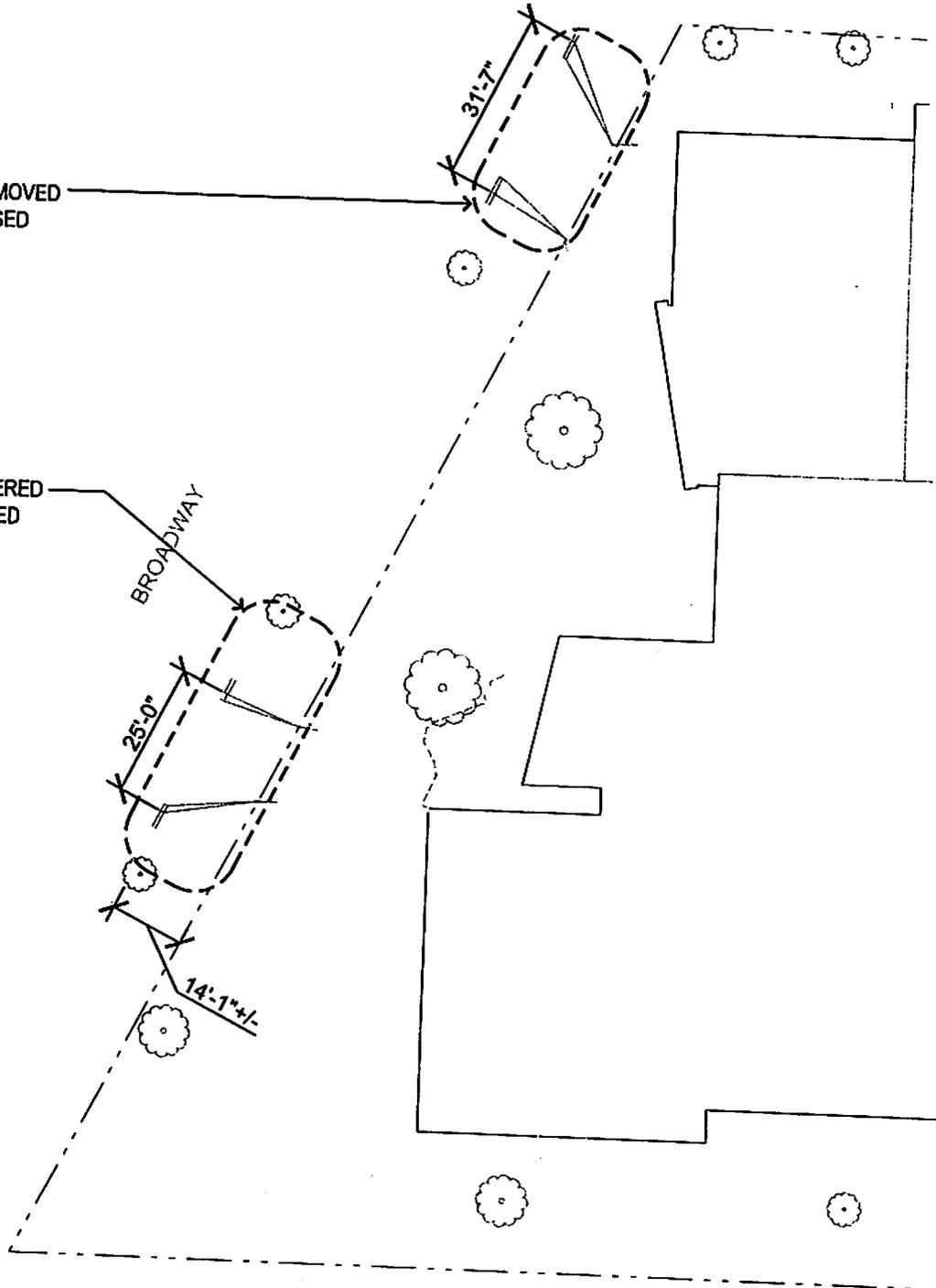
### 32 Quincy Street Curb Cuts: Parties in Interest

Block/Lot	Property Address	Owner Name/Address
137-1	491 Broadway	City of Cambridge 491 Broadway Cambridge, MA 02138
137-16	84 Prescott Street	Quincy, Richard P., Christopher T. Quincy, and John J. Quincy, TRS. c/o Quincy & Co. 40 William Street, #G50 Wellesley, MA 02181
137-35	85-95 Prescott Street	President and Fellows of Harvard College Holyoke Center, Room 1000 Cambridge, MA 02138
137-2	38 Quincy	
159-1	1341 Massachusetts Avenue	
136-23	472-474 Broadway	
136-22	22-24 Prescott Street	
136-13	20 Prescott Street	
136-12	18 Prescott Street	
136-11	16 Prescott Street	
136-34	10 Prescott Street	
136-9	6 Prescott Street	
136-39	391 Harvard Street	
134-1	1173-1201 Massachusetts Avenue	



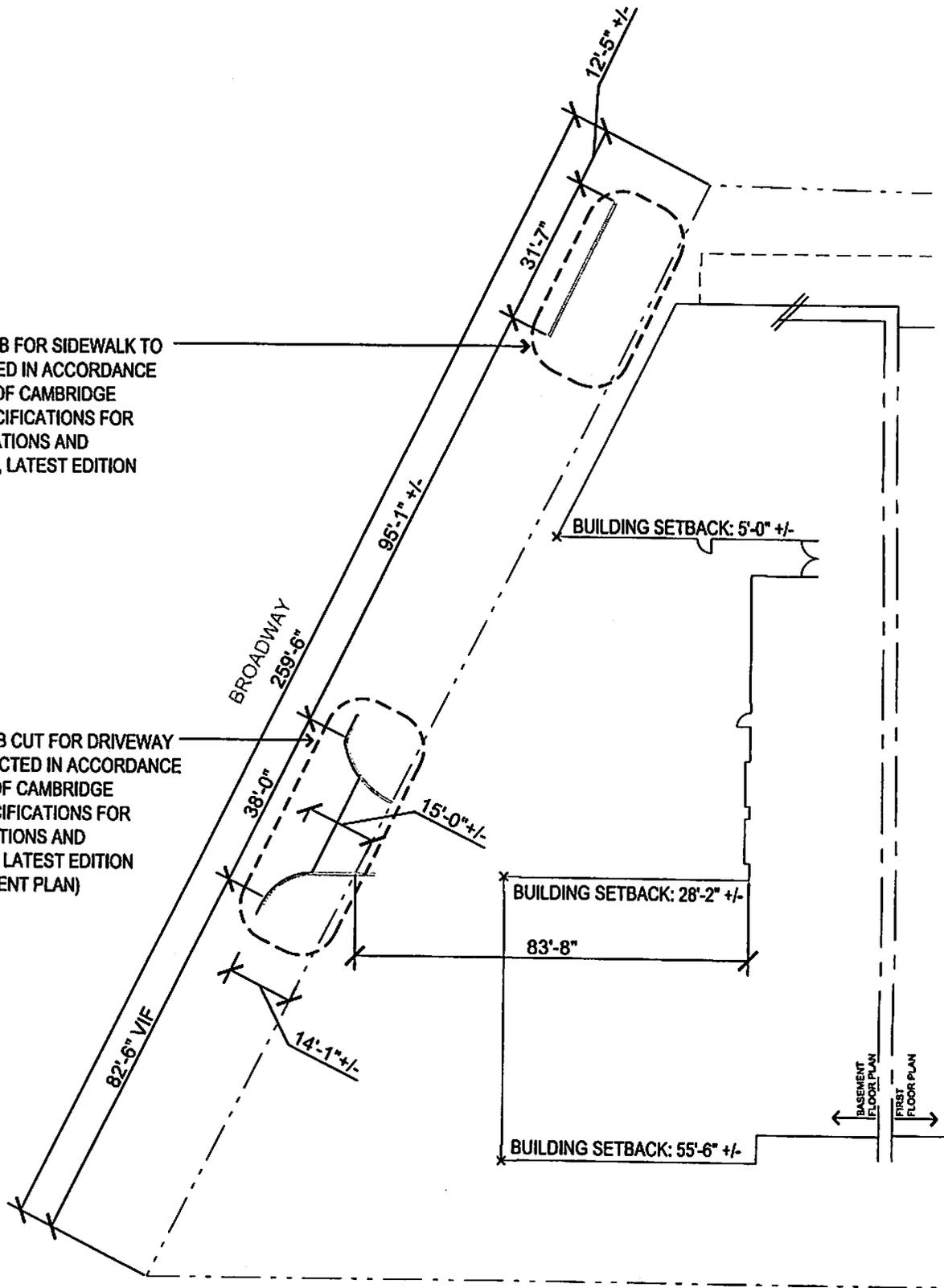
EXISTING CURB CUT TO BE REMOVED  
(SEE 'CURB CUT PLAN, PROPOSED  
CONDITIONS')

EXISTING CURB CUT TO BE ALTERED  
(SEE 'CURB CUT PLAN, PROPOSED  
CONDITIONS')



PROPOSED CURB FOR SIDEWALK TO BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF CAMBRIDGE STANDARD SPECIFICATIONS FOR STREET EXCAVATIONS AND CONSTRUCTION, LATEST EDITION

PROPOSED CURB CUT FOR DRIVEWAY TO BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF CAMBRIDGE STANDARD SPECIFICATIONS FOR STREET EXCAVATIONS AND CONSTRUCTION, LATEST EDITION (SEE ENLARGEMENT PLAN)



APPLICATION FOR DRIVEWAY CUTS AND OPENINGS

CITY OF CAMBRIDGE

PART II: INSPECTIONAL SERVICES DEPARTMENT

Application approved       Application denied

Reason: BZA 9809      BZA # 9809

Signature: [Signature]      11/18/09 Date:

PART III: TRAFFIC AND PARKING DEPARTMENT

Application approved       Application denied

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

Signature: [Signature]      Date: 12-17-2009

PART IV: HISTORICAL COMMISSION

Application approved       Application denied

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

Signature: Sarah L. Burks      Date: 12/22/09

PART V: PUBLIC WORKS DEPARTMENT

Application approved       Application denied

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

Signature: [Signature]      Date: 1/25/10

Superintendent of Streets & Sidewalks  
Installation of curb cut responsibility of developer.



# 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 22, 2009

Dear Neighborhood Representative:

This office is in receipt of a copy of an application from the Presidents and Fellows of Harvard College, requesting to increase the width of an existing curb cut and close a second curb cut at *32 Quincy 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

Mid-Cambridge Neighborhood Association – Doane Perry

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

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

Signature of authorized association representative

Daytime telephone no.

cc: Petitioner