

# 6535 3

#04012012

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 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: 4/24/12

PART I:

Form with fields for: Address of proposed curb cut or off-street parking facility: 27 Cottage Park Ave; Frontage: 94.93; Block and Lot: 189 Lot 91; Setback (distance from building to sidewalk): N/A; Distance from proposed driveway to surrounding structures and property line: SEE PLAN; Dimensions of proposed driveway: 20'; Location of any trees, sign posts, fire hydrants, utility poles, etc., in direct-vicinity of proposed driveway: N/A

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

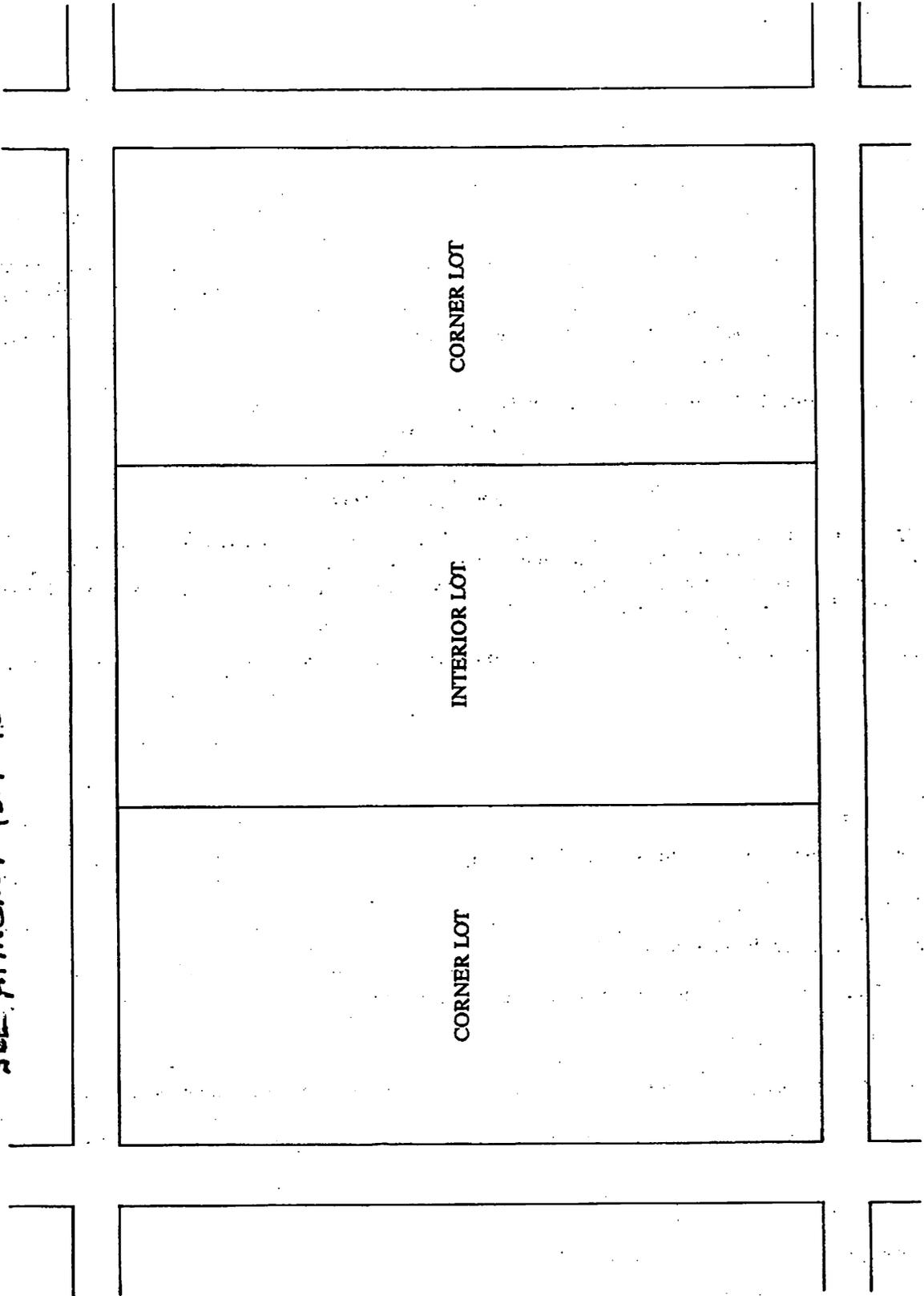
OFFICE OF THE CITY CLERK
CAMBRIDGE, MASSACHUSETTS
2012 JUN 14 PM 8 54

450 171 100 24

DRAWING 1:

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

*SEE ATTACHED PLOT PLAN*



CITY OF CAMBRIDGE

APPLICATION FOR DRIVEWAY CUTS AND OPENINGS  
ABUTOR'S FORM

To Whom It May Concern:

As owner or agent of 1 Tyler Court Cambridge / 35 Cottage Park Ave.

approval

Cambridge, Massachusetts, I do hereby declare  disapproval

of the installment of:

Off-Street Parking Facility located at 27 COTTAGE PARK AVE

Robert Fawcett & Son Co. Inc.

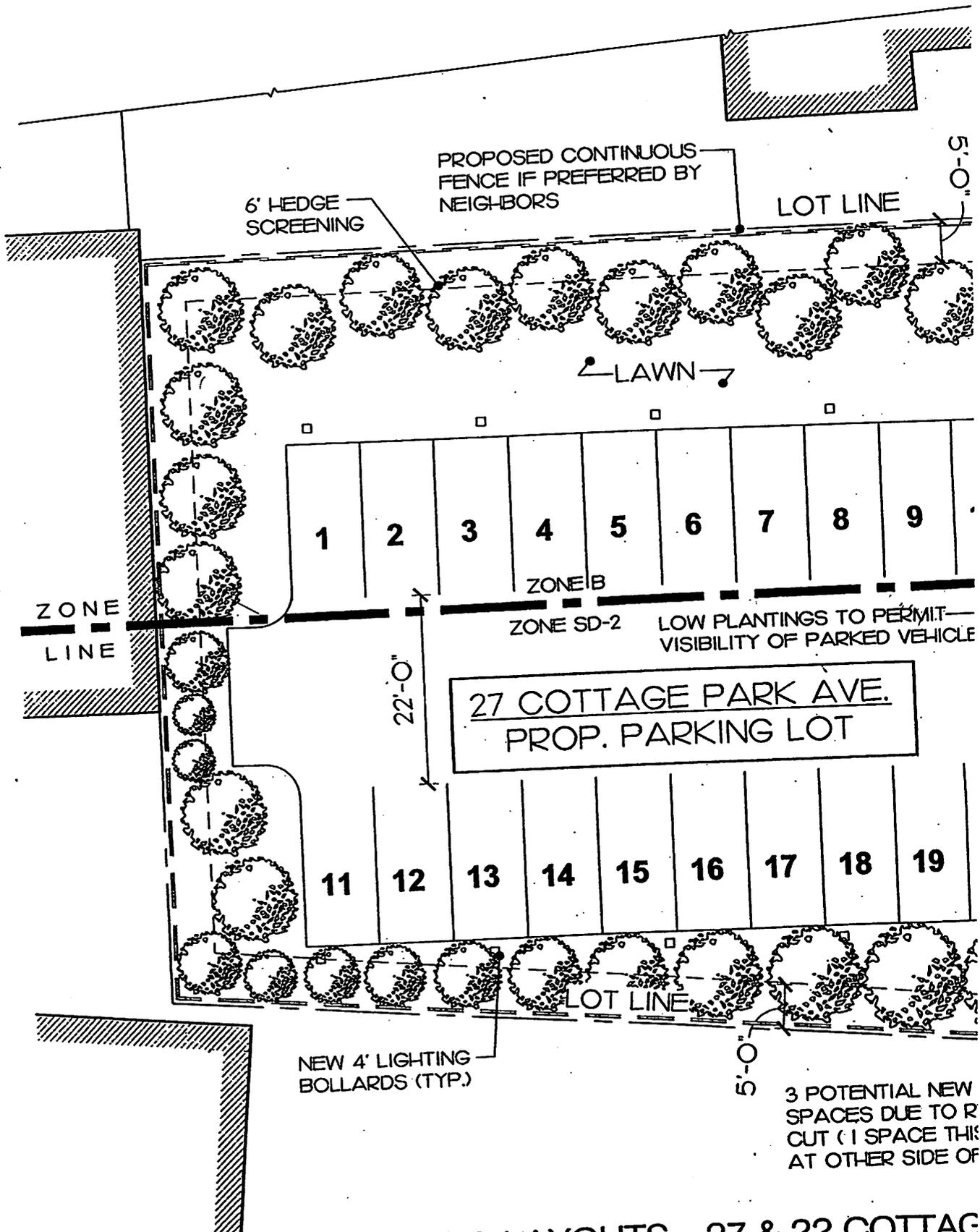
Signed: by: Robert R. Fawcett, President + Treasurer

Date: 4/24/2012

Address:

NOTE: THIS PLAN IS FOR REFERENCE ONLY. REFER TO CIVIL ENGINEERING PLANS FOR SITE DIMENSIONS AND LOCATIONS

B: RES  
BA-2:  
SD-2:  
DISTR



1 PROPOSED PARKING LAYOUTS - 27 & 22 COTTAG  
Scale: 1/16" = 1'-0"

BUSINESS A-2  
SPECIAL  
2

UNDERGROUND TO  
CITY SYSTEM.

PAD-MOUNT  
TRANSFOR

8' LIGHT FI

GARAGE T  
BE REMOVI

ZONE LINE  
ZONE B  
ZONE BA-2

COTTAGE PARK AVE.

LOT LINE

20'-0"

8'-0"

8' LIGHT  
FIXTURE

LANDSCAPED  
AREA

PROPOSED  
ENTRY RAMP

1  
HCP  
VAN

22 COTTAGE PARK AVE.  
EXISTING BUILDING

ZONE BA-2

ZONE SD-2

LINE OF  
GARAGE WALL  
TO BE REMOVED

UP

PR  
EN

EXISTING SIDEWALK

DECORATIVE  
TREES AT  
CURB CUT

EXISTING LOBBY  
ENTRY TO  
REMAIN

PROPOSED  
LOBBY ADI

PAD-MOUNT  
LOBBY HV/  
UNIT

15'-0"

15'-0"

20'-0"  
CURB CUT

PARKING  
CURB  
SPACES  
UT.)

EXISTING POLE

3K AVE.





# O'SULLIVAN ARCHITECTS, INC.

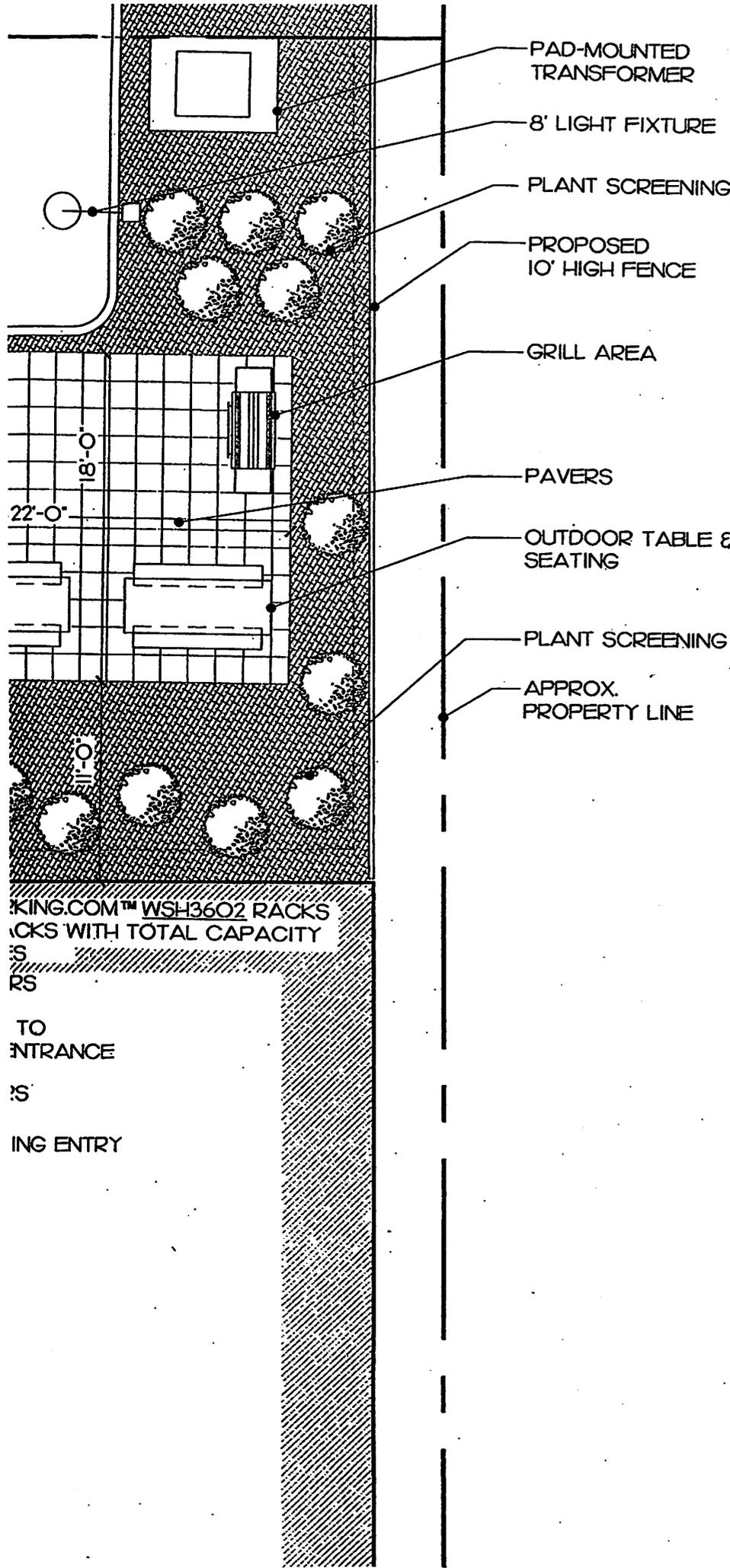
ARCHITECTURE ■ DESIGN ■ PLANNING

580 MAIN STREET, SUITE 204  
READING, MASSACHUSETTS 01867

Tel: (781) 439-6166 Fax: (781) 439-6170  
[www.osullivanarchitects.com](http://www.osullivanarchitects.com)

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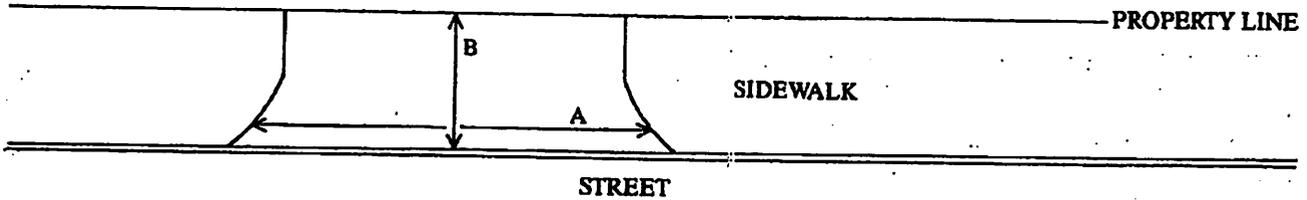


22 Cottage Park Ave.

DRAWING 2:

SKETCH OF PROPOSED DRIVEWAY WITH COST ESTIMATE

CITY OF CAMBRIDGE



A = 20 FT. + 3 = 6.7 YARDS

B = 5 FT. + 3 = 1.7 YARDS

A x B = 113.9 SQUARE YARDS

COST ESTIMATE:

BRICK: \_\_\_\_\_ SQUARE YARDS x \$150/SQUARE YARD = \$ \_\_\_\_\_

BRICK ON CONCRETE: ~~72~~ SQUARE YARDS x \$85/SQUARE YARD = \$ \_\_\_\_\_

CONCRETE: 12 SQUARE YARDS x \$90/SQUARE YARD = \$ 1080

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

Owner's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Address: TRUSTEE OF COYALE PARK REALTY TRUST  
183 HARVARD AVE. ALLSTON MA 02134

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

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

DAVID O'SULLIVAN - ARCHITECT  
781-239-6166

CITY OF CAMBRIDGE

APPLICATION FOR DRIVEWAY CUTS AND OPENINGS  
ABUTTOR'S FORM

To Whom It May Concern:

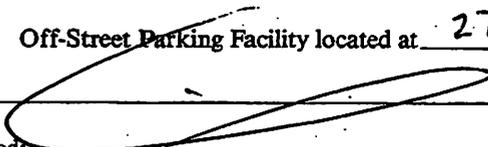
As owner or agent of 18 Cottage Park

approval

Cambridge, Massachusetts, I do hereby declare  disapproval

of the installment of:

Off-Street Parking Facility located at 27 COTTAGE PARK AVE

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

Address: 183 HARVARD AVE, ARLINGTON, MA 02134

CITY OF CAMBRIDGE

APPLICATION FOR DRIVEWAY CUTS AND OPENINGS  
ABUTTOR'S FORM

To Whom It May Concern:

As owner or agent of 22 Cottage Park

approval

Cambridge, Massachusetts, I do hereby declare  disapproval

of the installment of:

Off-Street Parking Facility located at 27 COTTAGE PARK AVE

Signed: [Signature] Date: \_\_\_\_\_

Address: 183 Harvard Ave, ARLINGTON, MA 02134

CITY OF CAMBRIDGE

APPLICATION FOR DRIVEWAY CUTS AND OPENINGS  
ABUTTOR'S FORM

To Whom It May Concern:

As owner or agent of 36-48 Brookford Street Condominium

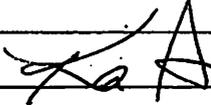
approval

Cambridge, Massachusetts, I do hereby declare

disapproval

of the installment of:

Off-Street Parking Facility located at 27 COTTAGE PARK AVE

Signed:  Karen Seibt

Date: April 17, 2012

Address: 42 Brookford Street, 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 21 Cottage Park Ave Cambridge MA 02140

approval

Cambridge, Massachusetts, I do hereby declare  disapproval

of the installment of:

Off-Street Parking Facility located at 27 COTTAGE PARK AVE

Signed: [Signature] Date: 4/24/12

Address: 21 Cottage Park Ave Cambridge MA 02140

APPLICATION FOR DRIVEWAY CUTS AND OPENINGS

CITY OF CAMBRIDGE

PART II: INSPECTIONAL SERVICES DEPARTMENT

Application approved       Application denied

Reason: BZA 10203

Signature: [Signature]      Date: 6/11/12

Title: Zoning

PART III: TRAFFIC AND PARKING DEPARTMENT

Application approved       Application denied

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

Signature: [Signature]      Date: 6-11-12

Title: Traffic Engineer

PART IV: HISTORICAL COMMISSION

Application approved       Application denied

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

Signature: \_\_\_\_\_      Date: \_\_\_\_\_

Title: \_\_\_\_\_

PART V: PUBLIC WORKS DEPARTMENT

Application approved       Application denied

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

Signature: [Signature]      Date: 6/13/2012

Title: Superintendent of Street & Sidewalk

Developer/OWNER is responsible for, design, permitting & construction/ installation of curb cut.

APPLICATION FOR DRIVEWAY CUTS AND OPENINGS

CITY OF CAMBRIDGE

PART II: INSPECTIONAL SERVICES DEPARTMENT

<input checked="" type="checkbox"/> Application approved	<input type="checkbox"/> Application denied
Reason: <u>BZA 10203</u>	
Signature: <u>[Signature]</u>	Date: <u>6/1/12</u>
Title: <u>Zoning</u>	

PART III: TRAFFIC AND PARKING DEPARTMENT

<input type="checkbox"/> Application approved	<input type="checkbox"/> Application denied
Reason: _____	
Signature: _____	Date: _____
Title: _____	

PART IV: HISTORICAL COMMISSION

<input checked="" type="checkbox"/> Application approved	<input type="checkbox"/> Application denied
Reason: _____	
Signature: <u>Sarah Busby</u>	Date: <u>6/8/12</u>
Title: <u>Preservation Planner</u>	

PART V: PUBLIC WORKS DEPARTMENT

<input type="checkbox"/> Application approved	<input type="checkbox"/> Application denied
Reason: _____	
Signature: _____	Date: _____
Title: _____	



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

April 30, 2012

Dear Neighborhood Representative:

This office is in receipt of a copy of an application from Trustee of Cottage Park Realty Trust requesting a curb cut *at the premises numbered 27 Cottage Park 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,

Donna P. Lopez  
Interim City Clerk

North Cambridge Stabilization Committee- Richard Clarey and Michael Brandon

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

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

Signature of authorized association representative

Daytime telephone no.

cc: Petitioner

CITY HALL, 795 MASSACHUSETTS AVENUE CAMBRIDGE, MASSACHUSETTS 02139