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Barney S. Heath
Director

ZONING REVIEW MEMORANDUM

Date: March 8, 2022

To: John Lojek, Commissioner of Inspectional Services

From: Jane Santosuosso, Chief Zoning Code Official
Neil Cronin, Chief Planner for Current Planning

Cc: Jay Walter, Architect
Dan Miller and Linda Green, Applicants
Barney S. Heath, Director of Planning and Development
Jonah Temple, Assistant City Solicitor

RE: Request to further extend a nonconforming front setback

Applicant: Dan Miller and Linda Green	
Site: 54 Goddard Street	SBL: 83034 0007
Zoning: SR3	Lot Area: 10,000 square feet
Current use: Single-family dwelling	Proposed use: No change

BACKGROUND:

The property at 54 Goddard Street consists of a 10,000 square foot lot improved with a single-family dwelling constructed in 1929. The petitioners propose to raze an existing detached garage construct an attached garage addition and new driveway on the western side which further extends the nonconforming front setback, requiring a special permit.

The following review is based on plans and materials submitted to date as noted below.

- Zoning Review Application, prepared Jay Walter, architect, submitted 1/31/2022
- Existing Conditions Plan of Land, signed and stamped by Bruce Bradford, surveyor, dated 12/31/2021
- Proposed Conditions Plan of Land, signed and stamped by Bruce Bradford, surveyor, dated 1/27/2022
- Floor Plans and Elevations, prepared by Jay Walter, architect, dated 1/24/2022
- FAR calculations, submitted 1/31/2022

ADMINISTRATIVE DETERMINATIONS:

- The dwelling has a nonconforming front setback of 20.3 feet where 25 feet is required per section 3.1.3. The petitioners propose to construct a new porch and attached two-car garage. The proposed addition further extends the nonconforming front setback. A special permit per sections 3.1.3 and 7.8.2.C.2 is required.

SR3 Zone	Required	Existing	Proposed
Lot Size	7,000 square feet	10,000 square feet	No change
Frontage	70 feet	100 feet	No change
Setbacks			
• Front (Fessenden St)	25 feet	20.3 feet	No change*
• Side	7.5 feet	10.8 feet	No change
• Side	7.5 feet	45.3 feet	13.3 feet
• Rear	15 feet	± 25 feet	No change
Height	36 feet	26.2 feet	26.1 feet
Stories	2.5	2.5	No change
FAR	.41	.34	.37
Max Lot Coverage	30%	20.3%	25%
Min. Open Space	50%	69%	68%

*Requires relief

- See “Zoning Relief Summary” below:

Zoning Relief Required		
Ordinance		Action Required
§3.1.3 §7.8.2.C.2	Request to further extend a nonconforming front setback	S.P. per §7.3.3

Next Steps

Please contact a Planner by calling 617.796.1120 to obtain a copy of the Special Permit Application. If there have been any changes made to the plans since receipt of your Zoning Review Memorandum you must inform the Zoning Code Official to ensure additional relief is not required. You will need an appointment with a Planner to file your Special Permit Application. **Incomplete applications will not be accepted.**

The following must be included when filing a Special Permit Application:

2. Two (2) copies of the completed Special Permit Application (signed by property owner)
3. Filing Fee (see Special Permit Application)
4. Two (2) copies of the Zoning Review Memorandum
5. Plans (Thirteen sets signed and stamped by a design professional). Each set shall contain:
 - Site Plans showing existing and proposed conditions (including topography as applicable)
 - Architectural plans showing existing and proposed conditions (including façade materials)
 - Landscape plan (as applicable)
6. One (1) Floor Area Ratio (FAR) Worksheet, (signed and stamped by a design professional)
7. One (1) copy of any previous special permits or variances on the property (as applicable)
8. One (1) copy of any other review/sign-off (Historic, Conservation, Tree Removal, etc. as applicable)
9. Two (2) electronic copies of the application with all above attachments (USB or CD)

Copies of all plans shall either be 8.5 x 11 or 11 x 17, except as requested by staff

Special Permit Sign (\$20 fee)

Incomplete applications will delay the intake and review of your project.

Depending on the complexity of the project additional information may be requested to facilitate a full review of the application.

Has the proposed project been presented to and discussed with abutting property owners? Y/N