

CITY COUNCIL

# \_\_\_\_\_

CITY OF NEWTON

DOCKET REQUEST FORM

**DEADLINE NOTICE: Council Rules require items to be docketed with the Clerk of the Council NO LATER THAN 7:45 P.M. ON THE MONDAY PRIOR TO A FULL COUNCIL MEETING.**

To: Clerk of the City Council

Date: 01/14/22

From (Docketer): Alicia Bowman

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

Phone: \_\_\_\_\_ E-mail: abowman@newtonma.gov

Additional sponsors: Councilor Bowman, Dandberg & Noel

1. Please docket the following item (it will be edited for length if necessary):

Ward 6 Councilors seeking to discuss Fire Station 3 traffic pattern including approved building design that established circular access for fire apparatus to understand why this access is not being utilized.

2. The purpose and intended outcome of this item is:

- Fact-finding & discussion
- Appropriation, transfer,
- Expenditure, or bond authorization
- Special permit, site plan approval,
- Zone change (public hearing required)
- Ordinance change
- Resolution
- License or renewal
- Appointment confirmation
- Other: \_\_\_\_\_

3. I recommend that this item be assigned to the following committees:

- Programs & Services
- Zoning & Planning
- Public Facilities
- Finance
- Public Safety
- Land Use
- Real Property
- Special Committee
- No Opinion

4. This item should be taken up in committee:

Immediately (Emergency only, please). Please state nature of emergency:  
\_\_\_\_\_

- As soon as possible, preferably within a month
- In due course, at discretion of Committee Chair
- When certain materials are made available, as noted in 7 & 8 on reverse
- Following public hearing

PLEASE FILL OUT BOTH SIDES

5. I estimate that consideration of this item will require approximately:

- One half hour or less
- More than one hour
- More than one meeting
- Up to one hour
- An entire meeting
- Extended deliberation by subcommittee

6. The following people should be notified and asked to attend deliberations on this item. (Please check those with whom you have already discussed the issue, especially relevant Department Heads):

City personnel

Citizens (include telephone numbers/email please)

- |  |                                |
|--|--------------------------------|
| <input checked="" type="checkbox"/> <u>Captain Lucchetti</u> | <input type="checkbox"/> _____ |
| <input checked="" type="checkbox"/> <u>Josh Morse</u>        | <input type="checkbox"/> _____ |
| <input type="checkbox"/> _____                               | <input type="checkbox"/> _____ |
| <input type="checkbox"/> _____                               | <input type="checkbox"/> _____ |
| <input type="checkbox"/> _____                               | <input type="checkbox"/> _____ |

7. The following background materials and/or drafts should be obtained or prepared by the Clerk's office prior to scheduling this item for discussion:

documentation on building design for Station 3; call volume information by day and time of day for Station 3

8. I  have or  intend to provide additional materials and/or undertake the following research independently prior to scheduling the item for discussion. \*

(\*Note to docketer: Please provide any additional materials beyond the foregoing to the Clerk's office by 2 p.m. on Friday before the upcoming Committee meeting when the item is scheduled to be discussed so that Councilors have a chance to review all relevant materials before a scheduled discussion.)

Please check the following:

- 9.  I would like to discuss this item with the Chairman before any decision is made on how and when to proceed.
- 10.  I would like the Clerk's office to contact me to confirm that this item has been docketed. My daytime phone number is:
- 11.  I would like the Clerk's office to notify me when the Chairman has scheduled the item for discussion.

Thank you.

Alicia Bowman  
Signature of person docketing the item

[Please retain a copy for your own records]