

Staff Initials & Date Stamp

City of Newton, Massachusetts
Inspectional Services Department
1000 Commonwealth Avenue
Newton, Massachusetts 02459

ACCESSORY APARTMENT PRE-APPLICATION

Accessory apartments are an allowed accessory use where they are, by design, clearly subordinate to the principal dwelling unit, meeting the requirements of Section 6.7.1 of the Newton Zoning Ordinance. Please speak with a building inspector prior to submitting plans for review. Visit or call 617-796-1060 to speak with Inspectional Services staff.

Property Owner Name:	Phone:
Address:	Email:

FOR STAFF USE ONLY:			
Location:		Zoning District:	
Residential Use:	Single Family	Two Family	Year Built:
Section:	Block:	Lot:	
TYPE OF ACCESSORY APARTMENT:		ADDITIONAL REVIEW REQUIRED:	
Internal Existing:		Newton Historical Commission:	
Internal Proposed:		Local Historic District Commission:	
External Existing:		Urban Design Commission:	
External Proposed:		Conservation Commission:	
Historic Carriage House:		Planning Department: Special Permit	
Next Steps			
Building Permit Application:		Design Review Team (DRT) Meeting:	
Standard Requirements			
<ul style="list-style-type: none"> Plans showing (2) Means of Egress; Remote as possible Fire separation between units Fire Department Approval 		<ul style="list-style-type: none"> Square footage of main house; habitable space Square footage of accessory apartment; habitable space 	

COMMENTS/NOTES:
