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Barney S. Heath
Director

ZONING REVIEW MEMORANDUM

Date: August 10, 2020

To: John Lojek, Commissioner of Inspectional Services

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

Cc: Anna Lavrinenko, Applicant
Barney S. Heath, Director of Planning and Development
Jonah Temple, Assistant City Solicitor

RE: Request to allow an accessory apartment in a detached accessory structure

Applicant: Anna Lavrinenko	
Site: 63 Bourne Street	SBL: 41009 0009
Zoning: MR1	Lot Area: 11,355 square feet
Current use: Two-family dwelling	Proposed use: Two-family dwelling with an accessory apartment

BACKGROUND:

The property at 63 Bourne Street consists of an 11,355 square foot lot currently improved with a two-family dwelling constructed circa 1900 and detached garage. The petitioner intends to raze the existing detached garage and construct a new detached structure for an accessory apartment.

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

- Zoning Review Application, prepared by Anna Lavrinenko, applicant, submitted 6/16/2020
- Proposed Site Plan, signed and stamped by Richard Volkin, engineer, dated 5/22/2020
- Architectural plans and elevations, signed and stamped by Richard Volkin, engineer, dated 7/16/2019

ADMINISTRATIVE DETERMINATIONS:

1. The petitioner intends to raze the existing detached garage and construct a new detached structure for use as an accessory apartment. Per section 6.7.1.E.1 a special permit is required for a detached accessory apartment.
2. Per section 6.7.1.E.2, a detached accessory apartment may be a minimum of 250 square feet and a maximum of 1,200 square feet or 40% of the habitable space of the principal dwelling unit, whichever is less. The principal dwelling unit has 2,043 square feet of habitable space, allowing an apartment up to 817 square feet by right, or up to 1,500 square feet by special permit. The proposed apartment is 1,107 square feet, requiring a special permit.

MR1 Zone	Required	Existing	Proposed
Lot Size	7,000 square feet	11,533 square feet	No change
Frontage	70 feet	65 feet	No change
Setbacks - Principal <ul style="list-style-type: none"> • Front • Side • Side • Rear 	25 feet 7.5 feet 7.5 feet 15 feet		No change No change No change No change
Setbacks – Accessory <ul style="list-style-type: none"> • Front • Side • Rear 	25 feet 5 feet 5 feet	>80 feet	>100 feet 8 feet 15.3 feet
Height (Accessory)	22 feet		21.7 feet
Stories (Accessory)	1.5	1.5	1.5
FAR	.42	.38	.40
Max Lot Coverage	30%	19.1%	19.2%
Min. Open Space	50%	62.4%	56.7%

1. See “Zoning Relief Summary” below:

Zoning Relief Required		
<i>Ordinance</i>		<i>Action Required</i>
§6.7.1.E.1	Request to allow a detached accessory apartment	S.P. per §7.3.3
§6.7.1.E.2	Request to allow an oversized detached accessory apartment	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:

1. Two (2) copies of the completed Special Permit Application (signed by property owner)
2. Filing Fee (see Special Permit Application)
3. Two (2) copies of the Zoning Review Memorandum
4. 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)
5. One (1) Floor Area Ratio (FAR) Worksheet, (signed and stamped by a design professional)
6. One (1) copy of any previous special permits or variances on the property (as applicable)
7. One (1) copy of any other review/sign-off (Historic, Conservation, Tree Removal, etc. as applicable)
8. 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