

**CITY OF NEWTON**  
**ENGINEERING DIVISION**

MEMORANDUM

To: Alderman Ted Hess-Mahan, Land Use Committee Chairman

From: John Daghlian, Associate City Engineer

Re: Special Permit – 305 Albemarle Road

Date: September 27, 2013

CC: Lou Taverna, PE City Engineer  
Frank Nicholas, PE Special Projects  
Linda Finucane, Associate City Clerk  
Alexandria Ananth, Chief Planner  
Dan Sexton, Sr. Planner  
Jennifer Steel, Sr. Environmental Planner

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In reference to the above site, I have the following comments for a plan entitled:

*Proposed Plot Plan of Land*  
*In*  
*Newton, MA*  
*305 Albemarle Road*  
*Prepared by: Summit Surveying, Inc.*  
*Dated: 6-24-'13*

*Executive Summary:*

This single-family dwelling has an existing garage that will be razed and a new 2-stall garage and accessory apartment above is proposed. Based on the figures submitted the net increase of impervious surface is only 202 square feet; based upon the current Stormwater Policy no drainage collection system is warranted. The water and sewer services may be extended from the existing dwelling or separate dedicated service can be extend from the respective mains within Albemarle Road; in which case Engineered plans will be needed for a Utility Connection Permit from DPW.

This site is within the 200-foot Riverfront setback of the Cheesecake Brook, thus all construction and siltation control measures will have to comply with the Newton Conservation Commission's requirements.

General:

1. As of January 1, 2009, all trench excavation contractors shall comply with Massachusetts General Laws Chapter 82A, Trench Excavation Safety Requirements, to protect the general public from unauthorized access to unattended trenches. Trench Excavation Permit required. This applies to all trenches on public and private property. *This note shall be incorporated onto the plans*
2. All tree removal shall comply with the City's Tree Ordinance.
3. The applicant will have to apply for a Building Permits with the Department of Inspectional Service prior to any construction.
4. Prior to Occupancy Permit being issued, an As-Built Plan shall be submitted to the Engineering Division in both digital format and in hard copy. The plan should show all utilities and final grades, any easements and final grading. *This note must be incorporated onto the site plan.*
5. If a Certificate of Occupancy is requested prior to all site work being completed. *This note must be incorporated onto the site plan.*

Note: If the plans are updated it is the responsibility of the Applicant to provide all City Departments [Conservation Commission, ISD, and Engineering] involved in the permitting and approval process with complete and consistent plans.

If you have any questions or concerns please feel free to contact me @ 617-796-1023.