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Barney S. Heath
Director

ZONING REVIEW MEMORANDUM

Date: March 27, 2018

To: John Lojek, Commissioner of Inspectional Services

From: Jane Santosuosso, Chief Zoning Code Official
Jennifer Caira, Chief Planner for Current Planning

Cc: Florin Luca, Architect
Eric and Steffi Karp, Applicants
Barney S. Heath, Director of Planning and Development
Ouida Young, Acting City Solicitor

RE: Request to further increase nonconforming FAR and lot coverage

Applicant: Eric and Steffi Karp	
Site: 458 Woodward Street	SBL: 53026 0016
Zoning: SR2	Lot Area: 6,276 square feet
Current use: Single-family dwelling	Proposed use: No change

BACKGROUND:

The property at 458 Woodward Street consists of a 6,276 square foot lot improved with a single-family residence constructed in 1911 and a detached garage structure constructed in 1912. There is an existing sun porch at the rear of the dwelling, which is open on three sides and has a roof. The petitioner proposes to fully enclose the porch and relocate the stairs. Enclosing the porch further increases the already nonconforming FAR and lot coverage, requiring a special permit.

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

- Zoning Review Application, prepared Florin Luca, Architect, dated 2/20/2018
- FAR Worksheet, 2/20/2018
- Addition Plan, signed and stamped by Michael Paul Antonino, surveyor, dated 1/8/2018
- Architectural Plans, signed and stamped by Florin Luca, architect, dated 2/10/2018

ADMINISTRATIVE DETERMINATIONS:

1. The petitioners' existing FAR is .59, where .44 is the maximum allowed. The proposed addition adds 240 square feet to the dwelling, resulting in an FAR of .63. A special permit pursuant to Sections 3.1.9 and 7.8.2.C.2 is required to further increase the already nonconforming FAR.
2. Section 3.1.3 requires a maximum of 30 percent lot coverage for an old lot in the SR2 zoning district. The petitioners' existing lot coverage is nonconforming at 39 percent. Enclosing the existing sun porch and relocating the access stairs results in an increase in already nonconforming lot coverage by one percent to 40 percent. To further increase the already nonconforming lot coverage requires a special permit per sections 3.1.9 and 7.8.2.C.2.

SR2 Zone	Required	Existing	Proposed
Lot Size	10,000 square feet	6,276 square feet	No change
Frontage	80 feet	70 feet	No change
Setbacks			
• Front	25 feet	19.5 feet	No change
• Side	7.5 feet	1.5 feet	No change
• Rear	15 feet	40 feet	No change
Max Number of Stories	2.5	2.5	No change
Height	36 feet	30 feet	No change
FAR	.44	.59	.63
Max Lot Coverage	30%	39%	40%
Min. Open Space	50%	56.8%	55.8%

1. See "Zoning Relief Summary" below:

Zoning Relief Required		
<i>Ordinance</i>		<i>Action Required</i>
§3.1.3 §3.1.9 §7.8.2.C.2	Request to further increase nonconforming FAR	S.P. per §7.3.3
§3.1.3 §7.8.2.C.2	Request to further increase nonconforming lot coverage	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