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Candace Havens  
Director

**WORKING SESSION MEMORANDUM**

Date: July 30, 2013  
To: Land Use Committee of the Board of Aldermen  
From: Candace Havens, Director of Planning and Development  
Alexandra Ananth, Chief Planner for Current Planning  
Cc: Petitioners  
John Lojek, Commissioner of Inspectional Services

In response to questions raised at the Land Use Committee public hearings, previous working session meetings and/or staff technical reviews, the Planning Department is providing the following information for the upcoming working session. This information is supplemental to staff analysis previously provided at the public hearing.

**PETITION #180-13**

**20 Burrage Road**

Request to convert basement space into a garage and to exceed FAR in a new house.

This project had a public hearing on June 11, 2013.

**Drainage.** The petitioner has not submitted satisfactory drainage plans to the Engineering Division. Should the Board choose to approve this petition the Planning Department recommends a condition that prior to the issuance of an amendment to the existing building permit the petitioner must comply with all requirements of the Engineering Division.



**Abutter Concerns.** The petitioner and the immediate abutter at 41 Alderwood Road have signed an agreement that includes the petitioner relocating the new retaining walls to make room for vehicular circulation as well as snow storage. Moving these walls should not increase the calculated FAR of the house and will not materially change the structure. The petitioner has also agreed to share in the cost of snow plowing and reconstruction of the driveway. Should the Board choose to approve this petitioner the Planning Department recommends that these agreements be made conditions in the Board Order.

**Recommendation.** Staff recommends approval with conditions.