

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

**MEMORANDUM**

To: Alderman Mark Laredo, Land Use Committee Chairman

From: John Daghlian, Associate City Engineer

Re: Special Permit – 20 Burrage Road

Date: November 13, 2014

CC: Lou Taverna, PE City Engineer  
Linda Finucane, Associate City Clerk  
Alexandria Ananth, Chief Planner  
Dan Sexton, Sr. Planner

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

*Proposed Parking Plan  
20 Burrage Road  
Newton, MA  
Prepared by: Alpha Omega Engineering  
Dated: 8/12/14*

*Executive Summary:*

The scale of the plan is incorrect. The single-family dwelling's access for the garage is via a common driveway shared by #15 Burrage, the width of the driveway apron is 26.5-foot measure yesterday during the site visit. The maximum curb cut allowed by the DPW is 22-feet, I met with Commissioner David Turocy who will allow the driveway expansion provided that substandard repairs to the cement sidewalk along the frontage of this property, (see photo) are replaced to City Standards and pedestrian curb cut is installed at the intersection of the Burrage & Alderwood Roads.



Substandard repair

Since the garage is below grade, a drainage system has been installed to capture the runoff before it enters the garage floor; Engineering has no record of the design, nor Inspection of the construction of this drainage system. Engineering is unaware of drainage system's functionality nor maintenance.

In my May 29, 2013 memo (Special Permit review); I had asked for the design calculations & Operations and Maintenance (O&M) plan for the drainage system that was shown on the plan prepared by Alpha Omega Engineering dated: 4/30/'13 & Revised: 5/2/'13 nothing was resubmitted. This is also required now as it is critical that the homeowner performs the proper maintenance. Once approved the O&M must be adopted by applicant, incorporated into the deeds; and recorded at the Middlesex Registry of Deeds. A copy of the recording instrument shall be submitted to the Engineering Division.

Drainage:

1. A drainage analysis needs to be performed based on the City of Newton's 100-year storm event of 6-inches over a 24-hour period. All runoff from impervious areas need to be infiltrated on site, for the project. The design of the proposed on site drainage system needs to comply with the MassDEP Stormwater Regulations and City Ordinances.
2. An Operations and Maintenance (O&M) plan for Stormwater Management Facilities needs to drafted and submitted for review. Once approved the O&M must be adopted by applicant, incorporated into the deeds; and recorded at the Middlesex Registry of Deeds. A copy of the recording instrument shall be submitted to the Engineering Division.
3. It is imperative to note that the ownership, operation, and maintenance of the proposed drainage system and all apparentness including but not limited to the drywells, catch basins, and pipes are the sole responsibility of the Homeowners Association.

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 contractor is responsible for contacting the Engineering Division and scheduling an appointment 48 hours prior to the date when the utilities will be made available for an inspection of water services, sewer service, and drainage system installation. The utility in question shall be fully exposed for the inspector to view; backfilling shall only take place when the City's Inspector has given their approval. *This note should be incorporated onto the plans*
4. The applicant will have to apply for Street Opening, Sidewalk Crossing, and Utilities Connecting permits with the Department of Public Works prior to any construction. *This note must be incorporated onto the site plan.*
5. The applicant will have to apply for a Building Permits with the Department of Inspectional Service prior to any construction.
6. 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.*
7. All site work must be completed for a Certificate of Occupancy. *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.