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Barney S. Heath  
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## ZONING REVIEW MEMORANDUM

Date: July 30, 2018

To: John Lojek, Commissioner of Inspectional Services

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

Cc: Isaac Maxmen, Applicant  
Barney S. Heath, Director of Planning and Development  
Ouida Young, Acting City Solicitor

RE: Request to allow a veterinary hospital in an existing building in the Business 2 District

| Applicant: Isaac Maxmen                      |  |
|--|--|
| Site: 858 Walnut Street                      | SBL: 64005 0004  |
| Zoning: BU-2                                 | Lot Area: 23,250 square feet                               |
| Current use: Office and unmanned server room | Proposed use: Veterinary Hospital and unmanned server room |

### BACKGROUND:

The property at 858 Walnut Street consists of 23,250 square feet improved with an existing two-story building constructed in 1955 and surface parking in the Business 2 zoning district. The petitioner proposes to locate a veterinary hospital in the existing building in a space formerly occupied by a tutoring center. No exterior changes to the building or parking are proposed.

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

- Zoning Review Application, prepared by Isaac Maxmen, applicant, submitted 7/3/2018
- Interior Dimensions, submitted by Isaac Maxmen, applicant, submitted 7/3/2018
- Inter-Office Correspondence, written by Eugene Bober, Director of Planning and Development, dated 11/28/1990
- Parking Layout, prepared by David Galler Associates, architect, dated 10/11/1990

**ADMINISTRATIVE DETERMINATIONS:**

1. Section 4.4.1 requires a special permit in the Business 2 District for a Veterinary Hospital use. The petitioner is proposing a veterinary hospital within 4,575 square feet of space, with one full-time veterinarian and three or four other employees. A special permit is required for the proposed use.
2. Historically, the Commissioner of Inspectional Services has determined this use to be a personal service business for the purposes of parking. Per section 5.1.4, one (1) parking space per each 300 square feet of gross floor area is required, in addition to one (1) space per each three (3) employees. The petitioner anticipates five employees on site at the highest shift within the 4,575 square foot space. Per section 5.1.4.A, the proposed veterinary use will require 18 parking stalls.

There is an unmanned computer server room utilized by RCN in the 3,600 square foot basement level. Per section 5.1.4.A, a telecommunications and data storage facility requires one stall per 2,500 square feet, and one stall per every four employees. Though unmanned, it can be assumed that the facility will have an occasional employee visit. The RCN server room requires three stalls.

The existing nonconforming parking is accessed by a driveway on the northern property boundary, as well as a larger shared driveway with 860-862 Walnut Street. The parking is located behind the buildings and functions as shared parking of 64 stalls, with 28 stalls existing on the petitioner’s site. With a total of 21 stalls required for the existing RCN and proposed veterinary uses, the 28 on-site stalls are adequate parking to satisfy the requirements of section 5.1.4.A.

No changes to the parking areas are proposed.

3. See “Zoning Relief Summary” below:

| <b>Zoning Relief Required</b> |  |                        |
|-------------------------------|--|------------------------|
| <b>Ordinance</b>              |  | <b>Action Required</b> |
| §4.4.1                        | Allow a Veterinary Hospital in BU-2 Zone | 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:**

4. Two (2) copies of the completed Special Permit Application (signed by property owner)
5. Filing Fee (see Special Permit Application)
6. Two (2) copies of the Zoning Review Memorandum
7. 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)
8. One (1) Floor Area Ratio (FAR) Worksheet, (signed and stamped by a design professional)
9. One (1) copy of any previous special permits or variances on the property (as applicable)
10. One (1) copy of any other review/sign-off (Historic, Conservation, Tree Removal, etc. as applicable)
11. 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