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Barney S. Heath  
Director

## ZONING REVIEW MEMORANDUM

Date: February 28, 2019

To: John Lojek, Commissioner of Inspectional Services

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

Cc: Ronald Cahaly, Applicant  
Barney S. Heath, Director of Planning and Development  
Jonah Temple, Assistant City Solicitor

**RE: Request to allow an amendment to Special Permit #360-14 and to allow a free-standing sign**

Applicant: Ronald Cahaly	
Site: 112 Needham Street	SBL: 83012 0007
Zoning: MU2	Lot Area: 7,500 square feet
Current use: Office	Proposed use: No change

### BACKGROUND:

The property at 112 Needham Street consists 7,500 square feet improved with a newly reconstructed two-story commercial building and parking allowed by Special Permit #360-14. The special permit authorized the extension of the nonconforming structure, as well as a parking waiver. The petitioner requests an amendment to the existing special permit to allow for the erection of a free-standing sign.

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

- Zoning Review Application, prepared by Ronald Cahaly, applicant, dated 1/16/2019
- Special Permit #360-14, dated 3/16/2015
- Site Plan, signed and stamped by Scott D. Cameron, surveyor, 10/29/2018

**ADMINISTRATIVE DETERMINATIONS:**

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1. Special Permit #360-14 was granted in 2015 to allow for reconstruction of a nonconforming structure and associated parking waivers. The petitioner requests an amendment to this special permit to allow for an 8.14 square foot free-standing sign at the front of the property in a planting bed. Per section 5.2.13, a special permit is required for a free-standing sign.

<b>Zoning Relief Required</b>		
<i>Ordinance</i>	<i>Required Relief</i>	<i>Action Required</i>
	Amend Special Permit #360-14	
§5.2.13	To allow a free-standing sign	S.P. per §7.3.3