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Barney S. Heath  
Director

**ZONING REVIEW MEMORANDUM**

Date: July 10, 2017

To: John Lojek, Commissioner of Inspectional Services

From: Jane Santosuosso, Chief Zoning Code Official  
Alexandra Ananth, Chief Planner for Current Planning

Cc: Daniel and Alison Jaffe, Applicants  
G. Michael Peirce, Attorney  
Barney S. Heath, Director of Planning and Development  
Ouida Young, Associate City Solicitor

**RE: Request to further extend an existing nonconforming front setback**

Applicant: Daniel and Alison Jaffe	
Site: 155 Monadnock Road	SBL: 61017 0001
Zoning: SR-1	Lot Area: 6,642 square feet
Current use: Single-family dwelling	Proposed use: No change

**BACKGROUND:**

The property at 155 Monadnock Road consists of a 29,138 square foot lot improved with a single-family dwelling and detached garage constructed in 1923 and a sports court constructed in 2004. The property is located at the corners of Monadnock Road, Tudor Road and Beacon Street. The applicant proposes to replace the existing garage with an expanded garage connected to the dwelling by a breezeway. The proposed alteration will further extend the existing nonconforming front setback, requiring a special permit.

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

- Zoning Review Application, prepared G. Michael Peirce, attorney, submitted 6/5/2017
- FAR Worksheet, submitted 6/5/2017
- Area Plan Sketch, prepared by Metrowest Engineering, Inc, dated 5/17/2017
- Proposed Plot Plan, prepared by Metrowest Engineering, Inc, dated 5/24/2017
- As-Built Driveway Plan, prepared by Metrowest Engineering, Inc, dated 2/27/2013
- Zoning Review Memo, prepared by Seth Zeren, Chief Zoning Code Official, dated 9/20/2012

**ADMINISTRATIVE DETERMINATIONS:**

- The applicants’ plans show an existing nonconforming detached garage located 11.4 feet from the front property line along Tudor Road. The proposed plans show a new garage that expands the footprint of the existing garage within the front setback but goes no closer to the lot line than the existing 11.4 feet. The applicant proposes to attach the garage to the house by means of a mudroom. While the existing garage is detached, and the proposed garage is attached by the mudroom, the setback requirement is 25 feet regardless, per Section 3.1.3. As the existing detached garage is 11.4 feet from Tudor Road, a special permit to expand the nonconforming front setback is required per Section 7.8.2.C.2.

SR1 Zone	Required	Existing	Proposed
Lot Size	15,000 square feet	29,138 square feet	No change
Frontage	70 feet	82 feet	No change
Setbacks			
• Front (Tudor Rd)	25 feet	<b>11.4 feet*</b>	<b>No change</b>
• Front (Monadnock Rd)	25 feet	60 feet	27.4
• Front (Beacon St)	25 feet	<b>18.5 feet**</b>	<b>No change</b>
• Side	12.5 feet	59.1 feet	No change
Height	36 feet	24.2 feet	No change
Stories	2.5	2	No change
FAR	.26	.16	.17
Max Lot Coverage	20%	9.9%	11%
Min. Open Space	65%	76.9%	76.1%

\*Existing setback for the existing detached garage. The residential dwelling is located 25.4 feet from Tudor Road. The sports court is located 19.1 feet from Tudor Road.

\*\* Existing setback for the sports court. The residential dwelling is located 66.1 feet from Beacon Street.

- See “Zoning Relief Summary” below:

Zoning Relief Required		
Ordinance		Action Required
§3.1.4 §7.8.2.C.2	Request to further continue nonconforming front setback	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