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Barney S. Heath
Director

ZONING REVIEW MEMORANDUM

Date: September 5, 2018

To: John Lojek, Commissioner of Inspectional Services

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

Cc: Mark and Martha Fishman, Applicants
Stephan Potts, Architect
Barney S. Heath, Director of Planning and Development
Ouida Young, Acting City Solicitor

RE: **Request to further increase nonconforming FAR**

Applicant: Mark and Martha Fishman	
Site: 43 Kenwood Avenue	SBL: 64020 0022
Zoning: SR2	Lot Area: 10,652 square feet
Current use: Single-family dwelling	Proposed use: No change

BACKGROUND:

The property at 43 Kenwood Avenue consists of a 10,652 square foot lot improved with a single-family residence constructed circa 1890. The petitioners propose to construct a 161 square foot second floor addition within the existing footprint to create a closet off the master bedroom. The proposed changes will further increase the nonconforming FAR, requiring a special permit.

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

- Zoning Review Application, prepared by Stephan Potts, architect, dated 8/2/2018
- FAR Worksheet, submitted 8/2/2018
- Plot Plan, prepared by GRE Surveying, surveyor, dated 7/23/2002
- Architectural Plans, prepared by Stanev Potts Architects, dated 8/2/2018

ADMINISTRATIVE DETERMINATIONS:

1. The applicants' existing FAR is .42, where .37 is the maximum allowed. The proposed addition adds 161 square feet to the dwelling, resulting in an FAR of .44. A special permit pursuant to Sections 3.1.9 and 7.8.2.C.2 is required to further increase the already nonconforming FAR.

SR2 Zone	Required	Existing	Proposed
Lot Size	10,000 square feet	10,667 square feet	No change
Frontage	80 feet	82 feet	No change
Setbacks			
• Front	25 feet	~30 feet	No change
• Side	7.5 feet	9.2 feet	No change
• Rear	15 feet	39.8 feet	No change
Max Number of Stories	2.5	2.5	No change
Height	36 feet	29.2 feet	No change
FAR	.37	.42	.44

1. See "Zoning Relief Summary" below:

Zoning Relief Required		
<i>Ordinance</i>		<i>Action Required</i>
§3.1.9, §7.8.2.C.2	Request to further increase nonconforming FAR	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