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Barney S. Heath  
Director

## ZONING REVIEW MEMORANDUM

Date: May 3, 2021

To: John Lojek, Commissioner of Inspectional Services

From: Jane Santosuosso, Chief Zoning Code Official  
Neil Cronin, Chief Planner for Current Planning

Cc: Scott and Amy Krentzman, Applicants  
Stephen J. Buchbinder, Attorney  
Barney S. Heath, Director of Planning and Development  
Jonah Temple, Associate City Solicitor

RE: Request to further increase nonconforming FAR

Applicant: Scott and Amy Krentzman	
Site: 26 Alba Circle	SBL: 72023 0038B
Zoning: SR2	Lot Area: 13,732 square feet
Current use: Single-family dwelling	Proposed use: No change

### BACKGROUND:

The property at 26 Alba Circle consists of a 13,732 square foot lot improved with a single-family dwelling constructed in 1950, with significant renovations done in 2004. The petitioners propose to construct a single-story addition to the side of the dwelling. The proposed addition 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 Stephen J. Buchbinder, submitted 3/17/2021
- Plan of Land, prepared by VTP, surveyors, dated 3/10/2021
- Architectural plans and elevations, prepared by Chamberlain & Laliberte Design Associates, architect, dated 3/1/2021

**ADMINISTRATIVE DETERMINATIONS:**

1. The petitioners intend to construct one- story side addition. The addition adds 490 square feet resulting in a total of 7,328 square feet. The existing nonconforming FAR is .53, where .34 is the maximum allowed per section 3.1.9. The proposed addition further increases the nonconforming FAR to .57, requiring a special permit pursuant to Sections 3.1.3, 3.1.9 and 7.8.2.C.2.

<b>SR2 Zone</b>	<b>Required</b>	<b>Existing</b>	<b>Proposed</b>
Lot Size	10,000 square feet	13,732 square feet	No change
Frontage	80 feet	113 feet	No change
Setbacks			
• Front	25 feet	25.1 feet	No change
• Side	7.5 feet	25.4 feet	8 feet
• Side	7.5 feet	7.5 feet	No change
• Rear	15 feet	18.8 feet	No change
Max Number of Stories	2.5	2.5	No change
Max Height	36 feet	32.5 feet	No change
FAR	.34	<b>.53</b>	<b>.57</b>
Max Lot Coverage	30%	25.1%	29.3%
Min. Open Space	50%	66.9%	62.7%

1. See “Zoning Relief Summary” below:

<b>Zoning Relief Required</b>		
<i>Ordinance</i>		<i>Action Required</i>
§3.1.3, §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