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Barney S. Heath
Director

ZONING REVIEW MEMORANDUM

Date: July 14, 2021

To: John Lojek, Commissioner of Inspectional Services

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

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

RE: Request to waive 2 parking stalls

Applicant: Tim Dreher	
Site: 405-411 Watertown Street	SBL: 14008 0001
Zoning: BU2	Lot Area: 3,871 square feet
Current use: Bank and? offices	Proposed use: Physical therapy office

BACKGROUND:

The property at 405-411 Watertown Street consists of a 3,871 square foot lot improved with a multi-tenant commercial building constructed in 1900. A physical therapy office is proposing to locate in the second story space, formerly occupied by offices associated with a bank. The proposed physical therapy office use increases the parking demand beyond the credit afforded by the previous use, requiring a special permit.

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

- Zoning Review Application, prepared by Tim Dreher, applicant, dated 6/10/2021
- Floor Plan, submitted 6/10/2021

ADMINISTRATIVE DETERMINATIONS:

1. The petitioner intends to occupy a 2,170 square foot space intended for a physical therapy office. The space includes three offices totaling 1,261 square feet and 909 square feet of common space including restrooms, hallways and stairwells and an elevator. Per section 5.1.4, a medical office requires one stall per 200 square feet. With 2,170 square feet, the proposed medical office requires 11 stalls. The previous general office use provides a parking credit of 9 stalls, having required one stall per every 250 feet ($2,170/250 = 9$ stalls). A waiver of two stalls is required per sections 5.1.4 and 5.1.13 for the change in use.

See "Zoning Relief Summary" below:

Zoning Relief Required		
Ordinance		Action Required
§5.1.4 §5.1.13	Request to waive 2 parking stalls	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