

APPLICATION FOR DRIVEWAY CUTS AND OPENINGS

CITY OF CAMBRIDGE



INSTRUCTIONS:

In order to obtain permission for a driveway cut or opening you must first get approval from the Department of Inspectional Services on the zoning requirements for off-street parking, including the cooperation of your immediate abutters.

To receive a review from Inspectional Services you must fill out Part I of the application. Be sure to draw your plot plan on Drawing 1, choosing the lot that represents your lot,s position, i.e. corner or interior. You must also include a sketch of the proposed driveway, including dimensions, on Drawing 2. You may then calculate the cost of the driveway by using the formula based on your chose of surfaces. You must also include signed forms from abutters on the sides and rear of the property and from all property owners located across the street(s) from the property.

Once you have gathered this information on the application, it should be submitted to:

**Zoning Officer
Inspectional Services
831 Massachusetts Avenue
Cambridge, MA 02139**

If the application is approved by Inspectional Services, it will then be sent on to Traffic and Parking, the Historical Commission and the Department of Public Works. If approved by Public Works, the application and backup will be sent to the City Council for their approval. Once the City Council approves, the driveway curb cut can be installed. However, the full cost of the cut must be paid to Public Works before the work will start.

If, however, Inspectional Services denies your application you may then appeal to the Zoning Board of Appeals.

DATE:

/ /

PART I:

Address of proposed curb cut or off-street parking facility: _____

Frontage: _____ Block and Lot: _____

Setback (distance from building to sidewalk): _____

Distance from proposed driveway to surrounding structures and property line: _____

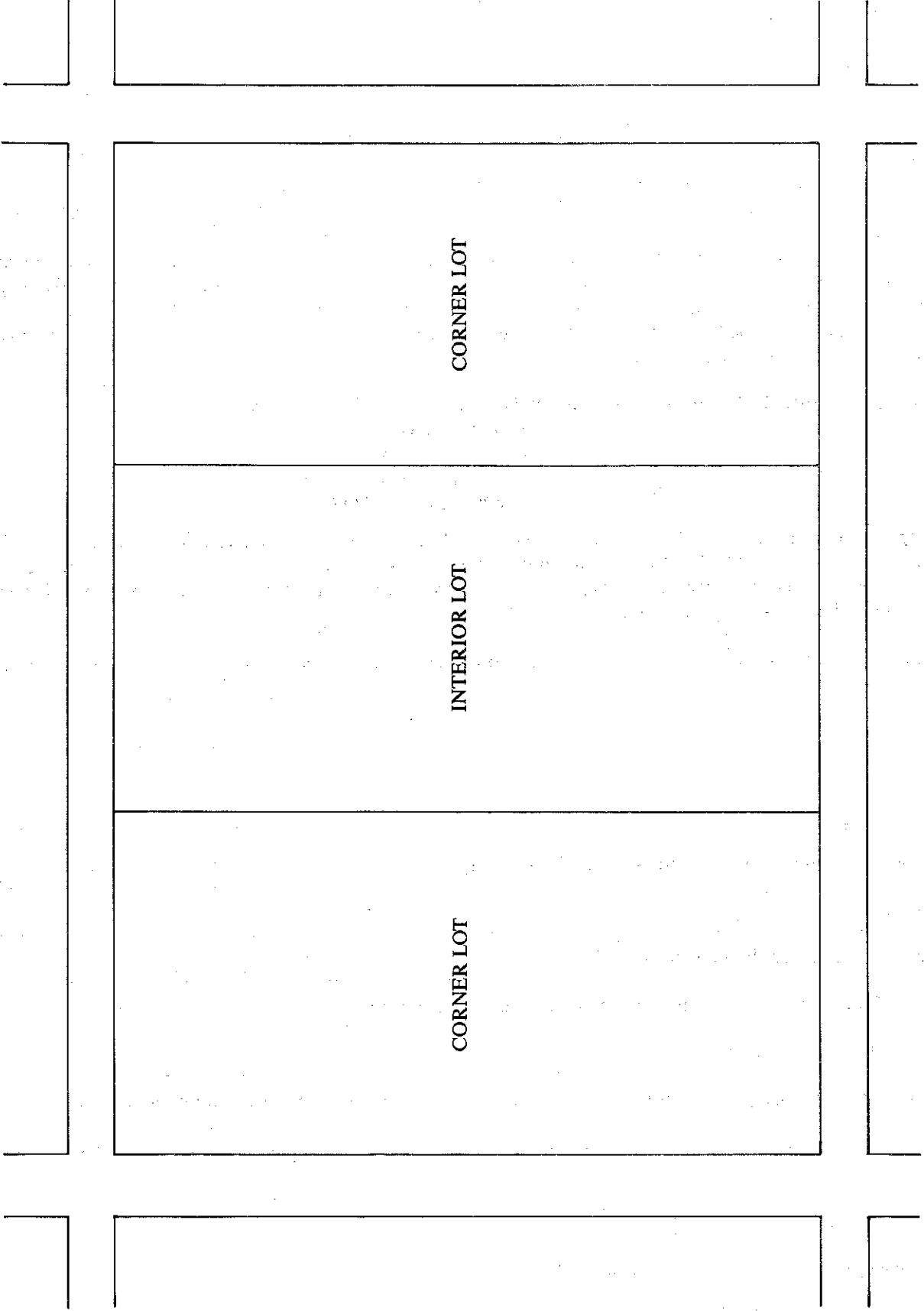
Dimensions of proposed driveway: _____

Location of any trees, sign posts, fire hydrants, utility poles, etc., in direct vicinity of proposed driveway: _____

- Plot plan is included
- Sketch of driveway with cost estimate is included
- All abuttor's forms are included

DRAWING 1:

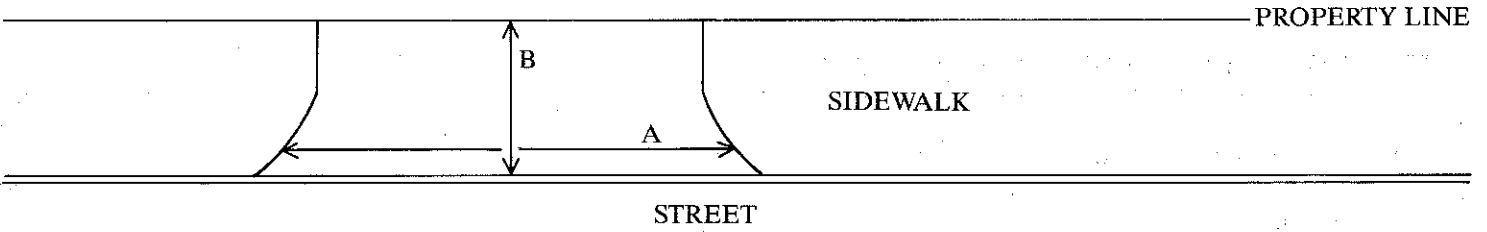
**PLEASE INDICATE LOCATION OF HOUSE AND DRIVEWAY.
BE SURE TO GIVE DIMENSIONS OF LOT.**



DRAWING 2:

SKETCH OF PROPOSED DRIVEWAY WITH COST ESTIMATE

CITY OF CAMBRIDGE



A = _____ FT. ÷ 3 = _____ YARDS

B = _____ FT. ÷ 3 = _____ YARDS

A × B = _____ SQUARE YARDS

COST ESTIMATE:

BRICK: _____ SQUARE YARDS × \$150/SQUARE YARD = \$ _____

BRICK ON CONCRETE: _____ SQUARE YARDS × \$85 /SQUARE YARD = \$ _____

CONCRETE: _____ SQUARE YARDS × \$90 /SQUARE YARD = \$ _____

ASPHALT: _____ SQUARE FEET × 1 TON/40 SQUARE FEET × \$125/TON = \$ _____

DEPARTMENT OF PUBLIC WORKS SCHEDULED DATE FOR CONSTRUCTION:

Box for date: / /

DEPARTMENT OF PUBLIC WORKS STATED FEE: \$ _____

The undersigned agrees to pay the stated fee for the driveway installation in full within two (2) weeks of the estimated starting date of construction before the Department of Public Works shall proceed with construction:

Owner's signature: _____ Date: _____

Address: _____

Funds Received: \$ _____

Check Number: _____

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PART II: INSPECTIONAL SERVICES DEPARTMENT

<input type="checkbox"/> Application approved	<input type="checkbox"/> Application denied
Reason: _____	
Signature: _____	Date: _____
Title: _____	

PART III: TRAFFIC AND PARKING DEPARTMENT

<input type="checkbox"/> Application approved	<input type="checkbox"/> Application denied
Reason: _____	
Signature: _____	Date: _____
Title: _____	

PART IV: HISTORICAL COMMISSION

<input type="checkbox"/> Application approved	<input type="checkbox"/> Application denied
Reason: _____	
Signature: _____	Date: _____
Title: _____	

PART V: PUBLIC WORKS DEPARTMENT

<input type="checkbox"/> Application approved	<input type="checkbox"/> Application denied
Reason: _____	
Signature: _____	Date: _____
Title: _____	