



## ACCEPTABLE PLANS FOR SIDEWALK DEPOSIT APPLICATION

One of the important steps in the sidewalk deposit application process is to assess the size and nature of the area that requires a deposit. In order to get this information without seeing the site plan in person, we are asking permittees to attach **either** a site plan with a detailed legend **or** a site plan with an accompanying engineer's letter **or** a plot plan with an accompanying detail. The area for which you provide a sidewalk deposit will be determined through the documents you provide. A description of each option is as follows:

### **1.A Site Plan With a Detailed Legend**

The first option is to provide a certified site plan with the correct sidewalk dimensions clearly visible and highlighted on a separate legend. This legend must include length, width and total area of the sidewalks covered by the deposit, as well as the number of pedestrian ramps within the sidewalk deposit area. If your project impacts the sidewalk on more than one street, the total area and number of pedestrian ramps must be shown. (Note: by December 1, a site plan and legend will be mandatory on all site plans reviewed by Boston Water & Sewer.)

A sample of this can be seen here: [Sample Site Plan with Legend](#)

### **2. A Site Plan With An Accompanying Engineer's Letter**

If a Site Plan does not have legends, you can provide, in addition to the plan, a stamped engineer's letter clearly stating the address and dimensions of the sidewalk deposit area for the project. Again, this must include the length, width & area as well as the number of pedestrian ramps within the sidewalk deposit area. The stamped engineer's plan should also include the total combined area. Here are examples of how the site plans and engineer's letters should look:

A sample of this can be seen here: [Sample Stamped Engineers Letter](#)

### **3. A Plot Plan With Accompanying Detail**

For locations without a Site Plan attached to the project or heavy equipment locations, the City will accept a copy of the plot plan, the property deed which can be found at [www.suffolkdeeds.com](http://www.suffolkdeeds.com), and the Frontage measurements from the City's Assessing department or at the discretion of the Permit Branch an image, (e.g. Google Street View) of the proposed sidewalk deposit area along with the measurements superimposed.