

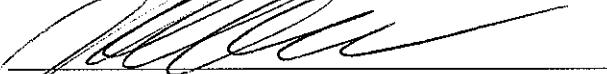
**TOWN OF MARBLEHEAD  
SITE PLAN APPROVAL APPLICATION  
PLANNING BOARD**

1. Property Address: 36 Crestwood Road, Marblehead, MA
2. Assessor Map 77 Lot 5B 3. Zoning District SSR – Shoreline Single Residence
4. Applicant: Jennifer P. Panza, Trustee of the Panza Family Realty Trust
5. Applicant's Address 36 Crestwood Road, Marblehead, MA 01945
6. Telephone Number: 512-423-0647 (Daytime) 386-366-4481 (Evening)
7. Email address: Jennifer.panza@gmail.com; Bob.Panza@technetics.com
7. Applicant's Representative Robert C. McCann, McCann & McCann, P.C.\*
8. List other permits required and status (e.g. Old & Historic Districts, Conservation, Board of Appeals, etc., obtained, scheduled, etc.)

Conservation Commission – Order of Conditions previously issued

Zoning Board of Appeals – Hearing to be scheduled July, 2020

\*89 Newbury Street, Suite 302, Danvers, MA 01923 rmccann@mccannlaw.com  
Tel: 978-739-8484; Fax: 978-739-8455

  
(Signature of Owner)

May 29, 2020  
(Date)

9. Name and mailing address and phone number that the legal advertisement should be billed to  
Name McCann & McCann, P.C.

Address 89 Newbury Street – Suite 302  
Danvers, MA 01923

Phone: 978-739-8484

**FOR TOWN USE ONLY**

Application Received \_\_\_\_\_ Submittal Deemed Complete \_\_\_\_\_

Waivers \_\_\_\_\_

Scheduled Hearing Date \_\_\_\_\_ File Number \_\_\_\_\_

**SITE PLAN APPROVAL CHECK LIST  
PLANNING BOARD**

Each Site Plan Approval Special Permit shall be accompanied by the following information:

- (1)   X   Six (6) copies of a Site Plan which shall be a certified plot plan at a minimum scale of 1"=40' and a maximum scale of 1"=20'. The Site Plan shall contain:
- (a)   X   Date of Plan with all revisions noted and dated
  - (b)   X   Title of Development/Project
  - (c)   X   North Arrow
  - (d)   X   Scale of Plan
  - (e)   X   Name and Address of record Owner
  - (f)   X   Name and Address of person preparing the Site Plan
  - (g)   X   The names of all owners of record of adjacent properties and the map and lot number of the properties and all buildings
  - (h)   X   Zoning District Boundaries and Flood Zone Boundaries
  - (i)   X   Boundaries of the property and lines of existing streets, lots, easements and right of ways
  - (j)   X   A locus map
  - (k)   X   A table indicating all calculations necessary to determine conformance to Bylaw regulations including current required and proposed regulations
  - (l)   X   Square footage of property
  - (m)   X   Location of existing and proposed buildings, walls, fences, culverts, parking areas, loading areas, walkways and driveways
  - (n)   X   Location and dimensions of all utilities
  - (o)   X   Location, type and dimensions of landscaping and screening
  - (p)   X   Location of significant site features
  - (q)   X   Contours
- (2)   X   Five (5) copies of dimensioned schematic drawings of all proposed buildings. Scale not to exceed 1/4"=1' nor less than 1/8"=1'.
- (3)   X   A narrative describing the proposal

The narrative must address the following: The extent to which:

- (a)** The architectural and design features are in harmony with the prevailing character and scale of buildings in the neighborhood and Town (such as but not limited to: building materials, screening, breaks in roof and wall lines, adequate light, air, circulation and separation between buildings).
- (b)** The character of the site is preserved (such as but not limited to: protection of historical and natural resources and existing terrain, minimization of grade changes, tree and soil removal).

- (c) Vehicular and pedestrian movement within the site are convenient and safe (such as but not limited to: traffic patterns, circulation, location of driveway openings, parking, loading, access by emergency vehicles, and visibility of and identity of street address numbers).
- (d) External emissions from the site are minimized or eliminated (such as but not limited to: erosion, surface water runoff, pollution, sewage, disposal of refuse, odors, noise, glare, light and any other environmental impacts).
- (e) The adverse effects on abutting lots, the immediate neighborhood and the Town of Marblehead are minimized including (such as but not limited to: conflicts between residential, commercial and industrial uses, obstructions of views, increases in use of Town services and impact on Town infrastructure).
- (4)   X   A completed application form
- (5)  \$450.00  An application fee (the fee is calculated by taking the construction cost and multiplying by .001. *Example 350,000 construction cost x .001 = \$350 FEE*  
The minimum fee is \$200 and the maximum fee is \$1000)

Applicants should refer to the Marblehead Zoning Bylaw 200-37 – Special Permit for Site Plan Approval for more detailed information on Site Plan Approval.

Narrative to Accompany  
Site Plan Approval Application  
36 Crestwood Road  
Marblehead, MA 01945

The property located at 36 Crestwood Road is located in a Shoreline Single Residence (SSR) Zoning District. The LOT has 40,000 square feet of land above mean high water (10,000 square feet required) and Lot Frontage of 114.93 feet (100 feet required). The Lot therefore conforms to the Dimensional Regulations of the By-Laws.

A pre-existing non-conforming single-family dwelling exists on the Lot. The dwelling has less than the left Side Yard Set Back (21.7 feet) but conformed to the Side Line Set Back when of 15 feet when it was constructed in approximately 1900. The existing Height of the dwelling is 37.3 feet (30 feet allowed). The Height is driven by the topography of the land which drops from elevation 63 at the street side of the house to elevation 49 at the water side of the dwelling, or approximately 14 feet. The excess Height is a result of the measurement from the "lowest" point to the ridge line of the roof.

The Applicant proposes to add a second story to the right side of the dwelling, above the existing first story. The foundation of the dwelling will not change. The proposed second story will be no higher than the existing ridge line of the second floor. The addition will contain a master bedroom, bathroom, closet and laundry.

There will be other changes to the exterior of the dwelling and the site which will include:

- A replacement and expansion of the existing waterside deck;
- Installation of a storage area on the waterside of the dwelling;
- Installation of a roofed entry at the front door in place of existing steps and landing;
- Removal and relocation of driveway and garage door entry;
- General renovations as described on the plans submitted with the Application.

The architectural and design features are in harmony with the prevailing character and scale of buildings in the neighborhood and Town and have been designed to conform to the current architecture of the existing dwelling.

The character of the site is preserved as the general site will remain and the addition will not impact the site, itself. There are changes to the retaining walls shown on the Site Plan.

Vehicular and pedestrian movement within the site, except for the relocation of the driveway, are being preserved.

There will be no external emissions.

As the existing dwelling is being preserved, and as the resulting open space ration will be 6.72 : 1.00, there will be no adverse impact on the neighborhood and the Town of Marblehead

Town of Marblehead  
**ZBA-APPLICATION**  
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Revision Date: 12-14-2015

Project Address 36 Crestwood Road, Marblehead, MA Map(s) / Parcel(s) 77 - 5B

**NET OPEN AREA (NOA)**

	<b><u>EXISTING</u></b>	<b><u>PROPOSED</u></b>
Lot area = A	40000	40000
Area of features		
footprint of accessory building(s)	0	0
footprint of building	1920	1920
footprint of deck(s), porch(es), step(s), bulkhead(s)	570	878
number of required parking spaces _____ x (9'x 20' per space)	324	324
area of pond(s), or tidal area(s) below MHW	0	0
other areas (explain) _____	0	0
Sum of features = B	2814	3122
Net Open Area (NOA) = (A - B)	37186	36878

**GROSS FLOOR AREA (GFA)**

accessory structure(s)	0	0
basement or cellar (area >5' in height)	1340	1340
1st floor (12' or less in height) NOTE: [for heights exceeding	1340	1340
2nd floor (12' or less in height) 12' see definition	1105	1930
3rd floor (12' or less in height) of STORY §200-7]	0	0
4th floor (12' or less in height)	0	0
attic (area >5' in height)	0	0
area under deck (if >5' in height)	520	792
roofed porch(es)	50	86
Gross Floor Area (GFA) = sum of the above areas	4355	5488

<b><u>Proposed total change in GFA</u></b> = (proposed GFA - existing GFA)	=	1133
<b><u>Percent change in GFA</u></b> = (proposed total change in GFA ÷ existing GFA) x 100	=	26.0 %
<b><u>Existing Open Area Ratio</u></b> = (existing NOA ÷ existing GFA)	=	8.54
<b><u>Proposed Open Area Ratio</u></b> = (proposed NOA ÷ proposed GFA)	=	6.72

This worksheet applies 1. plan by/dated North Shore Survey Dated April 23, 2020  
to the following plan(s): 2. plan by/dated Red Barn Architecture dated April 15, 2020  
3. plan by/dated \_\_\_\_\_

Building Official \_\_\_\_\_ Date \_\_\_\_\_