# Town of Kittery Planning Board Meeting November 18, 2021

#### ITEM 8—32 Mendum Ave—Shoreland Development Plan Review

Action: Accept or deny application as complete; continue application to a subsequent meeting, set public hearing and/or site walk (discretionary), or approve or deny application: Pursuant to 16.3 Land Use Regulations, §16.10.3.2 Shoreland Development Review and Article III Nonconformance of §16.7 General Development Requirements of the Town of Kittery Land Use and Development Code, owners Daniel D. Sullivan and Michelle A. Sullivan and applicant / agent Steven Ellis requests approval to replace a legally nonconforming deck and patio in kind on a legally nonconforming lot within the base zone setback of the Shoreland Overlay Zone located on real property with the address of 32 Mendum Ave., Tax Map 3, Lot 50, in the Residential-Urban (R-U) Zone and the Shoreland (OZ-SL-250), Resource Protection (OZ-RP) Overlay Zones.

#### PROJECT TRACKING

REQ'D	ACTION	COMMENTS	STATUS
No	Sketch Plan	Not Pursued	N/A
No	Site Visit	TBD	TBD
Yes	Completeness/Acceptance	November 18, 2021	PENDING
No	Public Hearing	May occur on December 9, 2021, if acted on	TBD
Yes	Final Plan Review and Decision	May occur on November 18, 2021	TBD

Applicant: Prior to the signing of the approved Plan any Conditions of Approval related to the Findings of Fact along with waivers and variances (by the BOA) must be placed on the Final Plan and, when applicable, recorded at the York County Registry of Deeds. PLACE THE MAP AND LOT NUMBER IN 1/4" HIGH LETTERS AT LOWER RIGHT BORDER OF ALL PLAN SHEETS. As per Section 16.4.4.13 - Grading/Construction Final Plan Required. - Grading or construction of roads, grading of land or lots, or construction of buildings is prohibited until the original copy of the approved final plan endorsed has been duly recorded in the York County registry of deeds when applicable.

### **Project Introduction**

32 Mendum Avenue ("Property") is located along the bank of the Piscataqua River within the Residential- Urban (R-U) zoning district and Shoreland (OZ-SL-250). Resource Protection (OZ-RP) Overlay Zones. The property is a legally nonconforming lot, containing a legally non-conforming dwelling unit, as the lot's area is approximately 8,412-sf (0.2-ac), whereas the Residential-Urban's dimensional standard calls for 20,000-sf (0.45-ac) and the dwelling unit positioned completely within the base zone setback (100-ft.) of the Shoreland Overlay Zone along with other accessory structures and impervious surfaces. The purpose of this application is to replace in-kind the existing deck (273-sf) and patio pavers / walkway (appox.435.5-sf) with no other development / expansions proposed.

## **Application Review**

Considering the proposed development is both within the Shoreland and Resource Protection Overlay Zones, the applicant had to apply for Planning Board review. As stated in the introduction, the no expansion is to take place rather only a replacement in kind is to occur. The applicant is requesting a waiver from §16.10.5.2.B as there the project is not extensive and no additional hardships to the overlay zones are planned for this project. As a side note, the KPA did approve a dock/pier application in 2020, which didn't propose any upland development.

## Discussion, next steps, and recommendations

Overall, the application appears to conform with the standards outlined in §16.3, 16.7 & §16.10. The Planning Board could have a discussion on some areas to potentially revegetate in order to reduce the total impervious surface area of the lot. That being said, the only variation for this application is the waiver request, which appears reasonable. Planning Board needs to determine if the application is complete, if so, then decide if a public hearing / site walk is needed. If a public hearing / site walk is not pursued, a final vote to waiver certain standards and on the application itself may occur.

#### **Recommended motions**

Below are recommended motions for the Board's use and consideration:

#### Motion to continue application

Move to continue the shoreland development application to the December 9, 2021 Planning Board meeting from owners Daniel D. Sullivan and Michelle A. Sullivan and applicant / agent Steven Ellis requesting approval to replace a legally nonconforming deck and patio in kind on a legally nonconforming lot within the base zone setback of the Shoreland Overlay Zone located on real property with the address of 32 Mendum Ave., Tax Map 3, Lot 50, in the Residential-Urban (R-U) Zone and the Shoreland (OZ-SL-250), Resource Protection (OZ-RP) Overlay Zones.

#### Motion to schedule a site walk

Move to schedule a site walk on \_\_\_(insert date)\_\_\_ at \_\_\_(insert time)\_\_\_ on real property with the address of 32 Mendum Ave., Tax Map 3, Lot 50, for the purpose of the Planning Board to better understand the site conditions and proposed shoreland development application filed by owners Daniel D. Sullivan and Michelle A. Sullivan and applicant / agent Steven Ellis

#### Motion to schedule a public hearing

Move to schedule a public hearing on December 9, 2021 at 6:00 pm to consider a shoreland development application from owners Daniel D. Sullivan and Michelle A. Sullivan and applicant / agent Steven Ellis requesting approval to replace a legally nonconforming deck and patio in kind on a legally nonconforming lot within the base zone setback of the Shoreland Overlay Zone located on real property with the address of 32 Mendum Ave., Tax Map 3, Lot 50, in the Residential-Urban (R-U) Zone and the Shoreland (OZ-SL-250), Resource Protection (OZ-RP) Overlay Zones.

#### Motion to approve

Move to approve the shoreland development application from owners Daniel D. Sullivan and Michelle A. Sullivan and applicant / agent Steven Ellis requesting approval to replace a legally nonconforming deck and patio in kind on a legally nonconforming lot within the base zone setback of the Shoreland Overlay Zone located on real property with the address of 32 Mendum Ave., Tax Map 3, Lot 50, in the Residential-Urban (R-U) Zone and the Shoreland (OZ-SL-250), Resource Protection (OZ-RP) Overlay Zones.

## Kittery Planning Board Findings of Fact For 32 Mendum Ave Shoreland Development Plan Review

**WHEREAS**: owners John A. Brady and Lise B. Sequin and applicant / agent Tyler Jackson requests approval to expand legally non-conforming structures on a legally non-conforming lot within the base zone setback of the Shoreland Overlay Zone located on real property with the address of 31 Water Street, Tax Map 1, Lot 52, in the Residential-Urban (R-U) Zone and the Shoreland (OZ-SL-250), Resource Protection (OZ-RP) and Commercial Fisheries/Maritime Uses Overlay Zones.

REQ'D	ACTION	COMMENTS	STATUS
No	Sketch Plan	Not Pursued	N/A
No	Site Visit	TBD	TBD
Yes	Completeness/Acceptance	November 18, 2021	PENDING
No	Public Hearing	May occur on December 9, 2021, if acted on	TBD
Yes	Final Plan Review and Decision	May occur on November 18, 2021	TBD

And pursuant to the application and plan and other documents considered to be a part of a plan review decision by the Planning Board in this Finding of Fact consisting of the following (hereinafter the "Plan"):

1. Shoreland Development Plan Application, dated

**NOW THEREFORE,** based on the entire record before the Planning Board and pursuant to the applicable standards in the Land Use and Development Code, the Planning Board makes the following factual findings and conclusions:

#### FINDINGS OF FACT

16.3.2.17.D(1)(D)

#### **Chapter 16.3 LAND USE ZONE REGULATIONS**

Standard: The total footprints of the areas devegetated for structures, parking lots and other impervious surfaces, m	us
not exceed twenty (20) percent of the lot area, including existing development, except in the following zones	

**Finding:** The applicant is requesting a waiver to calculate the existing devegtation rate, as no expansion is to occur.

**Conclusion:** The standard appears to be met.

	Vote:	in favor	_against	_abstaining
16.3.2.17.D(2)(b)				
Standard: Accessory patios or decks no larger than 50	00 square f	eet in area mi	ist be set ba	ck at least 75 feet from the
		1 1 1	<i>c</i>	

**Standard:** Accessory patios or decks no larger than 500 square feet in area must be set back at least /5 feet from the normal high-water line of any water bodies, tributary streams, the upland edge of a coastal wetland, or the upland edge of a freshwater wetland. Other patios and decks must satisfy the normal setback required for principal structures in the Shoreland Overlay Zone.

**Finding:** The proposed deck will remain within its current footprint of 273-sf and the patio/walkway at 435.5-sf. **Conclusion:** The standard appears to be met.

	Vote:	_in favor	against	_abstaining
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## Chapter 16.7 GENERAL DEVELOPMENT REQUIREMENTS

Article III Nonconforman	ce		
	Vote:_in favor	against	abstaining
§16.7.3.3.C(1)			
Standard: In the Shoreland or Resource Protection Overlay Zone(s), than the required setback from a water body, tributary stream, or condamaged or destroyed, by any cause, by more than 50% of the redestruction or removal, may be reconstructed or replaced provided to find damage, destruction, or removal, and provided that such reconstructed by tributary stream or coastal or freshwater wetland set be determined by the Planning Board. In determining whether the structure practical extent the Planning Board must consider, in addition to the relocation, the physical condition and type of foundation present, if	oastal or freshwater narket value of the hat a permit is obtain onstruction or replace ack requirement to ture reconstruction is 16.7.3.3.	wetland and whi structure before ned within 18 monement is in comp the greatest pracents the setback	ch is removed, such damage, of the date liance with the tical extent as to the greatest
Finding: It appears that there is no other practical location to pla	ce the deck and pati	o and both struc	tures meet the
setback to the greatest practical extent.			
<b>Conclusion:</b> The requirement appears to be met.		• .	
	Vote:_in favor	against	abstaining
Chapter 10 DEVELOPMENT PLAN APPLICA Article 10 Shoreland Developm 16.10.10.2 Procedure for Administering Permits	nent Review		
D. An application will be approved or approved with conditions if the on the information presented. It must be demonstrated the proposed <b>Standard:</b> 1. Maintain safe and healthful conditions;		makes a positive	e finding based
	11 .1 .1		
<b>Finding:</b> The proposed development as represented in the plans and impact and will maintain safe and healthful conditions.	application does not	appear to have a	in adverse
Conclusion: This requirement appears to be met			
	Vote:in favor	against	abstaining
<b>Standard</b> : 2. Not result in water pollution, erosion or sedimentation	to surface waters;		
<b>Finding:</b> Maine DEP Best Management practices will be followed preparation and building construction to avoid impact on adjacent revegetated.			
Conclusion: This requirement appears to be met			
	Vote:in favor	against_	abstaining
<b>Standard:</b> 3. Adequately provide for the disposal of all wastewater;			
<b>Finding:</b> The proposed development includes a wastewater disposal	system (sewer conn	ection)	
<b>Conclusion:</b> This requirement appears to be met.			
	Vote: in favor	against	abstaining
<b>Standard:</b> 4. Not have an adverse impact on spawning grounds, fish	n, aquatic life, bird o	r other wildlife h	abitat;
<b>Finding:</b> The proposed development does not appear to have an adv	erse impact		

**Standard:** 5. Conserve shore cover and visual, as well as actual points of access to inland and coastal waters;

Vote:\_in favor\_

abstaining

\_against\_

Conclusion: This requirement appears to be met.

<b>Finding:</b> The application will not modify any element that would dwaters.	legrade shore cover as	s well as access t	o coastal
Conclusion: This requirement appears to be met.			
	Vote:_in favor	against	abstaining)
<b>Standard:</b> 6. Protect archaeological and historic resources;			
Finding: There appears to be no archaeological and historical resou	arces on the lot.		
Conclusion: This requirement appears not applicable.			
	Vote:_in favor	against	abstaining
<b>Standard:</b> 7. Not adversely affect existing commercial fishing or m activities district;	aritime activities in a	commercial fish	neries/maritime
Finding: The proposed development does not adversely impact exi	sting commercial fish	ning or maritime	activities.
Conclusion: This requirement appears to be met.			
	Vote:_in favor	against	abstaining
<b>Standard:</b> 8. Avoid problems associated with floodplain developme	ent and use;		
Finding: The property is partly designated as a Zone AE-100 year floor	dplain by FEMA Floo	d Zone standards	and is defined
as a Special Flood Hazard Area (SFHA) along the small portions of t	the lot abutting the hig	ghest annual tide	The proposed
development is located outside the SFHA, yet future monitoring	-		_
waterway and surrounding environment. In short, the proposed ap	plication does not ap	pear to have an	impact on the
current floodplain or flood-prone area.			
<b>Conclusion:</b> This requirement appears to be met.			
<b>A A</b>	Vote:_in favor_	against	abstaining
<b>Standard:</b> 9. Is in conformance with the provisions of this code;			
<b>Finding:</b> The proposed development complies with the applicable s	standards of Title 16.		
Conclusion: This requirement appears to be met.			
	Vote:_in favor	against	<u>abstaining</u>
Standard: 10. Be recorded with the York county Registry of Deeds.	•		
Finding: A plan suitable for recording will not be prepared.			

Vote:\_in favor\_\_\_\_

\_against\_

\_abstaining

Conclusion: This standard is not applicable as a waiver was requested from the applicant.

**NOW THEREFORE,** the Kittery Planning Board adopts each of the foregoing Findings of Fact and based on these Findings determines the proposed Development will have no significant detrimental impact, and the Kittery Planning Board hereby grants final approval for the Development at the above referenced property, including any waivers granted or conditions as noted.

**Waivers:** §16.10.5.2.B

#### **Conditions of Approval**

- 1. No changes, erasures, modifications or revisions may be made to any Planning Board approved final plan. (Title 16.10.9.1.2)
- 2. Applicant/contractor will follow Maine DEP Best Management Practices for all work associated with site and building construction to ensure adequate erosion control and slope stabilization
- 3. With the exception of the vegetation identified on the plan for removal, no vegetation will be removed without prior approval by the Code Enforcement Officer or the Shoreland Resource Officer. Efforts to protect existing vegetation must be in place prior to grading or construction. The rock fill shall not replace existing vegetation.
- 4. Incorporate any plan revisions as recommended by Staff or the Planning Board and submit for Staff review prior to the issuance of a building permit.
- 4. All Notices to Applicant contained herein (Findings of Fact dated 11/18/2021).

The Planning Board authorizes the Planning Board Chair, or Vice Chair, to sign the Final Plan and the Findings of Fact upon confirmation of required plan changes.

Vote:in favoragainstabstaining
APPROVED BY THE KITTERY PLANNING BOARD ON
Dutch Dunkelberger, Planning Board Chair

#### **Notices to Applicant:**

1. This approval by the Town Planning Board constitutes an agreement between the Town and the Developer, incorporating as elements the Development Plan and supporting documentation, the Findings of Fact, and any Conditions of Approval.

#### **Appeal of Decision:**

1. Per Title 16.6.2.A - An aggrieved party with legal standing may appeal a final decision of the Planning Board to the York County Superior Court in accordance with Maine Rules of Civil Procedures Section 80B, within forty-five (45) days from the date the decision by the Planning Board was rendered.





#### SDP-21-5

**Shoreland Development Plan Application** 

Status: Active Date Created: Oct 25, 2021

#### **Applicant**

STEVEN ELLIS steveelliscontracting@gmail.com PO Box 583 Seabrook, NH 03874 603-234-9735

#### Location

32 MENDUM AVENUE KITTERY, ME 03904

#### Owner:

Dan Sullivan 32 MENDUM AVENUE KITTERY, ME 03904

#### **Project Information**

#### Size of Waterbody

Unknown

Will this project create one acre or more of disturbed area? If yes, you will be required to file a MDEP Notice of Intent to Comply with the Maine Construction Permit. Excavation will require a Maine Dep certified contractor in erosion control measures.

No

#### Full description of the project

Dig 12" Sono tubes to support front and back deck, 48" below grade. Remove old Pavers and replace in same footprint with new Belgard Urban Pavers

Lot Size (SF) Base Zone

0.2 Residential-Rural (R-RL)

#### Overlay Zone(s)

OZ-SL-250 Shoreland Overlay Zone\\tWater Body/Wetland Protection Area 250'

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OZ-SL-75 Shoreland Overlay Zone Stream Protection Area 75'

**OZ-CFMU Commercial Fisheries/Maritime Uses Overlay Zone** 

 $\Box$ 

**OZ-RP Resource Protection Overlay Zone** 

Project within buffer of overlay zone?

WITHIN 100FT or 75FT (0-100FT from Highest Annual Tide) see sect. A, B, C, D, F Planning Board Review

A. Devegetated Area - Parcel Devegetation

% Allowed (Enter 20%, 50%, 60% or 70% per narrative above)

0

Existing (sf) Devegated Area within 250' Shoreland Overlay Zone

0

Proposed (sf) Devegated Area within 250' Shoreland Overlay Zone

©% Existing Devegated Area within 250' Shoreland Overlay Zone

% Proposed Devegated Area within 250' Shoreland Overlay Zone

0

#### B. Building Footprint - Principle and Accessory Structures

Structure distance from Highest Annual Tide or upland edge of wetland (FT)

0

Building Coverage Existing (sf) (%) Building Coverage Allowed

Builing Coverage Proposed (sf) (%) Building Coverage Existing

(%) Building Coverage Proposed (%) Increase of Coverage

0

Type of Construction Value (\$) of Construction

Maintenance/repair

C. Building Height

Bldg. Height Existing (FT) Bldg. Height Proposed (FT)

0

#### D. Certifications

I certify I have provided, to the best of my knowledge, information requested for this application that is true and correct and I will not deviate from the Plan submitted without notifying the Code Enforcement Departments of any changes.

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I understand an approved Shoreland Development Plan must be recorded in the York Country Registry of Deeds and I am responsible for incurred costs.

 $\mathbf{V}$ 

I understand calculations for area, volume, and de-vegetated areas must be included on the final plan and certified by a State of Maine registered architect, landscape architect, engineer, or land surveyor

**V** 

#### **Applicant** is

Owner's Agent

#### **Attachments**



Scan.jpeg

Uploaded by STEVEN ELLIS on Oct 25, 2021 at 11:23 am

pdf Plot Plan 32 Mendum.pdf

Uploaded by STEVEN ELLIS on Oct 25, 2021 at 11:23 am

pdf 32 Mendum.pdf

Uploaded by STEVEN ELLIS on Oct 25, 2021 at 11:24 am

pdf Deed.pdf

Uploaded by STEVEN ELLIS on Nov 3, 2021 at 11:56 am



Payment Shoreline.jpeg Uploaded by STEVEN ELLIS on Nov 11, 2021 at 5:54 pm

#### History

Date	Activity
Oct 21, 2021 at 7:41 am	STEVEN ELLIS started a draft of Record SDP-21-5
Oct 25, 2021 at 11:24 am	STEVEN ELLIS added attachment 32 Mendum.pdf to Record SDP-21-5
Oct 25, 2021 at 11:25 am	STEVEN ELLIS submitted Record SDP-21-5
Oct 25, 2021 at 11:25 am	approval step Application Completeness Review was assigned to Bart McDonough on Record SDP-21-5
Nov 3, 2021 at 11:56 am	STEVEN ELLIS added attachment Deed.pdf to Record SDP-21-5
Nov 3, 2021 at 12:43 pm	STEVEN ELLIS added attachment Waiver Request.doc to Record SDP-21-5
Nov 11, 2021 at 11:19 am	Bart McDonough approved approval step Application Completeness Review on Record SDP-21-5
Nov 11, 2021 at 5:54 pm	STEVEN ELLIS added attachment Payment Shoreline.jpeg to Record SDP-21-5

#### Timeline

Label		Status	Activated	Completed	Assignee	Due Date
~	Application Completeness Review	Complete	Oct 25, 2021 at 11:25 am	Nov 11, 2021 at 11:19 am	Bart McDonough	-
•	Shoreland Application Payment	Active	Nov 11, 2021 at 11:19 am	-	-	-
<b>~</b>	Code Dept Approval - Final Plan	Inactive	-	-	-	-
~	Final Plan Uploaded to ViewPoint Account	Inactive	-	-	-	-

## Property Card: 32 MENDUM AVENUE

Town of Kittery, ME



#### **Parcel Information**

Parcel ID: 3-50 Map: 3
Vision ID: 275 Lot: 50

Owner: SULLIVAN, DANIEL D
Co-Owner: SULLIVAN, MICHELLE A
Use Description: SFR WATER MDL-01
Zone: R-U

KITTERY, ME 03904

Mailing Address: 32 MENDUM AVENUE

Sale History Assessed Value

Book/Page: 18715 - 0096
Sale Date: 6/25/2021
Sale Price: \$1,240,000

Extra Bldg Features: \$1,000
Outbuildings: \$18,900

No. Half Baths: 0

Total: \$697,900

#### **Building Details: Building #1**



Model: Residential Int Wall Desc 1: Drywall/Sheet Living Area: 1560 Int Wall Desc 2:

Appr. Year Built: 1950 Ext Wall Desc 1: Wood Shingle

Land Area in Acres: 0.2

Style: Cape Cod Ext Wall Desc 2:

Stories: 1.5 Roof Cover: Asph/F Gls/Cmp
Occupancy: 1 Roof Structure: Gable/Hip
No. Total Rooms: 8 Heat Type: Hot Water
No. Bedrooms: 4 Heat Fuel: Oil
No. Baths: 2 A/C Type: None

Return to: Daniel D. and Michelle A. Sullivan 32 Mendum Avenue Kittery, ME 03904 NANCY E HAMMOND, REGISTER OF DEEDS
E-RECORDED

Bk 18715 PG 96
Instr # 2021036718
06/28/2021 02:20:35 PM
Pages 2 YORK CO

#### WARRANTY DEED

KNOW ALL PERSONS BY THESE PRESENTS: That Christine B. Ludeking, Trustee of the Christine B. Ludeking 2012 Revocable Trust, of 80 Whitehall Road, South Hampton, NH 03827, for consideration paid grants to Daniel D. Sullivan and Michelle A. Sullivan, of 246 Piscassic Road, Newfields, NH 03856, as joint tenants with rights of survivorship, with WARRANTY COVENANTS:

A certain tract or parcel of land with the buildings thereon, situated in the Town of Kittery, County of York and State of Maine, being a part of Lot No. 16 on a Plan of Lots for C.A. Jackson in said Kittery, York County, Maine, July 1940, by C.S. Gerrish, C.E., filed in the York County Registry of Deeds at Plan Book 17, Page 3, being bounded and described as follows:

Beginning on the roadway called Mendum Avenue, at the line of land now or formerly belonging to one Shirley Holt;

- 1. Westerly, 120 feet, more or less, to the Piscatagua River;
- 2. Southerly, 75 feet, more or less, to the line of Lot No. 17;
- 3. Easterly, 95 feet, more or less, to Mendum Avenue;
- 4. Northerly, 68 feet to the place of beginning.

Subject to any and all matters as shown on Plan Book 17, Page 3.

Meaning and intending to describe and convey the same premises conveyed to Christine B. Ludeking, Trustee of the Christine B. Ludeking 2012 Revocable Trust udt January 18, 2012, by virtue of a Deed from Robert P. Melanson, Jr., dated December 6, 2018, and recorded at the York County Registry of Deeds in Book 17857, Page 502.

RE: 2021-109 Page 1 of 2

I hereby covenant that said Trust is duly organized under the laws of the State of New Hampshire; that I am the sole trustee pursuant to said Declaration of Trust; that said Trust is still in full force and effect; that I have the power thereunder to convey as aforesaid; and that, in making this conveyance, I have, in all respects, acted pursuant to the authority vested in and granted to me therein.

Executed this 25th day of June 2021

Christine B. Ludeking, Trustee of the Christine B.

1

Ludeking 2012 Revocable Trust

State of New Hampshire County of Rockingham

Then personally appeared before me on this 25th day of June 2021, the said Christine B. Ludeking, Trustee of the Christine B. Ludeking 2012 Revocable Trust and acknowledged the foregoing to be her voluntary act and deed.

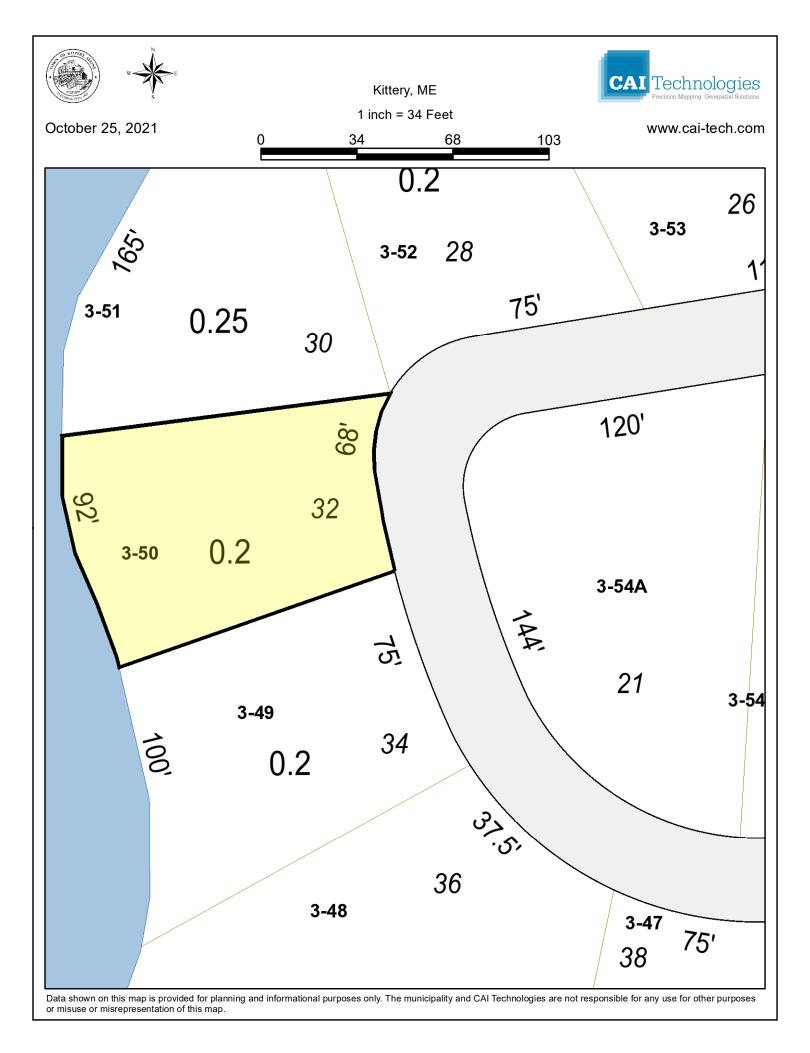
COMMISSION
EXPIRES
APRIL 21, 2026

AMPSHIRM
AMPS

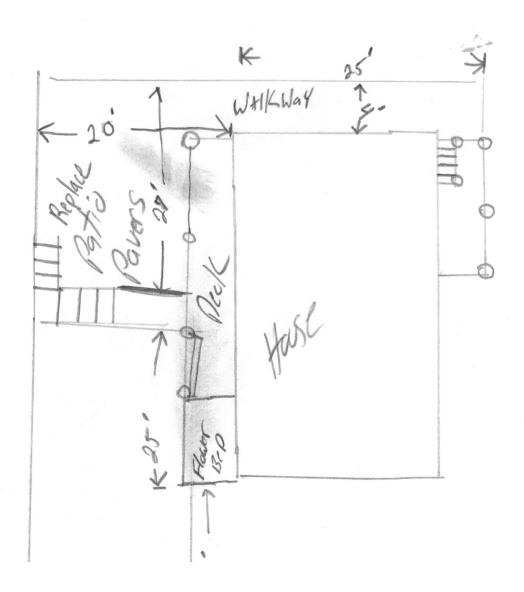
Notary Public/Justice of the Peace

Commission expiration:

RE: 2021-109 Page 2 of 2



New 12" Some Tebes Replace Existing Pavas



https://rolb.santanderbank.com/OnlineBanking/money-movement/billpay/payment-center

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