



Phone: 207-439-0452 ext 301  
Email: [kpa@kitteryme.org](mailto:kpa@kitteryme.org)  
[www.kitteryme.gov](http://www.kitteryme.gov)

## KITTERY PORT AUTHORITY

### Meeting Agenda June 3, 2021 6:00 P.M.

1. Call to Order / Attendance
2. Pledge of Allegiance
3. Agenda Amendments and Adoption
4. Acceptance of Previous Minutes: May 6, 2021
5. Harbormaster Report and Budget Report
6. All Items involving Town Officials or invited guests
7. Public Hearing
  - a. The Kittery Port Authority moves to approve an application and hold a public hearing from Bryan Cormier, 12 Goose Point Road, Kittery Point, ME 03905 (Map 34, Lot 16) to add a 2' x 50' raised walkway and a 5' x 20' float.
  - b. The Kittery Port Authority moves to approve an application and hold a public hearing from James Lynch, 178 Whipple Road, Kittery, ME 03904 (Map 17, Lot 22) to replace an existing 67.5' x 5' pier, 24' x 3' gangway, 40' x 10' float, 11.5 x 7' existing deck and a 22' x 12' boat house. Agent is Matt Cardin, Cardin Environmental.
  - c. The Kittery Port Authority moves to hold a public hearing to approve added language to the Rules and Regulations for kayak rental storage at Traip Academy Boat Ramp and set fees for the same in Appendix A.
8. Piers, Wharves & Floats
  - a. The Kittery Port Authority moves to accept an application from Scott Moffat, 144 Rogers Road, Kittery, Maine 03904 (Map 22, Lot 31) for the construction of a 6' x 90' pier, 3' x 45' aluminum ramp, and a 12' x 30' float.
9. Public Segment (Three Mins.)
10. Unfinished Business

11. New Business

a. Request from the harbormaster to approve an emergency rule requiring children 10 and under to wear a lifejacket while on town owned ramps and floats.

b. The Kittery Port Authority moves to hear an appeal of mooring revocation from Elizabeth Ewing, mooring 100 in Pepperrell Cove.

12. Committee and Other Reports

a. Communications from the Chairperson

\* The Chair approved an in-kind repair replacement from Joseph R Smith Jr., 5 Duncan Way, Kittery Point, ME 03905 (Map 18, Lot 3) to repair supports under an existing pier.

13. Board Member Issues or Comments

14. Executive Session

15. Adjournment

1 1. Call to Order / Attendance

2 Chair Philbrook called meeting to order at 6:00 p.m.

3 Members present: Chair Philbrook, Vice Chair Patten, Bryan Bush, Niles Pinkham, Alan  
4 Johnston, Steve Lawrence and John McCollett.

5 2. Pledge of Allegiance

6 3. Agenda Amendments and Adoption

7 Under 8. Piers, Wharves & Floats remove from agenda item a. The Kittery Port  
8 Authority moves to accept an application from Joseph R. Smith Jr., 5 Duncan Way,  
9 Kittery Point, Maine 03905 (Map 18, Lot 3) to add an 8' x up to 5.5' privacy fence to an  
10 existing structure. Under 11. New Business adding two letters of appeal for non-  
11 payment of mooring fees.

12 Chair Philbrook cast one vote for the agenda as amended.

13 4. Acceptance of Previous Minutes: April 1, 2021

14 Line 16 HMUW corrected to UHMW.

15 Chair Philbrook moved to approve April 1, 2021 minutes as amended, seconded by Mr.  
16 Lawrence.

17 Chair Philbrook, Vice Chair Patten, Mr. Bush, Mr. Pinkham, Mr. Johnston, Mr. Lawrence  
18 voted to approve.

19 Mr. McCollett abstained

20 Motion Carried 6-0-1

21 5. Harbormaster Report and Budget Report

22 Float in was successful, it was very windy but thanks to the volunteers, KPA member  
23 Brian Bush and the crane company, it was completed and is safe. The Harbormaster  
24 put the commercial fishing ramp and the trap slide on as well as the float. Slide  
25 modifications are just about complete (added ½ inch PT plywood to edges) and will be  
26 installed tomorrow.

27 The wave attenuation system for the commercial float is in place and appears to be  
28 working well and will be monitored. He stated the small ramp from the dinghy docks to  
29 the commercial float extension was complete. Vice Chair Patten made brackets and two  
30 more boards were added to the end of the last float, so that during storms, the ramp

31 can't possibly roll off the edge but will not bottom out. The Harbormaster submitted the  
32 Port Security Grant.

33 The work on the Traip float extension is continuing and the Harbormaster is waiting to  
34 hear back from Maine DEP about a possible exception as it is a public ramp. The  
35 electricity to the Traip office/shed is underway, an electrician was hired, and DPW will  
36 run the conduit.

37 The Harbormaster reported that DPW had cleared and leveled an area of property  
38 where the kayak racks are going to be stored. The Harbormaster stated both the  
39 Harbormaster boats are in and working fine. He also said he had sent out 5 mooring  
40 revocation letters, and received an appeal from one so far (sent to all KPA). The  
41 Flagpole was lowered for servicing, new lines and a solar light top will be installed. The  
42 Harbormaster stated he assigned 11 temporary moorings, reassigned 8 permanent  
43 moorings so far with 3 more left to fill after some logistical work is done.

44 6. All Items involving Town Officials or invited guests - None

45 7. Public Hearing

46 a. The Kittery Port Authority moves to hold a Public Hearing on changes to the  
47 Kittery Port Authority Rules and Regulations to add clarification and consistency  
48 for in-kind repair/replace applications and Appendix A, Fees: addition of in  
49 kind/repair/replace fees.

50 Chair Philbrook moved to approve changes to the Kittery Port Authority Rules and  
51 Regulations to add clarification and consistency for in-kind repair/replace applications  
52 and Appendix A, Fees: addition of in kind/repair/replace fees, seconded by Mr.  
53 Lawrence.

54 Motion Carried 7-0-0

55 8. Piers, Wharves & Floats

56 b. The Kittery Port Authority moves to accept an application from Bryan Cormier, 12  
57 Goose Point Road, Kittery Point, Maine 03905 (Map 34, Lot 16) to add 2' x 50' raised  
58 walkway and a 5' x 20' float.

59 Chair Philbrook moved to accept the application from Bryan Cormier, 12 Goose Point  
60 Road, Kittery Point, Maine 03905 (Map 34, Lot 16) to add 2' x 50' raised walkway and a  
61 5' x 20' float, and to schedule a Public Hearing on June 3, 2021 for a meeting and site  
62 walk on May 25, 2021 at 4:00 p.m. seconded by Mr. Bush.

63 Motion Carried 7-0-0

64 c. The Kittery Port Authority moves to accept an application from James Lynch,  
65 178 Whipple Road, Kittery, Maine 03904 (Map 17, Lot 22) to replace an existing  
66 67.5' x 5' pier, 24' x 3' gangway, 40' x 10' float, 11.5 x 7' existing deck and a 22' x  
67 12' boat house. Agent is Matt Cardin, Cardin Environmental.

68 Matt Cardin, of Cardin Environmental gave an overview and answered questions about  
69 the plans for the 67.5' x 5' pier, 24' x 3' gangway, 40' x 10' float, 11.5 x 7' existing deck  
70 and a 22' x 12' boat house.

71 Chair Philbrook moved to accept the application from James Lynch, 178 Whipple  
72 Road, Kittery, Maine 03904 (Map 17, Lot 22) to replace an existing 67.5' x 5' pier, 24' x  
73 3' gangway, 40' x 10' float, 11.5 x 7' existing deck and a 22' x 12' boat house, and to  
74 schedule a Public Hearing on June 3, 2021 for a meeting and site walk on May 25, 2021  
75 at 4:45 p.m. seconded by Mr. Bush

76 Motion Carried 7-0-0

77 9. Public Segment (Three Mins.) - None

78 10. Unfinished Business

79 a. Kayak Storage rental at Traip Academy Boat Ramp.

80 Mr. Lawrence moved to raise the rental fee to \$250.00 for non-residents, seconded by  
81 Mr. Johnston.

82 Motion Carried 7-0-0

83 Chair Philbrook moved to accept the additions to the language of 3.19.1 Kayak and  
84 Paddle Board Storage General, 3.19.2 Assignment of Storage with No Waiting List,  
85 3.19.3 Assignment of Storage with Waiting List, and 3.19.4 Storage Permits, and to set  
86 the fees per year of \$150.00 for residents, and \$250.00 per year for non-residents to  
87 schedule a Public Hearing for the June 3, 2021 meeting presented, seconded by Mr.  
88 Bush.

89 Motion Carried 7-0-0

90 11. New Business

91 Robert Hendrickson, 7 King Terrace, Kittery, Maine wrote a letter to the KPA asking to  
92 reinstate his mooring #689 due to non-payment by the April 15, 2021 deadline.

93 Chair Philbrook moved to reinstate mooring #689 only one time for late payment on the  
94 condition that all mooring and late fees are paid, seconded by Mr. Lawrence.

95 Motion Carried 7-0-0

96 Mike Sullivan, 88 Whipple Road, Kittery, Maine 03904 wrote a letter to the KPA asking  
97 to reinstate his mooring #700 due to non-payment by the April 15, 2021 deadline.

98 Chair Philbrook moved to reinstate mooring #700 only one time for late payment on the  
99 condition that all mooring and late fees are paid, seconded by Mr. Bush.

100 Motion Carried 7-0-0

101 12. Committee and Other Reports - None

- 102 a. Communications from the Chairperson
- 103 Chair Philbrook stated Joseph Smith Jr., 5 Duncan Way, Kittery Point, Maine 03905 no  
104 longer wished to build the privacy fence, however submitted an application for in-kind  
105 repair/replacement for supports under the existing dock.
- 106 13. Board Member Issues or Comments
- 107 Mr. McCollett – None  
108 Mr. Pinkham – None  
109 Mr. Lawrence spoke about the wash down at the town dock where the bait is getting  
110 heavier now.  
111 Mr. Johnston asked the Harbormaster about the status of the cameras.  
112 Mr. Bush commented about how well the float in went, and stated it was good to be  
113 meeting in person.  
114 Vice Chair Patten spoke about the inconsistencies in James Lynch’s application and  
115 Bryan Cormier’s application. Vice Chair Patten asked if the “Identify a fixed reference  
116 point on shore from which all seaward measurements are to be made” should be  
117 removed from the application for PIERS, WHARFS, FLOATS AND OTHER MARINE-  
118 RELATED STRUCTURES.  
119 The KPA discussed keeping or removing the verbiage “Identify a fixed reference point  
120 on shore from which all seaward measurements are to be made. “  
121 Chair Philbrook stated she would ask the Director of Planning & Development, Adam  
122 Causey for his opinion, and let the Board know his opinion at the next meeting.  
123 Chair Philbrook stated the workshop with the department of Planning & Development  
124 answered a lot of questions and concerns of the KPA.
- 125 14. Executive Session - None
- 126 15. Adjournment
- 127 Mr. Lawrence moved to adjourn at 7:53 p.m., seconded by Mr. Bush.
- 128 Motion Carried 7-0-0

Submitted by Kim Tackett

Disclaimer: The following minutes constitute the author’s understanding of the meeting. Whilst every effort has been made to ensure the accuracy of the information, the minutes are not intended as a verbatim transcript of comments at the meeting, but a summary of the discussion and actions that took place. For complete details, please refer to the video of the meeting on the Town of Kittery website.

TOWN OF KITTERY  
KITTERY PORT AUTHORITY

Map:	34
Lot:	16
Date Submitted:	4/14/2021

Application for  
PIERS, WHARFS, FLOATS AND OTHER MARINE-RELATED STRUCTURES

Contact: kpa@kitteryme.org

Website: kitteryme.gov

NOTE: Ten (10) sets of plans, applications, maps and other necessary information are required at submittal.

The following application is submitted for the construction, modification, reconstruction of a:

5' x 20' Floating Boat Dock & 2' x 50' Raised Walkway over Marsh Grass.

1. This project is an in-kind repair/replacement, which will not expand, move, or modify the style of the existing structure:

Yes, it is in-kind repair

No, there will be modifications

2. Property Owner(s): BRYAN CORMIER

3. Property Address: 12 Goose Pt, Kittery Pt.

4. Telephone Number: 617 413 0800  
(REQUIRED)

Email: BRICORM@YAHOO.COM  
(REQUIRED)

5. Property Size (Acres/SF): 1.9 AC.

Zoning District(s): RR

6. The shore frontage of this property is 185 feet, measured at the high water line in a straight line, stake to stake.

7. This is my first Kittery Port Authority application for this property: Yes  No

If No, please explain:

APPLIED 2017: WALKWAY OVER GRASS WAS REQUESTED TO ADD. - Reapplying now.

8. LEGAL INTEREST: The applicant demonstrates a legal interest in the property by including a copy of the following: Deed, Purchase and Sale Agreement

9. CONSTRUCTION PLAN: Provide a description of the property showing all proposed construction showing the lot lines and exact positions of the proposed structure with dimensions and elevations from readily identifiable reference points.

Applicant Signature: [Signature] Date: 4/14/21

Property Owner Signature: [Signature] Date: 4/14/21

Agent Name: \_\_\_\_\_ Agent Firm: \_\_\_\_\_

Agent Phone: \_\_\_\_\_ Agent Email: \_\_\_\_\_  
(REQUIRED) (REQUIRED)

**APPLICATION FEE (\$125).** Include a check payable to the Town of Kittery. Additional funds may be required to pay for other direct costs necessary to complete the application process, not including application fees. Title 3, Chapter 3.3

Fee Paid, Amount: \$125.00 Date: 4/14/2021

## INSTRUCTIONS FOR FILLING OUT PORT AUTHORITY APPLICATION

- ✓ a. Attach Town Tax Map of Lot.
  - ✓ b. Attach Plan of lot with location and dimensions of the proposed structures or alterations to existing structures.
  - ✓ c. Attach list of abutters within 150 ft. (include those over water) of applicant's shorefront property line.
  - ✓ d. Attach proof of legal interest in property.
  - ✓ e. Attach a drawing of the proposed structure showing the top, side and end views with all principal dimensions. Side view showing elevation of top of deck above mean low water:
- ✓ A. Identify a fixed reference point on shore from which all seaward measurements are to be made.
  - ✓ B. Piers are not to exceed 100 feet beyond the normal high water mark nor extend below the mean low water mark, whichever is shorter. Pier, ramp and floats may not extend more than 150 feet beyond high watermark.
  - ✓ C. The maximum height of pier deck surface may not exceed 6 feet above the normal high water mark, and the handrails shall not exceed a height above the deck surface of 42" without the specific approval of the KPA.
  - D. The Port Authority may grant a waiver from the specifications of these regulations provided that, due to special circumstances of the specific application, the granting of a waiver will not adversely impair the public health, safety and general welfare, use of public waters, navigation or harm the environment. All such waivers must be supported by sufficient findings of fact.

Submittals must be received a minimum of 21 days prior to a scheduled Port Authority meeting.

### Port Authority Procedure (Sequence of Events):

1. The Port Authority meets the first Thursday of every month. The Chairperson prepares the agenda seven days prior to the meeting.
2. The Port Authority Chairperson reviews the application for completeness and, if complete, places the application on the KPA agenda for discussion at the next meeting.
3. The Port Authority reviews the application. Once accepted, a site walk may be scheduled, and a public hearing set for the following meeting.
4. The Port Authority issues a notice of decision following review at the public hearing.
5. Once the Port Authority approval is granted, an applicant must apply for a building permit with the Code Enforcement Officer. No building permit will be issued until all approvals and permits are received, and application related fees are paid in full.

### Other Permits required by State and Federal Agencies (not inclusive):

Maine Department of Environmental Protection  
312 Canco Road  
Portland, ME 04103  
(207) 822-6300

US Army Corps of Engineers  
Maine Project Office  
675 Western Avenue, #3  
Manchester, ME 04351  
(207) 623-8367

Department of Conservation (for structures below mean low water mark)  
Bureau of Parks and Lands  
State House Station #22  
Augusta, ME 04333

Planning Board review may be required if there is inland development (Title 16-11 Marine Related



Dear Kittery Port Authority;

I had applied for a dock in 2017 and it was requested I add a walkway over grass.

Since I was interested in keeping my project small and low impact both environmentally and visually, I was reluctant to build a walkway due to esthetics.

I believe I now have found a minimalist solution with all components being portable and with the smallest footprint possible.

Attached please find my re-application for a dock float and walkway including:

- Application fee.
- Lettered pages at top right corner corresponding to page 2 instructions.
- Highlighted items corresponding to specific required items of Page 2 instructions.
- Army Corp approved permit.
- Maine DEP letter verifying temporary structures do not require a permit.

Thank You  
Sincerely,  
Bryan Cormier  
12 Goose Point  
Kittery Point, Maine 03905  
[Bricorm@yahoo.com](mailto:Bricorm@yahoo.com)  
617- 413- 0800

MISCELLANEOUS PAYMENT RECPT#: 654815  
TOWN OF KITTEERY - LIVE  
200 ROGERS ROAD  
KITTEERY ME 03904

DATE: 04/14/21                      TIME: 14:32  
CLERK: 220codeca                    DEPT:  
CUSTOMER#: 0

PARCEL: 12 GOOSE POINT

CHG: 10            DESIGNATED ACCO                      125.00

AMOUNT PAID:                      125.00

PAID BY:                      BRIAN COMRIER  
PAYMENT METH: CHECK  
                                 805  
REFERENCE:                      CV

AMT TENDERED:                      125.00  
AMT APPLIED:                      125.00  
CHANGE:                                      .00

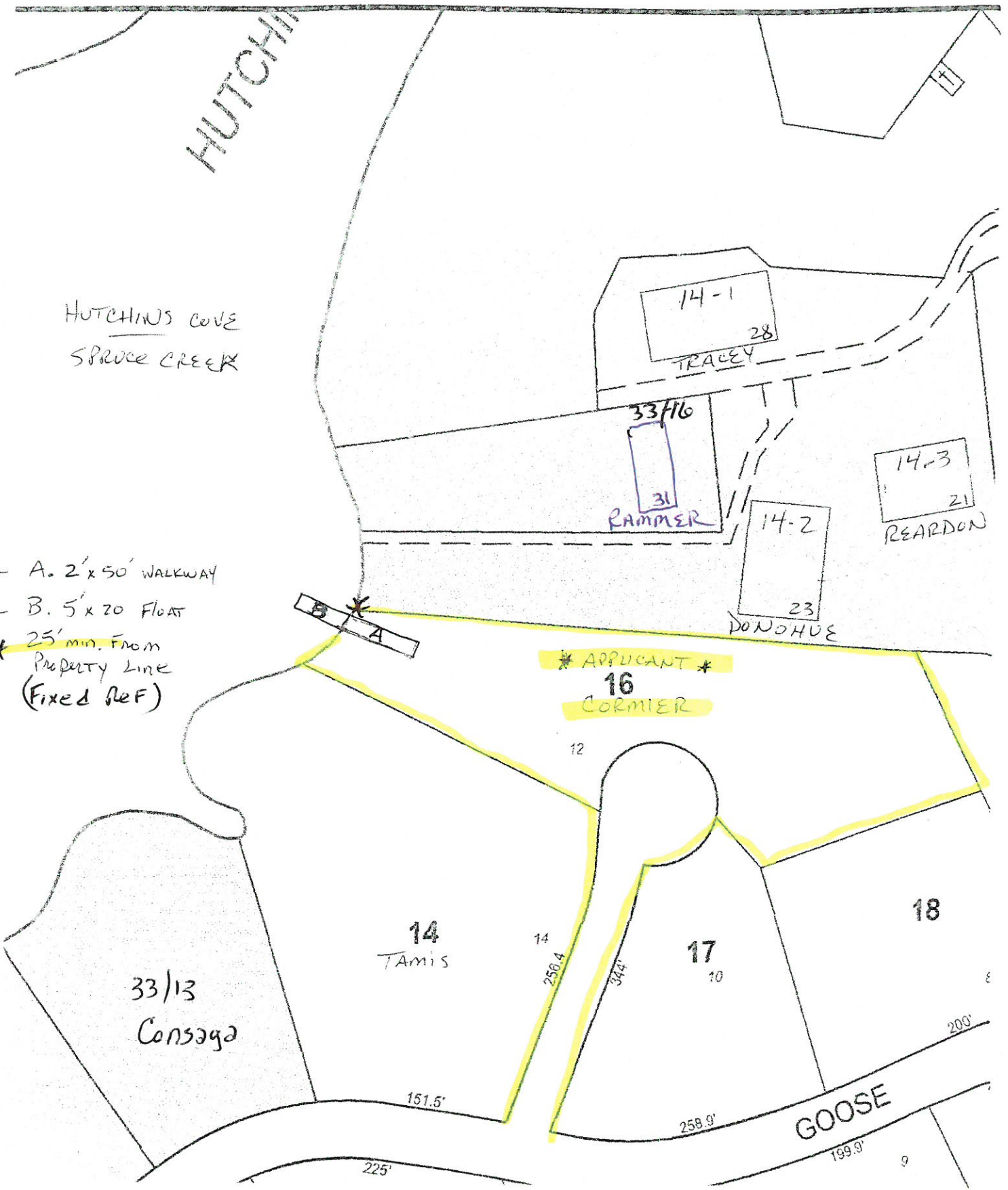
HUTCHINSON

HUTCHINSON COVE  
SPRUCE CREEK

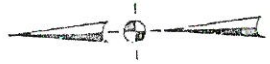
- A. 2' x 50' WALKWAY
- B. 5' x 20' FLOAT
- \* 25' min. From Property Line (Fixed Ref)



\* APPLICANT \*  
**16**  
CORMIER



OBSERVED MAGNETIC NORTH  
DECEMBER 1985



DONOVUE  
- REARDON  
- TRACER  
4/1/14

1949/340

N/F

\* APPLICANT  
CORNIER

(15) N/F

DORNEY HOMESITES INC  
1761/365

APPROXIMATE EDGE OF  
WET AREA

(16) N/F

DORNEY HOMESITES INC  
1761/365  
CORNIER

(18) N/F

DORNEY HOMESITES INC  
1761/355

(17) LOTING TYPE  
PLAN REF 1

N/F  
FLETCHER  
2329/194

(14) N/F

TAMIS

- A. 2' x 50' WALKWAY OVER GRASS
- B. 5' x 20' FLOATING DOCK
- \* 25' MIN FROM PROPERTY LINE (14) (Fixed Ref)

THE LINES FOR PLANNING  
RECREATION PURPOSES  
ARE ONLY

TOP OF BANK

SPRUCE



List of 12 Goose Point Abbutters:

1. Robert Consaga – 16 Goose Point (Map/Lot: 33/13 )
2. James Donahue – 23 Hiltons Run (Map/Lot: 41/14 )
3. Shelly Tamis – 14 Goose Point (Map/Lot: 33/14 )
4. Stephan Rammer – 31 Hiltons Run (Map/Lot: 33/16 )

1

Corrective \*  
**WARRANTY DEED**

KNOW ALL PERSONS BY THESE PRESENTS: That I, **Lynda I. Riley**, of 12 Goose Point, Kittery, ME 03904, for consideration paid grant to ~~Brian~~ **Cormier**, of 74 Brave Boat Harbor Road, Kittery Point, ME 03905, with WARRANTY COVENANTS: \*Bryan

A certain tract or parcel of land with the buildings thereon, situated on the northwesterly side of "Dorney Drive", so-called, in said Town of Kittery, County of York and State of Maine, and being Lots No. 15 and 16 as shown on amended plan known as "Standard Boundary Survey Plan Showing Proposed Revisions To Lots 15 & 16 of Dorney Homesites Inc., Dorney Court, Kittery, Maine", prepared by Oak Point Associates, Engineers & Surveyors dated December 31, 1985 and recorded at the York County Registry of Deeds in Plan Book 147, Page 11, to which Plan reference may be made for a more particular description.

TOGETHER WITH a right of way over Dorney Court as shown on said Plan.

Subject to conditions, reservations and restrictions recited in deed recorded at the said Registry in Book 3779, Page 331.

Subject to easements, restrictions, agreements and reservations of record, if any, if there be, insofar as the same may be in force and applicable.

Meaning and intending to describe and convey the same premises conveyed to Lynda I. Riley by virtue of a deed from William W. Bowdren and Jeanne C. Bowdren dated September 1, 2000, recorded in the York County Registry of Deeds at Book 10202, Page 064.

Executed this November 30, 2015.

\*The purpose of a corrective deed is to correct the Grantee's name which was misspelled on the deed recorded at Book 17143, Page 402.

Lynda I. Riley  
Lynda I. Riley

State of Maine  
County of York

November 30, 2015

Then personally appeared before me the said Lynda I. Riley and acknowledged the foregoing to be her voluntary act and deed.



Robin E. Estes  
Notary Public/Justice of the Peace  
Commission expiration: 05/31/2021

Red Door Title • 1 New Hampshire Avenue, Suite 320 Portsmouth NH 03801 • (207) 358-7500

**12 GOOSE POINT**

**Location** 12 GOOSE POINT

**Mblu** 34/ 16/ //

**Acct#** 34/16

**Owner** CORMIER, BRYAN

**Assessment** \$609,500

**Appraisal** \$609,500

**PID** 2397

**Building Count** 1

**Current Value**

Appraisal			
Valuation Year	Improvements	Land	Total
2015	\$268,800	\$340,700	\$609,500

Assessment			
Valuation Year	Improvements	Land	Total
2015	\$268,800	\$340,700	\$609,500

**Owner of Record**

**Owner** CORMIER, BRYAN

**Sale Price** \$0

**Co-Owner**

**Certificate**

**Address** 12 GOOSE POINT

**Book & Page** 17148/480

KITTERY POINT, ME 03905

**Sale Date** 11/30/2015

**Instrument** 1F

**Ownership History**

Ownership History					
Owner	Sale Price	Certificate	Book & Page	Instrument	Sale Date
CORMIER, BRYAN	\$0		17148/480	1F	11/30/2015
BRIAN CORMIER	\$500,000		17143/402-403	1N	11/30/2015
RILEY, LYNDA I	\$442,000		10202/64	00	09/01/2000
BOWDREN, WILLIAM W & JEANNE C	\$0		3779/331		03/07/1986

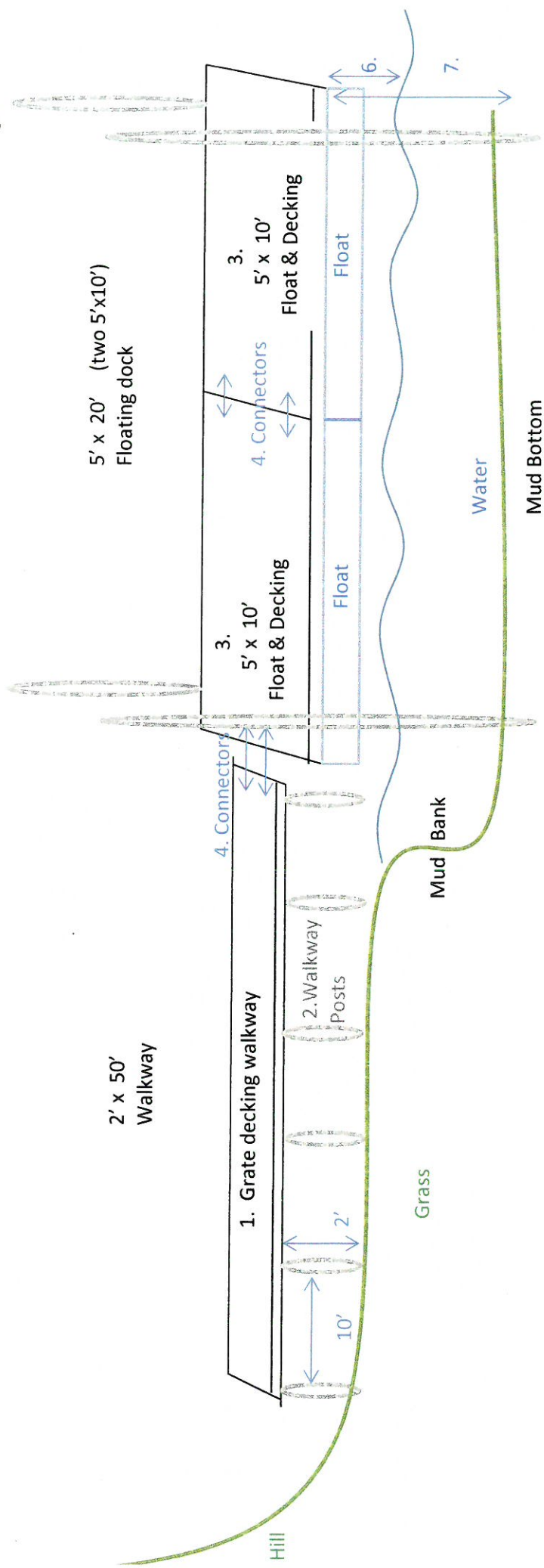
**Building Information**

**Building 1 : Section 1**

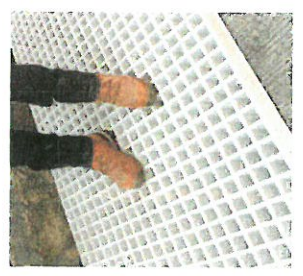
**Year Built:** 1987  
**Living Area:** 2,166  
**Replacement Cost:** \$287,984  
**Building Percent** 90  
**Good:**  
**Replacement Cost**

**Summary:**

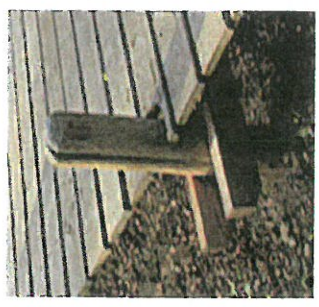
Construction of one 2' x 50' raised walkway 2' high with large grated decking allowing sunlight for marsh grass and leading to a 5' x 20' floating dock composed of two 5' x 10' floating dock sections and stabilized by 4 mud augers securing all to mud bottom.



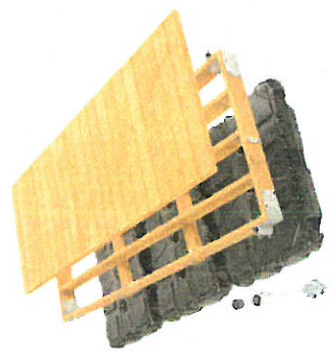
1. Grate decking walkway over grass for sunlight



2. Walkway Posts



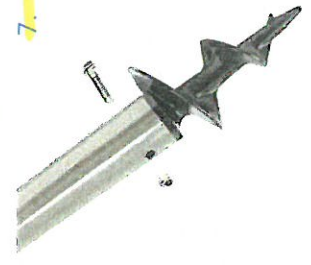
3. Float & decking



4. Connectors



5. Aluminum Posts with mud Auger



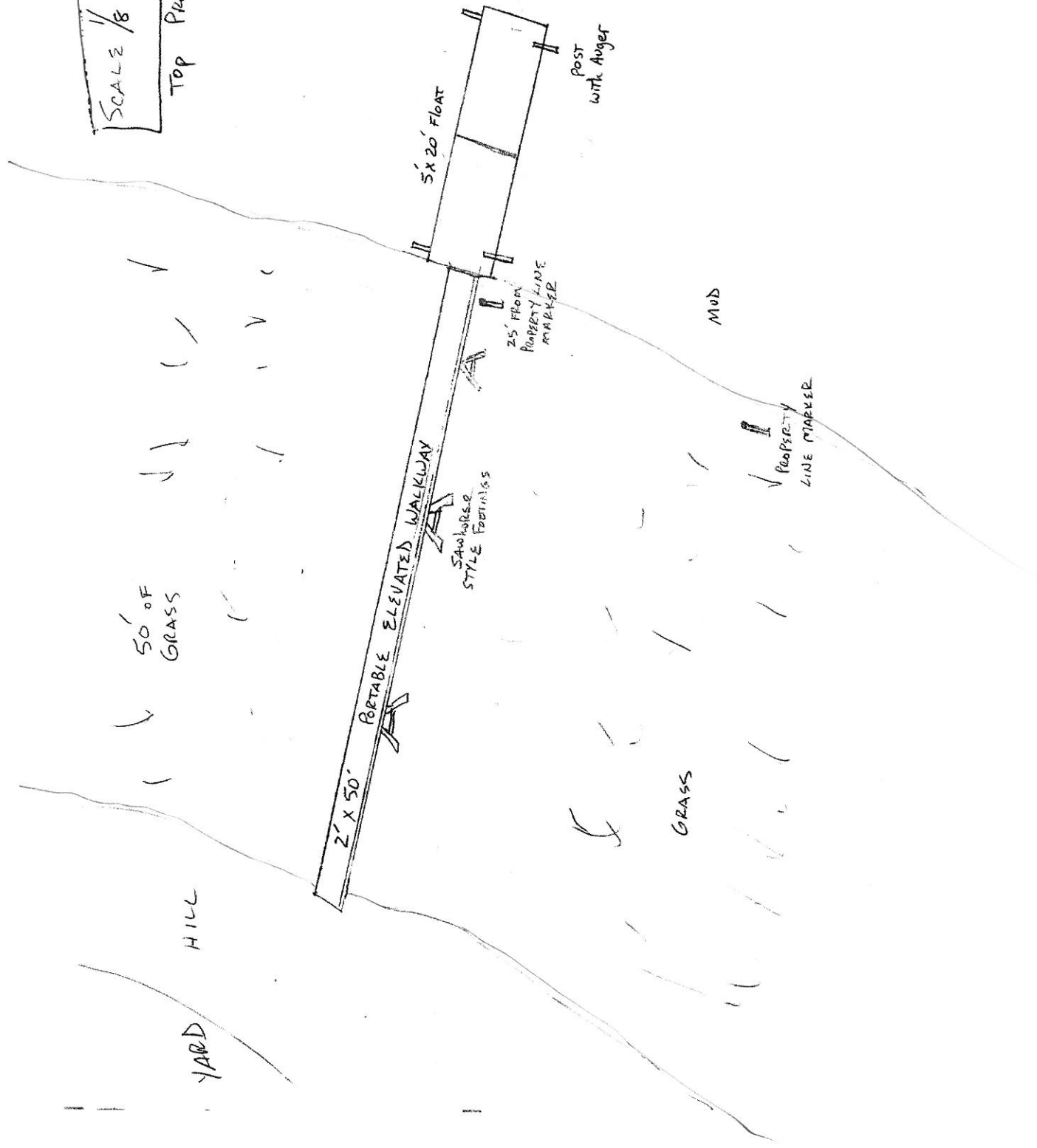
6. 1' Mean high

7. 5' Mean low

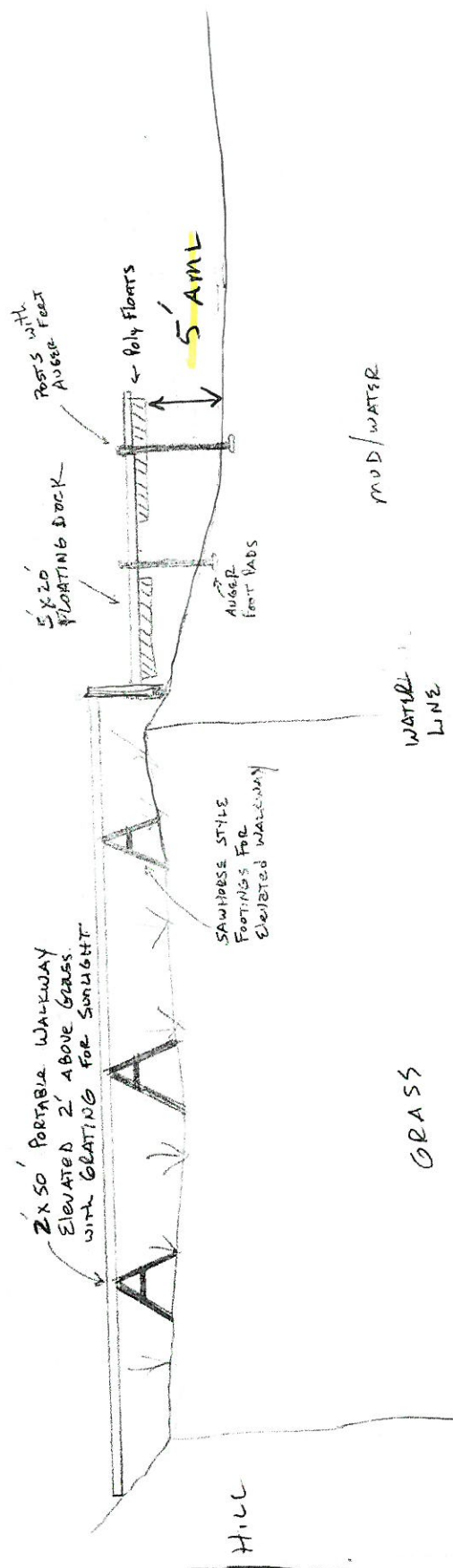
(e)



SCALE 1/8" = 1'  
TOP PROFILE



SCALE 1/8" = 1'  
SIDE PROFILE





REPLY TO  
ATTENTION OF

DEPARTMENT OF THE ARMY  
NEW ENGLAND DISTRICT, CORPS OF ENGINEERS  
696 VIRGINIA ROAD  
CONCORD, MASSACHUSETTS 01742-2751

*Army Corp  
Permit*

Regulatory Division  
CENAE-RDC

April 7, 2021

Bryan Cormier  
12 Goose Point  
Kittery, Maine 03905

Dear Mr. Cormier:

This concerns Department of the Army general permit, number NAE-2017-00864, issued on July 14, 2017, which authorized the installation of a seasonal pier, ramp and float in Spruce Creek at Kittery Point, Maine.

In accordance with your request, the permit is hereby amended to authorize a modification of the authorized structures. You are hereby authorized to instead install and maintain a 50' x 2' elevated walkway leading from shore to a line of 20' x 5' pipe pile supported floats. All structures will be seasonal. This work is shown on the attached plans entitled "Proposed Seasonal Pier and Floats, Bryan Cormier, 12 Goose Point, Kittery Point, Maine" in three sheets dated "4/7/21".

All conditions of the original permit remain in full force and effect.

We continually strive to improve our customer service. In order for us to better serve you, we would appreciate your completing our Customer Service Survey located at <http://per2.nwp.usace.army.mil/survey.html>

BY AUTHORITY OF THE SECRETARY OF THE ARMY:

Digitally signed by  
CLEMENT.JAY.LANGDON.100635  
0980  
Date: 2021.04.07 15:12:29 -04'00'

FOR Frank J. Del Giudice  
Chief, Permits & Enforcement Section  
Regulatory Division

Army Corp.  
OLD PERMIT 2017



REPLY TO  
ATTENTION OF

DEPARTMENT OF THE ARMY  
NEW ENGLAND DISTRICT, CORPS OF ENGINEERS  
696 VIRGINIA ROAD  
CONCORD, MASSACHUSETTS 01742-2751

MAINE GENERAL PERMIT (GP)  
AUTHORIZATION LETTER AND SCREENING SUMMARY

BRYAN CORMIER  
12 GOOSE POINT  
KITTERY POINT, MAINE 03905

CORPS PERMIT # NAE-2017-00864  
CORPS GP ID# 16-222  
STATE ID# Exempt

DESCRIPTION OF WORK:

Construct and maintain a 50'x 4' elevated seasonal pier with a 16'x 4' ramp leading to a 10'x 12' float in Spruce Creek at Kittery Point, Maine. This work is shown on the attached plans entitled "Proposed Pier, Ramp & Float, Bryan Cormier, Kittery Point, ME" in three sheets dated "6/15/17".

LAT/LONG COORDINATES : 43.097679° N -70.715774° W USGS QUAD: KITTERY, ME

I. CORPS DETERMINATION:

Based on our review of the information you provided, we have determined that your project will have only minimal individual and cumulative impacts on waters and wetlands of the United States. **Your work is therefore authorized by the U.S. Army Corps of Engineers under the enclosed Federal Permit, the Maine General Permit (GP).** Accordingly, we do not plan to take any further action on this project.

You must perform the activity authorized herein in compliance with all the terms and conditions of the GP [including any attached Additional Conditions and any conditions placed on the State 401 Water Quality-Certification including any required mitigation]. Please review the enclosed GP carefully, including the GP conditions beginning on page 5, to familiarize yourself with its contents. You are responsible for complying with all of the GP requirements; therefore you should be certain that whoever does the work fully understands all of the conditions. You may wish to discuss the conditions of this authorization with your contractor to ensure the contractor can accomplish the work in a manner that conforms to all requirements.

If you change the plans or construction methods for work within our jurisdiction, please contact us immediately to discuss modification of this authorization. This office must approve any changes before you undertake them.

Condition 38 of the GP (page 16) provides one year for completion of work that has commenced or is under contract to commence prior to the expiration of the GP on October 13, 2020. You will need to apply for reauthorization for any work within Corps jurisdiction that is not completed by October 13, 2021.

This authorization presumes the work shown on your plans noted above is in waters of the U.S. Should you desire to appeal our jurisdiction, please submit a request for an approved jurisdictional determination in writing to the undersigned.

No work may be started unless and until all other required local, State and Federal licenses and permits have been obtained. This includes but is not limited to a Flood Hazard Development Permit issued by the town if necessary.

II. STATE ACTIONS: PENDING [ X ], ISSUED [ ], DENIED [ ] DATE \_\_\_\_\_

APPLICATION TYPE: PBR: \_\_\_\_\_, TIER 1: \_\_\_\_\_, TIER 2: \_\_\_\_\_, TIER 3: \_\_\_\_\_, LURC: \_\_\_\_\_, DMR LEASE: \_\_\_\_\_, NA: X

III. FEDERAL ACTIONS:

JOINT PROCESSING MEETING: 4/20/17 LEVEL OF REVIEW: CATEGORY 1: \_\_\_\_\_ CATEGORY 2: X

AUTHORITY (Based on a review of plans and/or State/Federal applications): SEC 10 X, 404 \_\_\_\_\_, 10/404 \_\_\_\_\_, 103 \_\_\_\_\_

EXCLUSIONS: The exclusionary criteria identified in the general permit do not apply to this project.

FEDERAL RESOURCE AGENCY OBJECTIONS: EPA NO, USF&WS NO, NMFS NO

If you have any questions on this matter, please contact my staff at 207-623-8367 at our Manchester, Maine Project Office. In order for us to better serve you, we would appreciate your completing our Customer Service Survey located at [http://corpsmapu.usace.army.mil/cm\\_apex/f?p=136:4:0](http://corpsmapu.usace.army.mil/cm_apex/f?p=136:4:0)

*Jay V. Clement*  
JAY V. CLEMENT  
SENIOR PROJECT MANAGER  
MAINE PROJECT OFFICE

*for Michael L. Hule* 7/14/2017  
FRANK J. DEL GIUDICE DATE  
CHIEF, PERMITS & ENFORCEMENT BRANCH  
REGULATORY DIVISION

From: Bryan Cormier brycorn@yahoo.com  
Subject: Re: MDEP jurisdiction information  
Date: Apr 13, 2021 at 2:33:12 PM  
To: Sirois, Alison Alison.Sirois@maine.gov

~~ME DEP~~  
~~Not Reg'd~~

Thank you, army permit is already in hand

Thank you.

On Apr 13, 2021, at 1:47 PM, Sirois, Alison <[Alison.Sirois@maine.gov](mailto:Alison.Sirois@maine.gov)> wrote:

Hi Bryan

Based on your sketch and provided no structure, including the anchor piles remain in the ground for longer than a seven month period , your proposed walkway , ramp and float would be consider temporary for the department and would not require permitting. However, this will require Army Corp permitting if there are any impacts (temporary or permanent) below the mean high tide.

Alison Sirois  
Regional Licensing and Compliance Manager, Southern Maine  
Bureau of Land Resources, Maine Department of Environmental Protection  
Phone [\(207\)699-7028](tel:(207)699-7028) Office [\(207\)822-6300](tel:(207)822-6300)  
[www.maine.gov/dep](http://www.maine.gov/dep)

---

**From:** Bryan Cormier <[brycorn@yahoo.com](mailto:brycorn@yahoo.com)>  
**Sent:** Wednesday, April 07, 2021 1:06 PM  
**To:** Sirois, Alison <[Alison.Sirois@maine.gov](mailto:Alison.Sirois@maine.gov)>  
**Subject:** Re: MDEP jurisdiction information

**EXTERNAL: This email originated from outside of the State of Maine Mail System. Do not click links or open attachments unless you recognize the sender and know the content is safe.**

Thank you.

Attached are the items you requested.

Thank you.



TOWN OF KITTERY
KITTERY PORT AUTHORITY

Map: \_\_\_\_\_
Lot: \_\_\_\_\_
Date Submitted: \_\_\_\_\_

Application for
PIERS, WHARFS, FLOATS AND OTHER MARINE-RELATED STRUCTURES

Contact: kpa@kitteryme.org Website: kitteryme.gov

NOTE: Ten (10) sets of plans, applications, maps and other necessary information are required at submittal.

The following application is submitted for the construction, modification, reconstruction of a:
Replacement of an existing 67.5' x 6' pier, 3' x 24' gangway, 10' x 40' float, 22' x 12' boat house and 11.5' x 8' overwater deck.

- 1. This project is an in-kind repair/replacement, which will not expand, move, or modify the style of the existing structure: [X] Yes, it is in-kind repair [ ] No, there will be modifications
2. Property Owner(s): James Lynch
3. Property Address: 178 Whipple Road, Kittery, Maine
4. Telephone Number: (REQUIRED) Email: James.P.Lynch44@gmail.com (REQUIRED)
5. Property Size (Acres/SF): 1.75 Zoning District(s): Residential-Urban
6. The shore frontage of this property is 558 feet, measured at the high water line in a straight line, stake to stake.
7. This is my first Kittery Port Authority application for this property: Yes [ ] No [ ] Unknown [ ] If No, please explain: Unknown what/if any KPA application has been submitted under prior owner.
8. LEGAL INTEREST: The applicant demonstrates a legal interest in the property by including a copy of the following: Deed, Purchase and Sale Agreement. Property Deed Enclosed
9. ADDITIONAL PERMITS/APPROVALS THAT MAY BE REQUIRED: (attach applications to submittal)

Table with 4 columns: Permit/Approval Name, Yes/No checkboxes, Description, and checkboxes. Rows include Army Corps of Engineers, Dept. of Environmental Protection Permit, Department of Conservation, and Other (specify).

10. CONSTRUCTION PLAN: Provide a description of the property showing all proposed construction showing the lot lines and exact positions of the proposed structure with dimensions and elevations from readily identifiable reference points.

Applicant Signature: [Signature] Date: \_\_\_\_\_

Property Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Agent Name: Matthew R. Cardin Agent Firm: Cardin Environmental

Agent Phone: 603-988-6635 Agent Email: Matt@CardinEnvironmental.com (REQUIRED) (REQUIRED)

APPLICATION FEE (\$100) and ASA\* (minimum \$45). Include a check payable to the Town of Kittery.

Fee Paid, Amount: \$125 Date: \_\_\_\_\_ ASA Paid, Amount: NA Date: \_\_\_\_\_

\*APPLICANT SERVICE ACCOUNTS: PER TITLE 3.3 OF THE KITTERY CODE AND SECTION IV.D.9 OF THE KPA RULES & REGULATIONS, COSTS ASSOCIATED WITH PUBLIC NOTICE ADVERTISEMENT, POSTAGE, RECORDER TIME, ETC.

**INSTRUCTIONS FOR FILLING OUT PORT AUTHORITY APPLICATION**

- a. Attach Town Tax Map of Lot.
  - b. Attach Plan of lot with location and dimensions of the proposed structures or alterations to existing structures.
  - c. Attach list of abutters within 150 ft. (include those over water) of applicant’s shorefront property line.
  - d. Attach proof of legal interest in property.
  - e. Attach a drawing of the proposed structure showing the top, side and end views with all principal dimensions. Side view showing elevation of top of deck above mean low water:
- A. Identify a fixed reference point on shore from which all seaward measurements are to be made.
  - B. Piers are not to exceed 100 feet beyond the normal high water mark nor extend below the mean low water mark, whichever is shorter. Pier, ramp and floats may not extend more than 150 feet beyond high watermark.
  - C. The maximum height of pier deck surface may not exceed 6 feet above the normal high water mark, and the handrails shall not exceed a height above the deck surface of 42” without the specific approval of the KPA.
  - D. The Port Authority may grant a waiver from the specifications of these regulations provided that, due to special circumstances of the specific application, the granting of a waiver will not adversely impair the public health, safety and general welfare, use of public waters, navigation or harm the environment. All such waivers must be supported by sufficient findings of fact.

**Submittals must be received a minimum of 21 days prior to a scheduled Port Authority meeting.**

**Port Authority Procedure (Sequence of Events):**

- 1. The Port Authority meets the first Thursday of every month. The Chairperson prepares the agenda seven days prior to the meeting.
- 2. The Port Authority Chairperson reviews the application for completeness and, if complete, places the application on the KPA agenda for discussion at the next meeting.
- 3. The Port Authority reviews the application. Once accepted, a site walk may be scheduled, and a public hearing set for the following meeting.
- 4. The Port Authority issues a notice of decision following review at the public hearing.
- 5. Once the Port Authority approval is granted, an applicant must apply for a building permit with the Code Enforcement Officer. **No building permit will be issued until all approvals and permits are received, and application related fees are paid in full.**

**Other Permits required by State and Federal Agencies (not inclusive):**

Maine Department of Environmental Protection  
312 Canco Road  
Portland, ME 04103  
(207) 822-6300

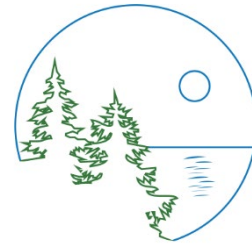
US Army Corps of Engineers  
Maine Project Office  
675 Western Avenue, #3  
Manchester, ME 04351  
(207) 623-8367

Department of Conservation (for structures below mean low water mark)  
Bureau of Parks and Lands  
State House Station #22  
Augusta, ME 04333

**Planning Board review may be required if there is upland development (Title 16.11 Marine Related Development). All Port Authority applications are reviewed by planning and code enforcement staff for Title 16 applicability at the time of application submittal and prior to review by the Port Authority.**

April 15, 2021

Town of Kittery Port Authority  
200 Rogers Road  
Kittery, ME 33904



Re: KPA Application for Pier Replacement  
178 Whipple Road, Map 17, Lot 22, Kittery, Maine

Dear Kittery Port Authority,

Please find enclosed for your review and consideration an application for the replacement of an existing pier, gangway, float, boat house and deck located at 178 Whipple Rd, Map 17, Lot 22, Kittery, Maine. Enclosed are the following:

1. Kittery Port Authority Application & Application Fee - \$125
2. Attachment A – Tax map w/subject property highlighted
3. Attachment B – Application Plans
4. Attachment C – Abutters List
5. Attachment D – Proof of Property Legal Interest – Property Deed
6. Attachment E – Site Photographs
7. Attachment F – Department of Marine Resources Time-of-Year Correspondence

### **Existing Conditions**

The subject property is a 1.75-acre property located off Whipple Road, Kittery Maine with approximately 558 feet of water frontage on the Piscataqua River. The property is a residentially developed property containing a main dwelling, driveway, several ancillary structures, boat house, permanent dock and attached deck area and maintained lawn. The property is stabilized along the waterfront with a combination of natural ledge/boulder shoreline and maintained riprap/stone shoreline. The subject marine structure is located on the property along the southern waterfront edge, approximately 110 feet off the eastern property boundary. The marine structure consists of a 67.5' x 6' (+/-) fixed pier, 24' x 3' gangway, 10' x 40' float, a 22' x 12' boat house pier, and a 11.5' x 8' overwater deck. All portions of the existing structure is in deteriorating condition and are proposed for in-kind, in-place replacement.

The mean high-water line coincides with the existing ledge shoreline. At the location of the marine structure, the mean low water extends approximately 85' feet from the mean high-water.

The intertidal zone extending from the seawall consists of native rock, gravel and sand. The lower intertidal zone contains a high percent cover of rockweed (*Ascophyllum nodosum*). The intertidal zone does not fit the description of a special aquatic site (SAS).

### **Tidal Dock, Boat House and Deck Replacement**



Due to the deteriorating condition of the support fixed pier, gangway, float, boat house pier, deck and associated pilings and cross braces, this application is to replace the entire structure as an in-place replacement. The existing footprint of the pier, boat house and deck will not change. The replacement pier will consist of a uniform set of 12" diameter, Class B CCA treated pilings, top caps, stringers and cross braces typical of modern dock design.

The proposed pier will consist of 5 sets of (2) 12", Class B pilings at approximately 13' bents. A 12" x 12" CCA treated top cap will span the width of the 5 sets of pilings and pinned using a 1" diameter rod. The top cap will extend beyond the outer piles by approximately 12". The boat house will be supported by (2) sets of 5 piles across. The deck will be built using 12" x 12" top cap along the length and 3" x 10" floor joists pinned to the top cap. The deck will be replaced with (4) piles placed at each corner with the deck consisting of 3" x 10" floor joists. The frame and footprint of the pier, boat house and deck will be replaced as an in-kind, in-place replacement with the same dimensions as the existing structures.

Building material used for the pier will be CCA treated lumber and all hardware will be galvanized.

Demolition of the boat house will be done during low-tide in order to contain and dispose of all debris. Polyethylene sheeting or similar will be used to capture construction debris during demolition of the existing boat house. All debris will be disposed into a large dumpster for proper disposal off-site.

#### **Permit Application**

For the Port Authority's review and consideration, all materials required by the KPA are enclosed here in. I trust that the information included in this letter and the attachments enclosed completes the application.

Additionally, a Permit By Rule application will be sent to Maine Department of Environmental Protection and a Self-Verification Form will be sent to the US Army Corps of Engineers. Correspondence with the Department of Marine Resources regarding time-of-year for construction has been received and is enclosed as Attachment F for your information.

If there are any questions regarding the application or completion of the application, please don't hesitate to contact me at [Matt@CardinEnvironmental.com](mailto:Matt@CardinEnvironmental.com) , or by phone at (603) 988-6635.

Best Regards,



Matthew R. Cardin, NH CWS

Attachment A

Tax Map Figure



# 178 Whipple Road - Property Map

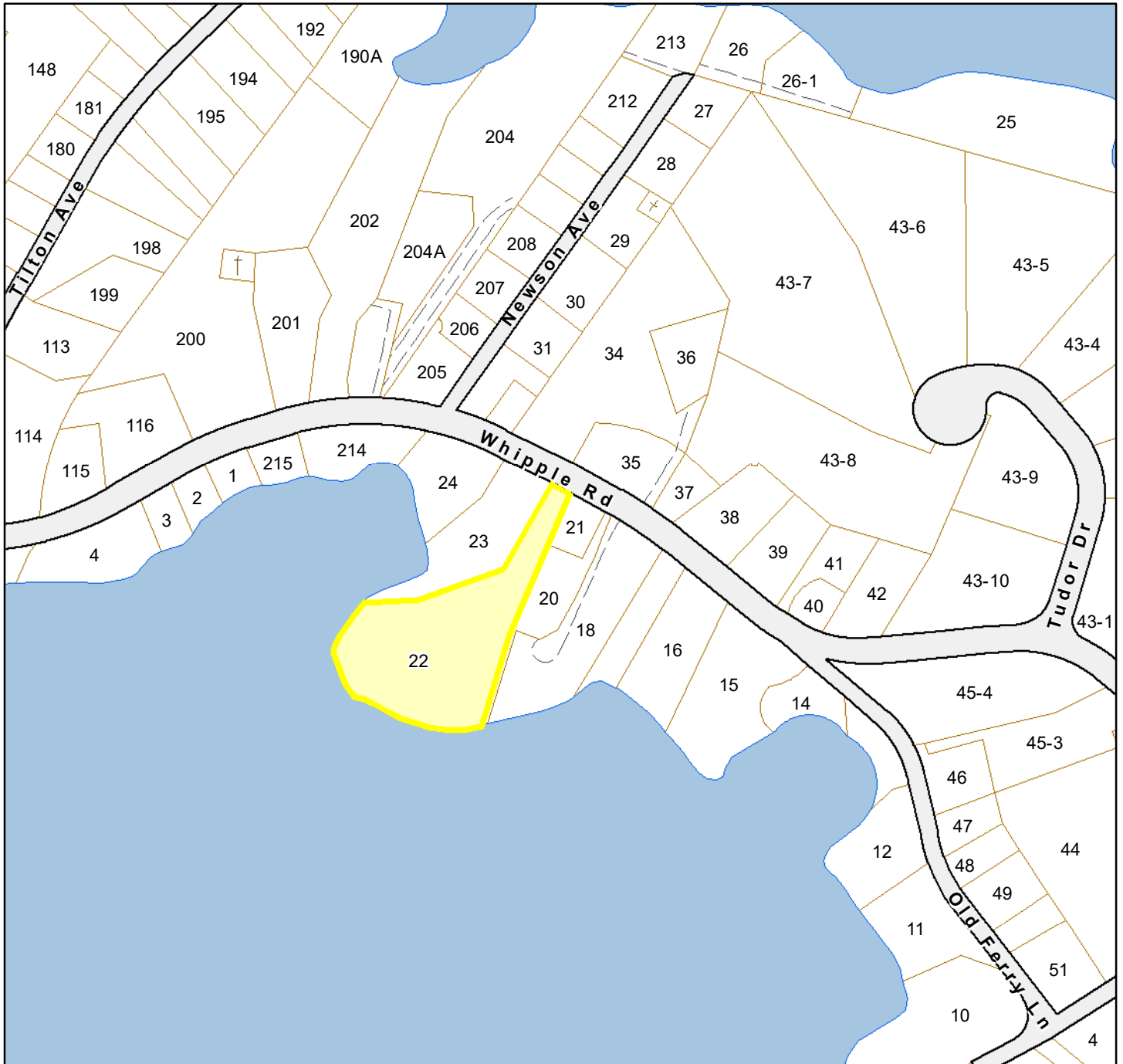
Kittery, ME



1 inch = 275 Feet



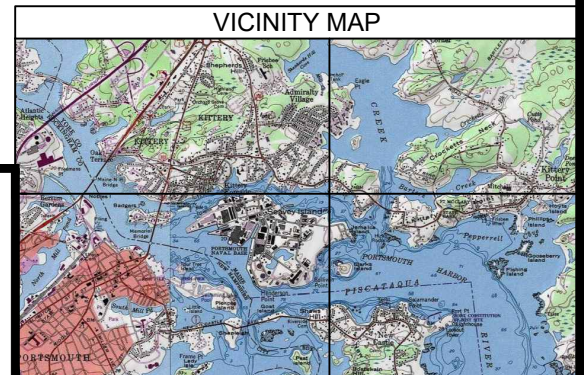
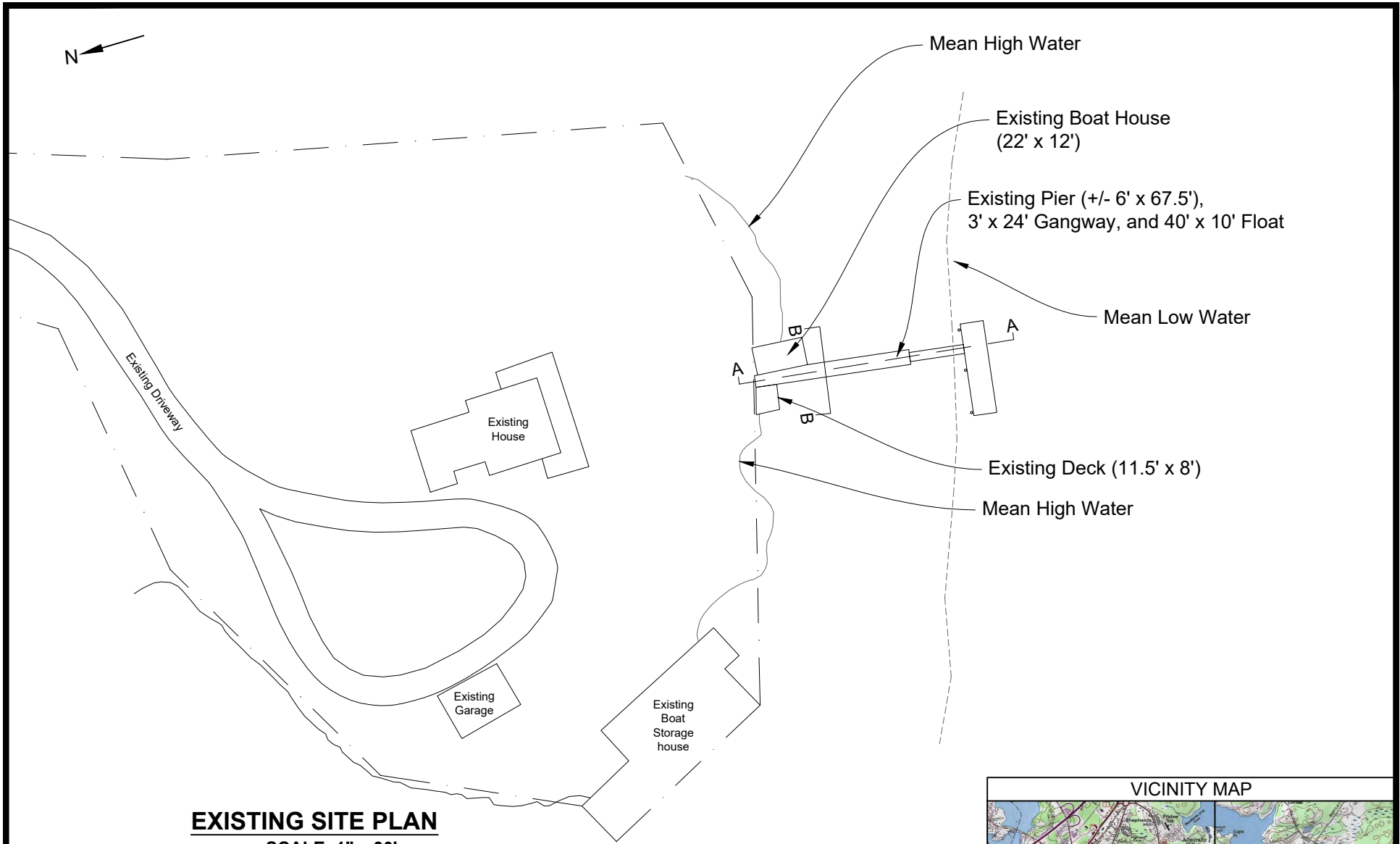
April 6, 2021



Street Names	--- Right of Way
PWater	— Cemetery
Property Line	— Right of Ways
Public Road	Water-poly

Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.

Attachment B  
Application Plans



Prepared For:  
 James Lynch  
 178 Whipple Rd  
 Kittery, Maine 03854

Prepared By:  
 Matthew Cardin, NH CWS

**IN-PLACE REPLACEMENT**  
 ON: PISCATAQUA RIVER  
 TOWN: KITTERY  
 SHEET: 1 of 2

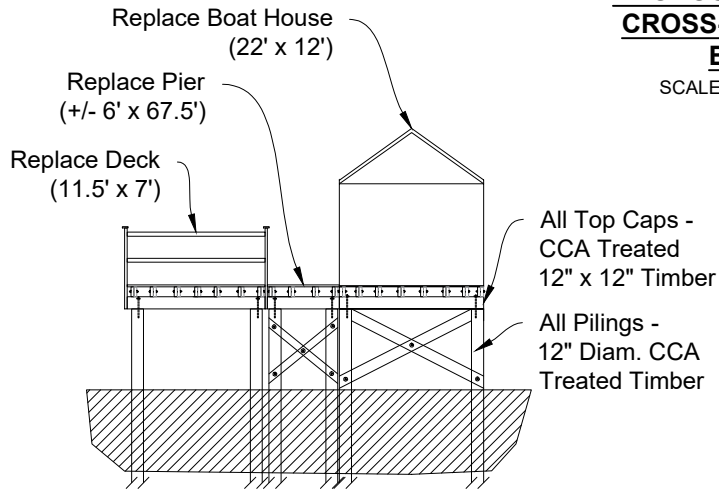
REPLACE EXISTING PIER, GANGWAY, FLOAT,  
 BOAT HOUSE AND ATTACHED DECK

AT: 178 WHIPPLE RD      STATE: ME  
 DATE: APRIL 15, 2021

**PROPOSED DOCK  
CROSS-SECTION**

**B-B**

SCALE: 1" = 16'



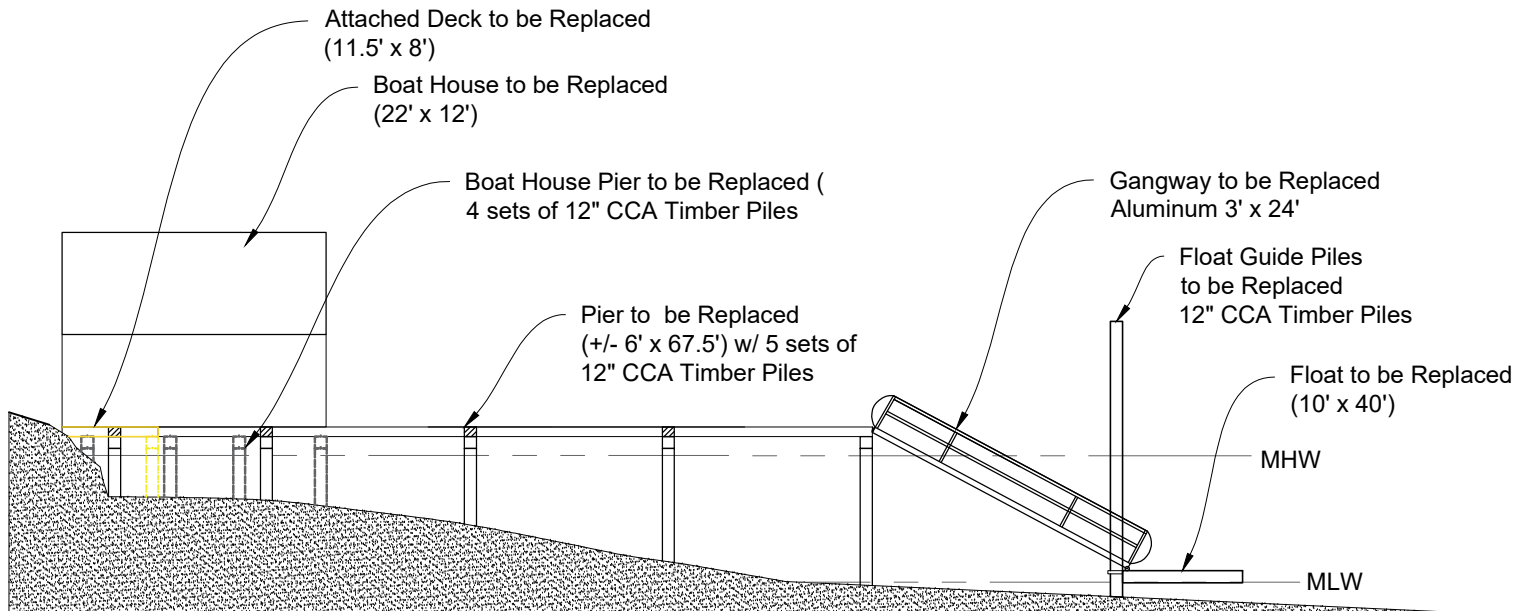
Notes:

1. Replace existing pier (+/- 6' x 67.5'), gangway (3' x 24'), float (10' x 40') and associated float piles; Replace existing boat house (22' x 12'); Replace existing attached deck (11.5' x 8').
2. Total of (27) piles required to replace existing structures.
3. Impact to inter-tidal zone associated with timber piles for structure replacement total 21.21 sq. ft. Area of impact is characterized as mudflat (E2US3).
4. Work to be done via barge staged in inter-tidal zone. Piles to be driven during dry portions of low tide.
5. The work area or proposed dock location contains no SAS. No vegetated shallows were observed within 25' of proposed dock structure.
6. All lumber material below waterline to be CCA pressure treated wood and all hardware to be galvanized steel. CCA treated lumber to be pre-treated before arriving at site.
7. Construction associated with piles, gangway and float to be done from a barge. All construction associated with landing to be done from land within subject property limits.

**PROPOSED DOCK  
CROSS-SECTION**

**A-A**

SCALE: 1" = 16'



Prepared For:

James Lynch  
178 Whipple Rd  
Kittery, Maine 03854

Prepared By:  
Matthew Cardin, NH CWS

IN-PLACE REPLACEMENT REPLACE EXISTING PIER, GANGWAY, FLOAT,  
ON: PISCATAQUA RIVER BOAT HOUSE AND ATTACHED DECK

TOWN: KITTERY

AT: 178 WHIPPLE RD STATE: ME

SHEET: 2 of 2

DATE: APRIL 15, 2021

Attachment C

Abutters List

Town of Kittery Port Authority Application  
Abutters List for Pier Re-construction at  
178 Whipple Road, Kittery, ME  
Map 17, Lot 22

Abutters List:

1. 186 Whipple Road  
Map 17, Lot 18  
David Steward  
33 Lakeview Road  
South Salem, NY 10590
  
2. 182 Whipple Road  
Map 17, Lot 29  
Back Channel Properties, LLC  
33 Lakeview Road  
South Salem, NY 10590
  
3. 180 Whipple Road  
Map 17, Lot 21  
Raymond L Cotillo TR  
Jane A Sewalk TR  
Cotillo-Sewalk Trust 2009  
180 Whipple Road  
Kittery, ME 03904
  
4. 181 Whipple Road  
Map 17, Lot 35  
Geraldine Stevens  
181 Whipple Road  
Kittery, ME 03904
  
5. 173 Whipple Road  
Map 17, Lot 34  
Paul A Withee  
173 Whipple Road  
Kittery, ME 03904
  
6. 171 Whipple Road  
Map 17, Lot 33  
John Shea & Sheila Shea  
34 Ridges Court  
Portsmouth, NH 03801



7. 169 Whipple Road  
Map 17, Lot 32  
Madeleine Johnson  
169 Whipple Road  
Kittery, ME 03904
  
8. 172 Whipple Road  
Map 17, Lot 23  
John Morrison & Vivian Morrison  
172 Whipple Road  
Kittery, ME 03904
  
9. 168 Whipple Road  
Map 17, Lot 24  
Emily Locke & William Locke  
168 Whipple Road  
Kittery, ME 03904

Attachment D

Proof of Legal Interest in Property – Deed

Maine R.E. Transfer Tax Paid

# Warranty Deed

Know all men by these presents that we, **Bruce A. Piche** and **Thomasine Piche**, of Kittery, County of York and State of Maine, with a mailing address of 178 Whipple Road, Kittery, Maine 03904, for consideration paid, grant to **Leslie P. Lynch** and **James P. Lynch** of Wolfeboro, New Hampshire), with a mailing address of PO Box 940, Wolfeboro, NH 03894, with **Warranty Covenants**, as joint tenants and not as tenants in common, the real property in Kittery, County of York and State of Maine, together with the buildings located thereon, bounded and described as follows:

See **EXHIBIT A** attached hereto and incorporated herein by reference.

Being the same premises conveyed to Bruce A. Piche and Thomasine Piche by deed of Margaret E. Meissner and Hilda E. Guenther dated October 13, 1978 and recorded in the York County Registry of Deeds in Book 2450, Page 308 and deed of Florence J. Day, Guardian of Karen Elliot, Charles W. Elliot, Jr. And Bruce Elliot dated November 24, 1978 and recorded in the York County Registry of Deeds in Book 2450, Page 305.

Dated this 23<sup>rd</sup> day of July, 2020.

Signed, sealed and delivered in the presence of:

Duncan A. McEachern

Witness

Duncan A. McEachern

Witness

Bruce A. Piche

Bruce A. Piche

Thomasine Piche

Thomasine Piche

State of Maine  
County of York, ss.

July 23<sup>rd</sup>, 2020

Then personally appeared the above named Bruce A. Piche and Thomasine Piche and acknowledged the foregoing instrument to be their free act and deed.

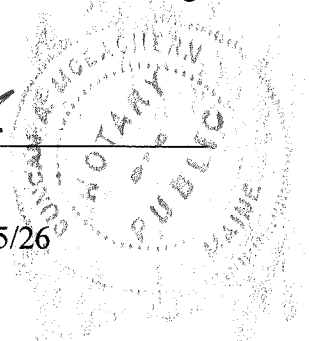
Before me,

Duncan A. McEachern

Duncan A. McEachern

Notary Public

My Commission Expires: 7/25/26



K:\realest\deeds\piche to lynch wd

Bruce A. Piche and Thomasine Piche to Leslie P. Lynch and James P. Lynch

## **EXHIBIT A**

A certain lot or parcel of land together with the buildings thereon situate on the Southwesterly side of Whipple Road, in said Kittery, York County, Maine, more particularly bounded and described as follows:

Commencing at the Northwest corner at the highway leading from Portsmouth, New Hampshire, to Kittery Point, at land now or formerly of Mary L. Newson; thence running easterly by said highway three (3) rods to a hub on line of land now or formerly of the heirs of Emery R. Currier's land; thence south forty (40) degrees west fourteen (14) rods and eleven (11) links to the end of the stone wall; thence continuing south thirty-one (31) degrees west by said stone wall thirteen (13) rods and three (3) links to the bank near the Piscataqua River; thence same course to the River; thence westerly, northerly, and northeasterly by the said River around a point into a cove on the north side of said point about forty-five (45) rods to the end of a stone wall at high water mark dividing said land from land now or formerly of said Mary L. Newson; thence continuing northeasterly by said stone wall seven (7) rods and twenty-two (22) links; thence running north forty-three and one-half (43 ½) degrees east, by the continuous line of wall of said Mary L. Newson, eleven (11) rods to the highway aforesaid and place of beginning.

Also conveying all of the Grantors' right, title and interest in and to the so-called sewer or septic easement conveyed by Emma Galle and Warren Galle to Bruce A. Piche, William A. Dennett and Mary D. Dennett by deed dated August 20, 1993 and recorded in the York County Registry of Deeds in Book 6689, Page 106.

Attachment E

Photographs



Photo 1. Existing Pier – Facing North from Intertidal Zone



Photo 2. Existing Boat House – Facing North from Intertidal Zone



Photo 3. Existing Pier and Boat House – Facing West from Intertidal Zone



Photo 4. Existing Deck – Facing North from Intertidal Zone



Photo 5. Existing Deck – Facing Northeast from Intertidal Zone



Attachment F

Dept. of Marine Resources Time of Year Review

**REQUEST FOR APPROVAL  
OF TIMING OF ACTIVITY  
(DMR)**

This form is for use in obtaining approval from the **Department of Marine Resources (DMR)** for the timing of certain projects in accordance with Chapter 305 Permit by Rule Standards.

**To be filled out by applicant:** (Instructions are on the back of this form)

1. **Applicant's name:** Matt Cardin, CWS  
**Address:** 30 Old Post Road, Newington, NH 03801  
\_\_\_\_\_  
\_\_\_\_\_  
**telephone:** \_\_\_\_\_

2. I plan to perform the following activity (please check the appropriate box):
- Sec. 3 Intake pipes** (tidal waters only)
  - Sec. 4 Replacement of structures** (tidal waters only)
  - Sec. 7 Outfall pipes** (tidal waters only)
  - Sec. 9 Utility crossings** (any location if performed between Oct. 2 and July 14)
  - Sec. 12 Restoration of natural areas** (tidal waters only)
  - Sec. 15 Public boat ramps** (tidal waters only)
  - Sec. 18 Maintenance dredging** (tidal waters only)

3. Brief description of project: [please include the name of the stream or waterbody, if known]  
The project is to replace in-kind/in-place an existing pier (68'x5') supported by 14 wood pilings, existing gangway (24') and floats, existing boathouse (22'x12') supported by 10 piles, existing deck (12'x8') supported by 4 piles located in Kittery, Maine on the Piscataqua River. The pier, gangway, float, boat house pier, and deck are all in need of replacement. Pilings will be class B 12' CCA treated piles and driven from barge staged at the lower edge of the inter-tidal zone. All existing wood material will be removed from the site. Majority of work is within the inter-tidal zone.

4. I plan to perform this activity between the dates of May, 2021 and June 2021.  
(start date) (end date)
5. I have included a map showing the location of my project.  
**\*[Please note that if no location map is provided, no approval will be granted by DMR]**
6. Send completed form to: DMR Environmental Coordinator  
P.O. Box 8, West Boothbay Harbor, ME 008-04575

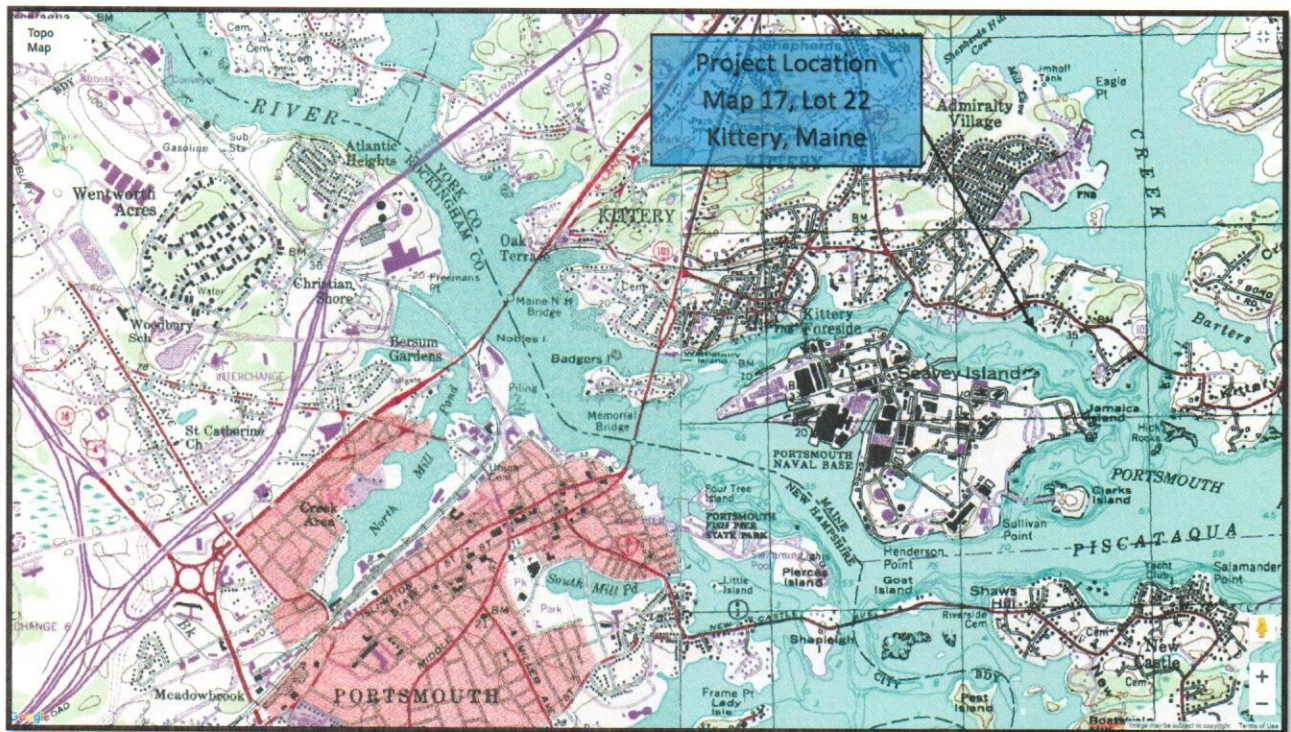
**For agency use only:**

The Department has reviewed the proposed timing of the activity identified above and:

- approves of the project's timing as proposed.
- requires that the project's timing be changed to occur between \_\_\_\_\_ and \_\_\_\_\_  
(start date) (end date)
- Other comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

  
DMR Environmental Coordinator

6 April 2021  
Date



Full Pier Replacement –  
178 Whipple Road, Kittery, Maine  
Map 17, Lot 22

## Carrie Varao

---

**From:** Matthew Cardin <mr.cardin@gmail.com>  
**Sent:** Thursday, May 27, 2021 12:10 AM  
**To:** Carrie Varao; Harbor Master  
**Subject:** Re: KPA meeting  
**Attachments:** 178 Whipple-sheet 1 Rev 1.pdf; 178 Whipple-sheet 3 Rev 1.pdf

Hi Carrie and KPA,

I'm attaching a set of revised plans based on feedback and discussions from the site meeting held on 5/25.

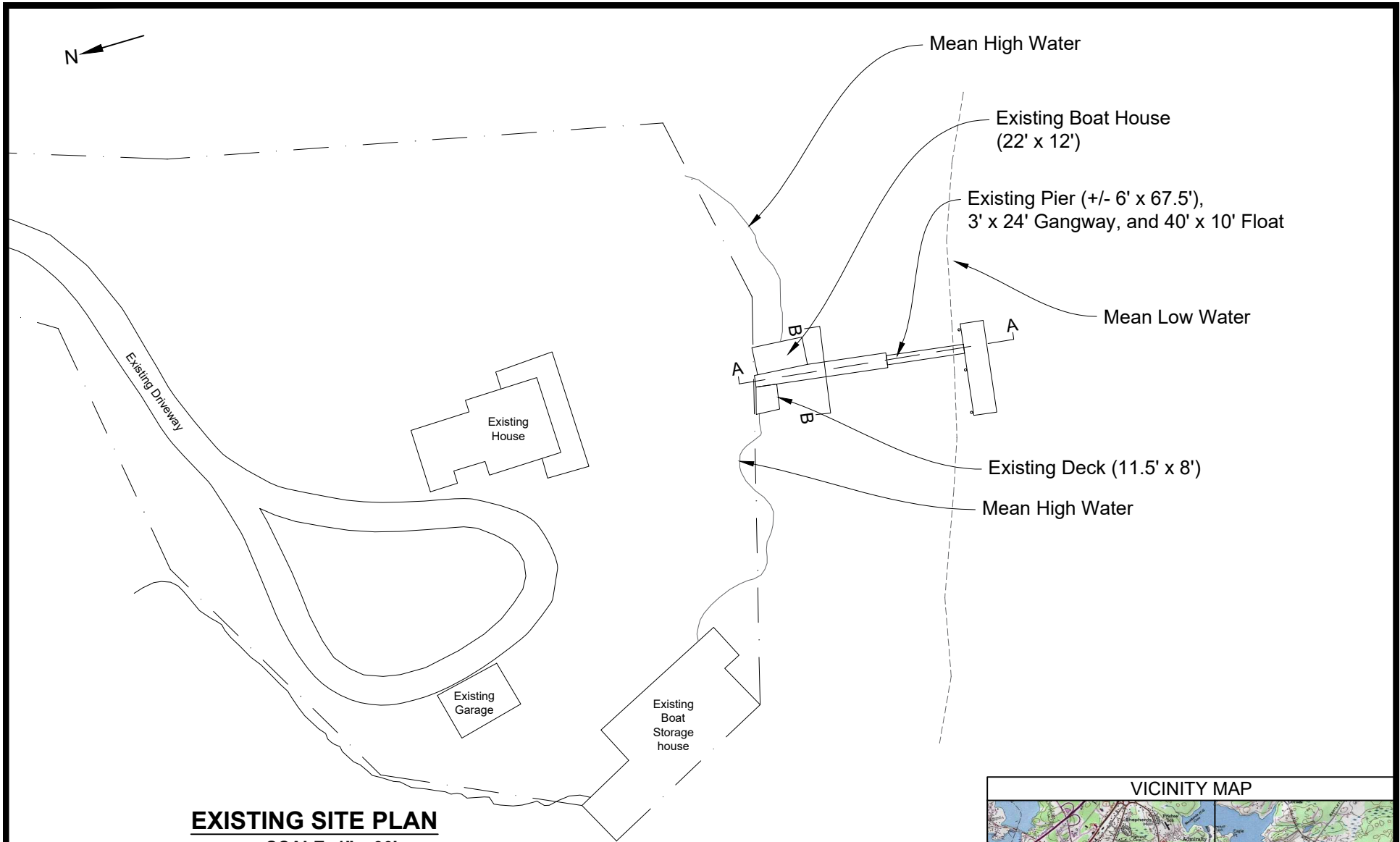
The following summarizes the changes:

1. Railings along the fixed pier and deck have been added.
2. Height increase of pier, deck, and boathouse have is demonstrated.
3. The length of the pier and gangway has been reconfigured from what is existing (67.5' pier and 24' gangway) to a 57.5' pier and a 35' gangway to allow an eased slope from the pier down to the float.

Please don't hesitate to contact me if you have any questions.

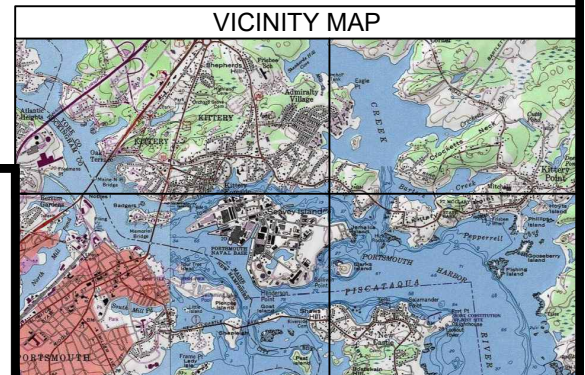
Thanks,

Matt Cardin



**EXISTING SITE PLAN**

SCALE: 1" = 30'



Prepared For:  
 James Lynch  
 178 Whipple Rd  
 Kittery, Maine 03854

Prepared By:  
 Matthew Cardin, NH CWS

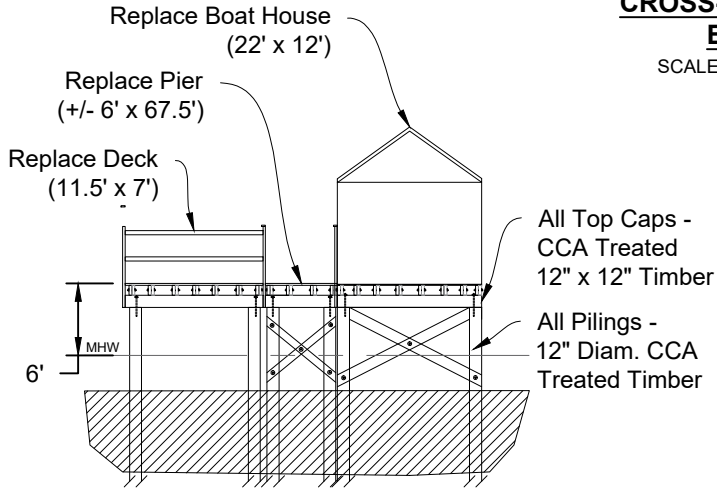
IN-PLACE REPLACEMENT  
 ON: PISCATAQUA RIVER  
 TOWN: KITTERY  
 SHEET: 1 of 2

REPLACE EXISTING PIER, GANGWAY, FLOAT,  
 BOAT HOUSE AND ATTACHED DECK  
 AT: 178 WHIPPLE RD STATE: ME  
 DATE: APRIL 15, 2021; Rev 5/27/2021

**PROPOSED DOCK  
CROSS-SECTION**

**B-B**

SCALE: 1" = 16'



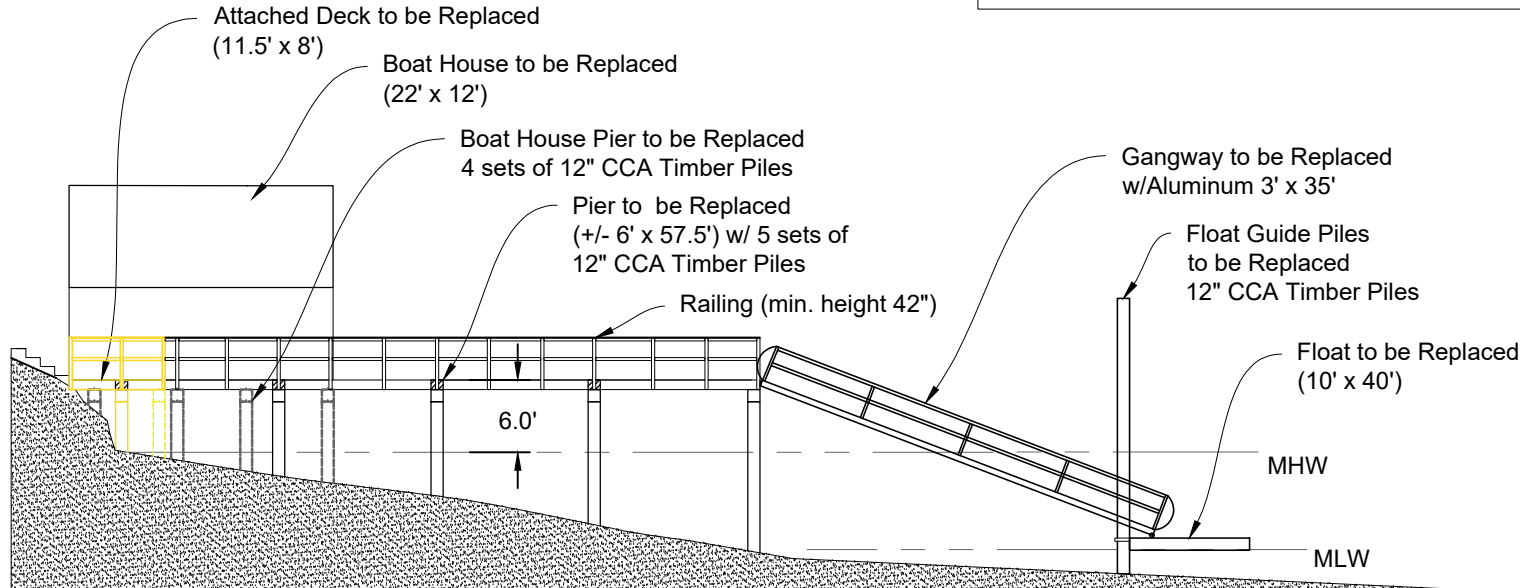
Notes:

1. Replace existing pier with +/- 6' x 57.5' pier, 3' x 35' gangway, and 10' x 40' float and associated float piles; Replace existing boat house (22' x 12'); Replace existing attached deck (11.5' x 8').
2. Deck height of structures to be raised to no more than 6' above MHW. Pier/Deck raised +/- 2.0'; Boathouse raised +/- 3.0'
2. Total of (27) piles required to replace existing structures.
3. Impact to inter-tidal zone associated with timber piles for structure replacement total 21.21 sq. ft. Area of impact is characterized as mudflat (E2US3).
4. Work to be done via barge staged in inter-tidal zone. Piles to be driven during dry portions of low tide.
5. The work area or proposed dock location contains no SAS. No vegetated shallows were observed within 25' of proposed dock structure.
6. All lumber material below waterline to be CCA pressure treated wood and all hardware to be galvanized steel. CCA treated lumber to be pre-treated before arriving at site.
7. Construction associated with piles, gangway and float to be done from a barge. All construction associated with landing to be done from land within subject property limits.

**PROPOSED DOCK  
CROSS-SECTION**

**A-A**

SCALE: 1" = 16'



Prepared For:

James Lynch  
178 Whipple Rd  
Kittery, Maine 03854

Prepared By:  
Matthew Cardin, NH CWS

IN-PLACE REPLACEMENT REPLACE EXISTING PIER, GANGWAY, FLOAT,  
ON: PISCATAQUA RIVER BOAT HOUSE AND ATTACHED DECK

TOWN: KITTERY

AT: 178 WHIPPLE RD STATE: ME

SHEET: 2 of 2

DATE: APRIL 15, 2021; Rev 5/27/2021

### **3.19 Kayaks and Paddle Board Storage**

#### **3.19.1 Kayak and Paddle Board Storage General**

- A. All storage sites on Town property are under the exclusive control of the Harbormaster. The Harbormaster may establish requirements and procedures for the safe and orderly storage of kayaks and paddle boards on Town property.
- B. Only permitted kayaks and paddle boards may be stored on Town property.
- C. Failure to follow the requirements and procedures established by the Harbormaster will result in forfeiture of the storage permit.

#### **3.19.2 Assignment of Storage with No Waiting List**

Vacant storage sites will be assigned to resident applicants first, then non-resident applicants.

#### **3.19.3 Assignment of Storage with Waiting List**

- A. The Harbormaster shall maintain a waiting list for each storage site area.
- B. Person(s) may request their name be added to the storage waiting list by filling out a storage wait list application and paying the application fee. Such fee is due no later than April 15th, on an annual basis in order to remain on the waiting list. Incomplete applications will not be processed.
- C. The waiting list will be organized by resident and non-resident status. Vacant storage sites will be offered to residents on the waiting list first. If no resident accepts the vacant storage site, then it will be offered to non-residents on the waiting list.
- D. Once a storage site is offered to an applicant on the waiting list, the applicant has ten (10) calendar days to accept the storage, provide required documents, and pay the fee. This may be extended upon approval of the Harbormaster. Failure to comply with this section by the deadline will result in forfeiture of the storage and the removal of the applicant from the waiting list.

#### **3.19.4 Storage Permits**

- A. Only kayaks and paddle boards may be stored on Town property.
- B. All storage permits begin on May 1 and expire on April 30.
- C. The storage permit renewal application and permit fee must be received by April 15.

Failure to submit the renewal application and pay the permit fees by April 15 will result in assessment of late fees and the possible forfeiture of the storage permit.

D. All kayaks, paddle boards, or other personal property stored on Town property must be removed upon notice of the Harbormaster. Items not removed will be deemed to be abandoned, and removed in accordance with §2.6.

## **Appendix A Fees**

### **Kayak Rack Storage Fees**

**Kittery Resident** - \$150.00

**Non-Kittery Resident** - \$250.00



**TOWN OF KITTERY**  
**KITTERY PORT AUTHORITY**

Map: <u>22</u>
Lot: <u>31</u>
Date Submitted: <u>12 MAY 2021</u>

Application for  
**PIERS, WHARFS, FLOATS AND OTHER MARINE-RELATED STRUCTURES**

Contact: kpa@kitteryme.org

Website: kitteryme.gov

NOTE: Ten (10) sets of plans, applications, maps and other necessary information are required at submittal.

The following application is submitted for the construction, modification, reconstruction of a:  
6x90' FIXED PIER WITH A 3'x45' ALUMINUM RAMP LEADING TO  
A 12x30' FLOAT

1. This project is an in-kind repair/replacement, which will not expand, move, or modify the style of the existing structure:

Yes, it is in-kind repair

No, there will be modifications

2. Property Owner(s): SCOTT C. MORFAT

3. Property Address: 144 ROBBERS RD

4. Telephone Number: 603 498 2096 Email: scmdvm@aol.com  
(REQUIRED) (REQUIRED)

5. Property Size (Acres/SF): 58 ACRES Zoning District(s): UR

6. The shore frontage of this property is >1100 feet, measured at the high water line in a straight line, stake to stake.

7. This is my first Kittery Port Authority application for this property: Yes  No

If No, please explain:  
this permit was previously approved in 2005

8. LEGAL INTEREST: The applicant demonstrates a legal interest in the property by including a copy of the following: Deed, Purchase and Sale Agreement

9. CONSTRUCTION PLAN: Provide a description of the property showing all proposed construction showing the lot lines and exact positions of the proposed structure with dimensions and elevations from readily identifiable reference points.

Applicant Signature: Scott C Morfat Date: 5/12/21

Property Owner Signature: Scott C Morfat Date: 5/12/21

Agent Name: \_\_\_\_\_ Agent Firm: \_\_\_\_\_

Agent Phone: \_\_\_\_\_ Agent Email: \_\_\_\_\_  
(REQUIRED) (REQUIRED)

**APPLICATION FEE (\$125).** Include a check payable to the Town of Kittery. Additional funds may be required to pay for other direct costs necessary to complete the application process, not including application fees. Title 3, Chapter 3.3

Fee Paid, Amount: \$125.00 Date: 5/13/21

## INSTRUCTIONS FOR FILLING OUT PORT AUTHORITY APPLICATION

- a. Attach Town Tax Map of Lot.
  - b. Attach Plan of lot with location and dimensions of the proposed structures or alterations to existing structures.
  - c. Attach list of abutters within 150 ft. (include those over water) of applicant's shorefront property line.
  - d. Attach proof of legal interest in property.
  - e. Attach a drawing of the proposed structure showing the top, side and end views with all principal dimensions. Side view showing elevation of top of deck above mean low water:
- A. Identify a fixed reference point on shore from which all seaward measurements are to be made.
  - B. Piers are not to exceed 100 feet beyond the normal high water mark nor extend below the mean low water mark, whichever is shorter. Pier, ramp and floats may not extend more than 150 feet beyond high watermark.
  - C. The maximum height of pier deck surface may not exceed 6 feet above the normal high water mark, and the handrails shall not exceed a height above the deck surface of 42" without the specific approval of the KPA.
  - D. The Port Authority may grant a waiver from the specifications of these regulations provided that, due to special circumstances of the specific application, the granting of a waiver will not adversely impair the public health, safety and general welfare, use of public waters, navigation or harm the environment. All such waivers must be supported by sufficient findings of fact.

Submittals must be received a minimum of 21 days prior to a scheduled Port Authority meeting.

### **Port Authority Procedure (Sequence of Events):**

1. The Port Authority meets the first Thursday of every month. The Chairperson prepares the agenda seven days prior to the meeting.
2. The Port Authority Chairperson reviews the application for completeness and, if complete, places the application on the KPA agenda for discussion at the next meeting.
3. The Port Authority reviews the application. Once accepted, a site walk may be scheduled, and a public hearing set for the following meeting.
4. The Port Authority issues a notice of decision following review at the public hearing.
5. Once the Port Authority approval is granted, an applicant must apply for a building permit with the Code Enforcement Officer. No building permit will be issued until all approvals and permits are received, and application related fees are paid in full.

### **Other Permits required by State and Federal Agencies (not inclusive):**

Maine Department of Environmental Protection  
312 Canco Road  
Portland, ME 04103  
(207) 822-6300

US Army Corps of Engineers  
Maine Project Office  
675 Western Avenue, #3  
Manchester, ME 04351  
(207) 623-8367

Department of Conservation (for structures below mean low water mark)  
Bureau of Parks and Lands  
State House Station #22  
Augusta, ME 04333

**Planning Board** review *may* be required if there is upland development (Title 16.11 Marine Related Development). All Port Authority applications are reviewed by planning and code enforcement staff for Title 16 applicability at the time of application submittal and prior to review by the Port Authority.

MISCELLANEOUS PAYMENT RECPT#: 658526  
TOWN OF KITTEERY - LIVE  
200 ROGERS ROAD  
KITTEERY ME 03904

DATE: 05/13/21                    TIME: 14:27  
CLERK: 220codeca                DEPT:  
CUSTOMER#: 0

PARCEL: 144 ROGERS RD

CHG: 10            DESIGNATED ACCO                    125.00

AMOUNT PAID:                    125.00

PAID BY:                    SCOTT C MOFFAT

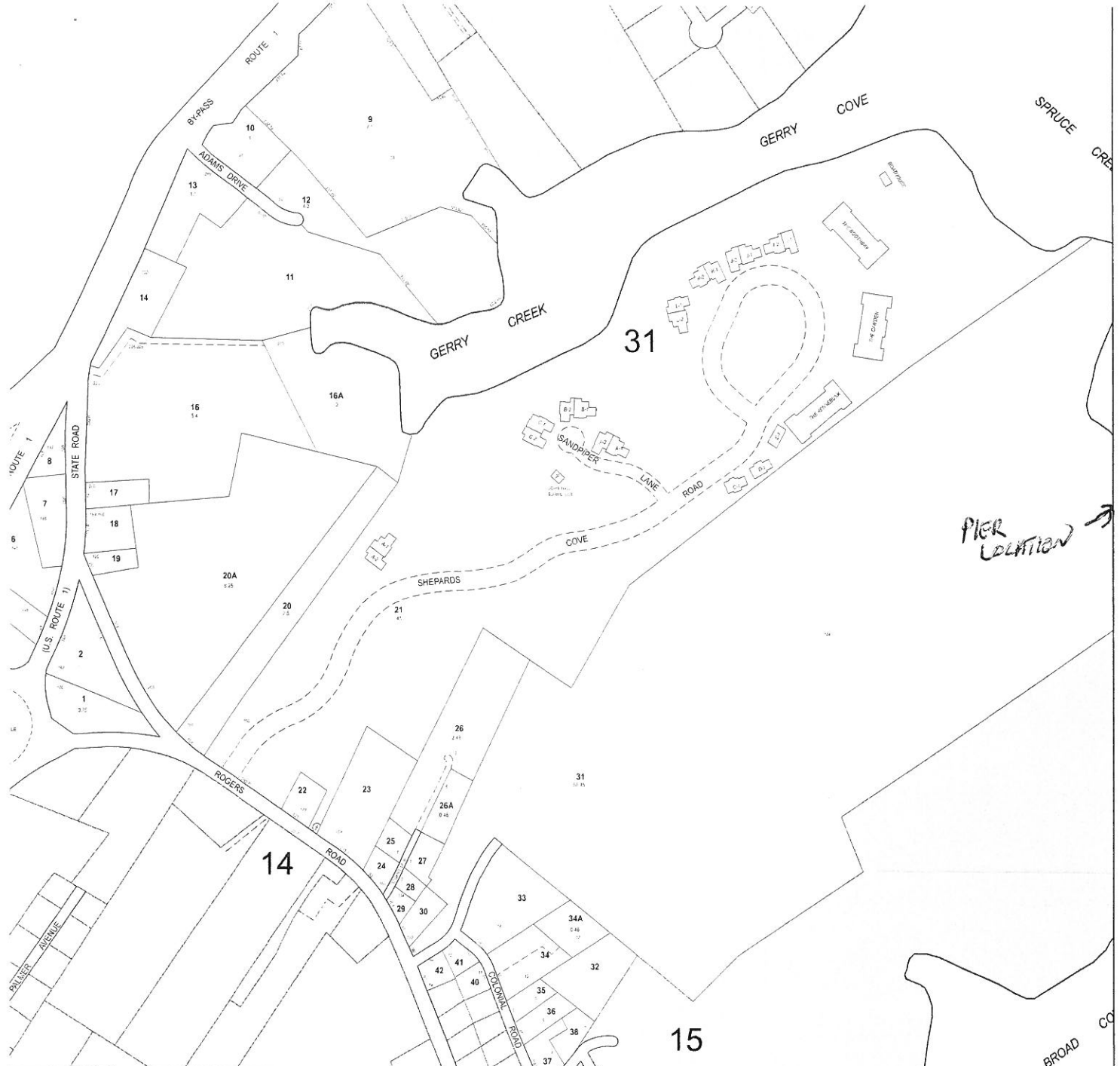
PAYMENT METH: CHECK  
1101

REFERENCE:                    CV

AMT TENDERED:                    125.00




AMT APPLIED:                    125.00

CHANGE:                                    .00



<p>THIS MAP IS THE PROPERTY OF CAI TECHNOLOGIES, INC. AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF CAI TECHNOLOGIES, INC.</p>	<p>CAI Technologies          Planning Maps &amp; GIS Solutions</p>	<p><b>LEGEND</b></p> <table border="0"> <tr> <td>.....</td> <td>18</td> <td>.....</td> <td>22</td> </tr> <tr> <td>.....</td> <td>19</td> <td>.....</td> <td>23</td> </tr> <tr> <td>.....</td> <td>20</td> <td>.....</td> <td>24</td> </tr> <tr> <td>.....</td> <td>21</td> <td>.....</td> <td>25</td> </tr> <tr> <td>.....</td> <td>22</td> <td>.....</td> <td>26</td> </tr> <tr> <td>.....</td> <td>23</td> <td>.....</td> <td>27</td> </tr> <tr> <td>.....</td> <td>24</td> <td>.....</td> <td>28</td> </tr> <tr> <td>.....</td> <td>25</td> <td>.....</td> <td>29</td> </tr> <tr> <td>.....</td> <td>26</td> <td>.....</td> <td>30</td> </tr> <tr> <td>.....</td> <td>27</td> <td>.....</td> <td>31</td> </tr> <tr> <td>.....</td> <td>28</td> <td>.....</td> <td>32</td> </tr> <tr> <td>.....</td> <td>29</td> <td>.....</td> <td>33</td> </tr> <tr> <td>.....</td> <td>30</td> <td>.....</td> <td>34</td> </tr> <tr> <td>.....</td> <td>31</td> <td>.....</td> <td>35</td> </tr> <tr> <td>.....</td> <td>32</td> <td>.....</td> <td>36</td> </tr> <tr> <td>.....</td> <td>33</td> <td>.....</td> <td>37</td> </tr> <tr> <td>.....</td> <td>34</td> <td>.....</td> <td>38</td> </tr> <tr> <td>.....</td> <td>35</td> <td>.....</td> <td>39</td> </tr> <tr> <td>.....</td> <td>36</td> <td>.....</td> <td>40</td> </tr> <tr> <td>.....</td> <td>37</td> <td>.....</td> <td>41</td> </tr> <tr> <td>.....</td> <td>38</td> <td>.....</td> <td>42</td> </tr> </table>	.....	18	.....	22	.....	19	.....	23	.....	20	.....	24	.....	21	.....	25	.....	22	.....	26	.....	23	.....	27	.....	24	.....	28	.....	25	.....	29	.....	26	.....	30	.....	27	.....	31	.....	28	.....	32	.....	29	.....	33	.....	30	.....	34	.....	31	.....	35	.....	32	.....	36	.....	33	.....	37	.....	34	.....	38	.....	35	.....	39	.....	36	.....	40	.....	37	.....	41	.....	38	.....	42	<p>SCALE 1" = 150'</p> <p>APRIL 2023</p>	<p>PROPERTY MAPS  <b>KITTERY</b>          MAINE</p>	<p>INDEX DIAGRAM</p> <p>MAP NO. <b>22</b></p>
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<p>GENERAL INFORMATION: THIS MAP IS FOR PUBLIC USE. THE STATE OF MAINE DEPARTMENT OF CONSERVATION AND FORESTRY HAS REVIEWED THIS MAP AND FOUND IT TO BE IN ACCORDANCE WITH THE REQUIREMENTS OF THE MAINE STATE PLANNING AND ZONING ACT.</p>	<p>DESIGNED &amp; PREPARED BY   CAI Technologies          Planning &amp; Mapping Solutions</p>	<p><b>LEGEND</b></p> <table border="0"> <tr> <td></td> <td>ROAD</td> </tr> <tr> <td></td> <td>WATER</td> </tr> <tr> <td></td> <td>BOUNDARY</td> </tr> <tr> <td></td> <td>EASEMENT</td> </tr> </table>		ROAD		WATER		BOUNDARY		EASEMENT	<p>SCALE: 1" = 100'</p>  <p>REVISION TO: APRIL 1, 2023</p>	<p>PROPERTY MAPS  <b>KITTERY</b>          MAINE</p>	<p>INDEX DIAGRAM   MAP NO.  <b>32</b></p>
	ROAD												
	WATER												
	BOUNDARY												
	EASEMENT												

List of abutters within 150 feet of shorefront property lines

Map 15 Lot 91 Inhabitants of Kittery

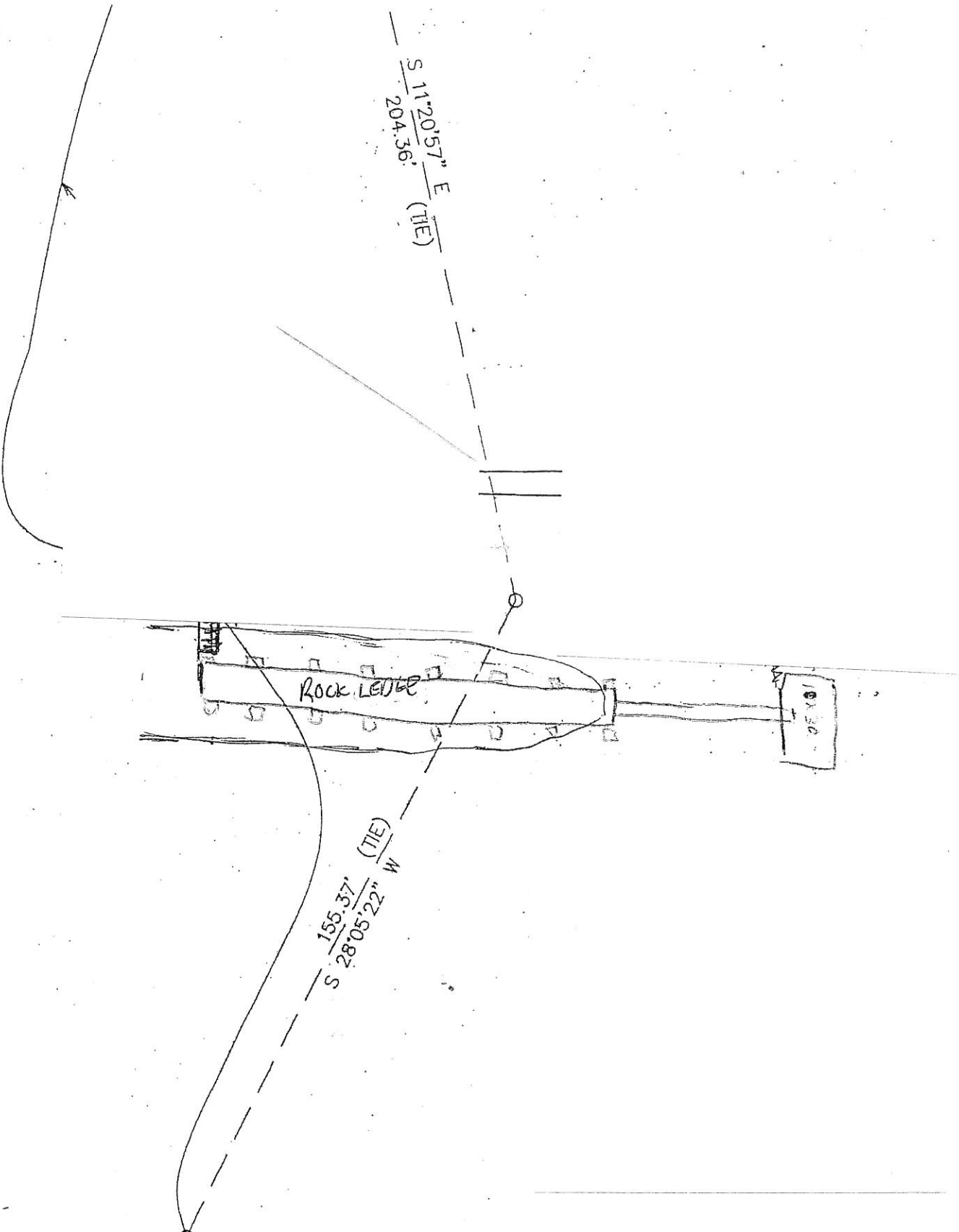
200 Rogers RD

Kittery, ME 03904

Map 22 Lot 21 Shepards Cove Condominiums

100 Shepards Cove Road

Kittery, ME 03904



S 11°20'57" E  
204.36' (TIE)

Rock LEDE

S 28°05'22" W  
155.37' (TIE)

117.54'  
79°13'03" W PROPERTY LINE

S.F.  
560 S.F.

QUITCLAIM DEED WITHOUT COVENANT  
(Release Deed)  
(144 Rogers Road, Kittery, Maine)

KNOW ALL ME BY THESE PRESENTS, that THE FIRST NATIONAL BANK OF BOSTON having its principal place of business in Boston, Massachusetts, in consideration of One Dollar (\$1.00) and other valuable consideration, paid by Scott Moffat having a mailing address of 195 State Road, Kittery, Maine 03904 ("Grantee"), the receipt whereof is hereby acknowledged, does hereby remise, release, bargain, sell and convey, and forever quit-claim unto the said Grantee, its successors and assigns forever, all of its right, title and interest, if any, in and to the following described real estate:

MAINE STATE TAX PAID

PARCEL 1:

A certain lot or parcel of pasture land situated in Kittery in the County of York and State of Maine. Bounded on the North and West by land now or formerly of the heirs of John Goodsoe; on the South by land of heirs of John Rowers and on the East by Spruce Creek, so-called, containing thirty-four acres, more or less, and being the same premises conveyed to Harold O. Russell by deed of E. Shirley Rundlett et al by warranty deed dated February 4, 1924 and recorded in York County Registry of Deeds in Book 729, Page 188, and by deed of Alfred N. Smith as guardian of Barbara Smith by deed dated January 28, 1924 and recorded in York County Registry of Deeds Book 727, Page 227.

Together with such rights of way as may now exist to Rogers Road, so-called, and to such other right of way as may be appurtenant to said premises. Reserving, however, to the Kittery Water District the right to maintain a water main across said property as the same may now exist.

Meaning and intending to convey and hereby conveying the same premises described in deed from Howell E. Russell et al, dated June 5, 1987 recorded in said Registry of Deeds in Book 4347, Page 325.

PARCEL 2:

A certain lot or parcel of Land with the buildings thereon situated in said Kittery, and bounded and described as follows:

2



BEGINNING on Rogers Road, a public highway, at the line of a private way which leads to the Goodsoe pasture; thence Northerly by said Rogers Road to a nub set at a point sixty-five (65) feet Southerly from line of land of John Healey; thence turning and running Easterly one hundred seventy-eight (178) feet to a nub; thence Northerly ninety-eight (98) feet to said Healey's land; thence Easterly by lands of said Healey, one Mott and Alfred C. Moulton to land of Harry O. Peruck; thence Southerly by said Remuck's land to the private way or Goodsoe Property; thence Westerly by said private way and Goodsoe property to Rogers Road and the place of beginning.

Meaning and intending to convey and hereby conveying the same premises described in deed from Richard B. Redmayne et al dated July 9, 1986 recorded in said Registry of Deeds in Book 3912, Page 179.

PARCEL 3:

A certain lot or parcel of land situated in Kittery in the County of York and State of Maine and consisting of pasture and woodland, containing about eighteen acres, bounded northerly by land now or formerly of George L. Farnish and Oliver R. Grant; easterly by Spruce Creek; southerly by land now or formerly of Harold Rusell and westerly by tillage land formerly of Luther A. Goodsoe, the division line being marked by a stone wall and also defined on a plan of the Goodsoe property filed in the Registry of Deeds for York County, Plan Book 12, Page 143.

Together with a right of way to Rogers Road on the westerly side of the field as appears on the aforesaid plan and is shown to be twenty-five (25) feet wide therein. Said right of way consists of a northerly extension of Colonial Drive, so-called, as indicated in part by the remains of old stone walls leading to the southerly corner of the above described premises.

Meaning and intending to convey and hereby conveying the same premises described in Deed from Richard B. Redmayne et al dated July 9, 1986 recorded in said Registry of Deeds in Book 3912, Page 180.

All of the foregoing Parcel 1, Parcel 2 and Parcel 3 meaning and intending to describe and convey and hereby conveying any and all right, title and interest of The First National Bank of Boston in and to the premises described in that certain Mortgage and Security Agreement dated March 14, 1990, and recorded in the York County Registry of Deeds in Book 5348, Page 30.

RECORDED IN BOOK 3912 PAGE 179  
 JUL 10 1986  
 YORK COUNTY REGISTRY OF DEEDS



**Town of Kittery**  
**PLANNING OFFICE**  
PO Box 808, Kittery, Maine 03904  
(207) 439-6807

To: Milton Hall, Chairman  
Kittery Port Authority

From: Jim Noel, Town Planner 

Date: April 29, 2005

Re: Review of application from Scott and Kirsten Moffat for pier, ramp, and float system. Map 22 Lot 7, zoned Urban Residence.

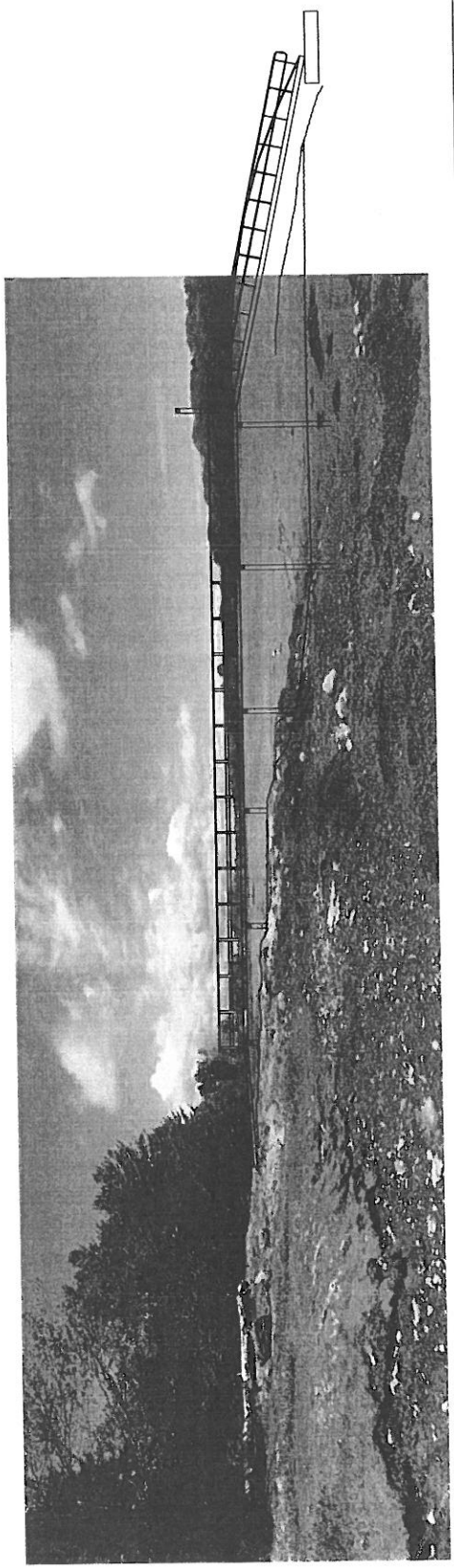
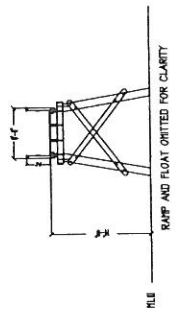
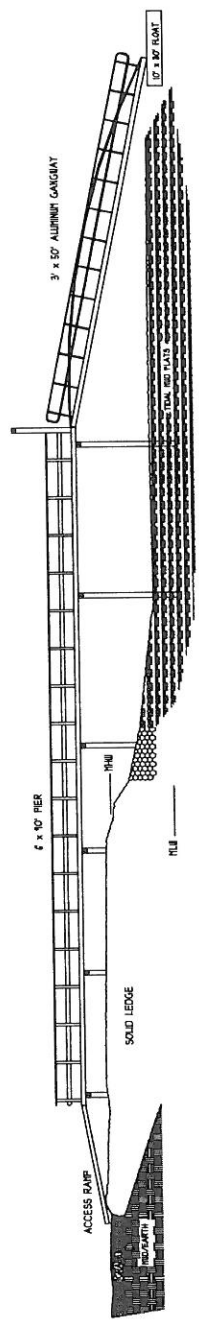
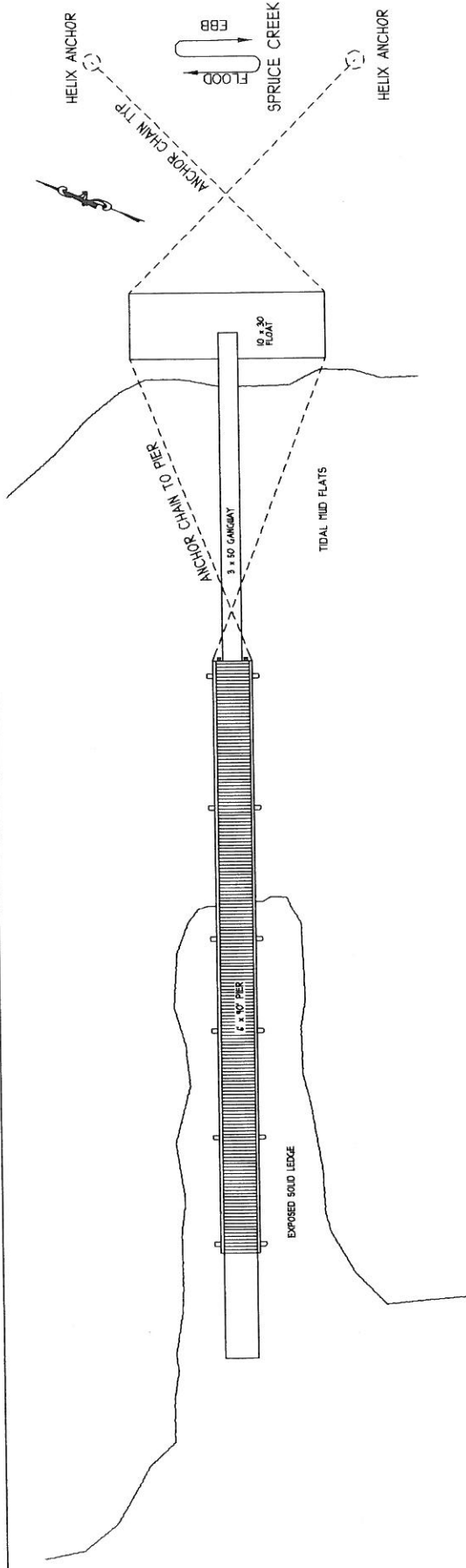
Per the Land Use review initiated on March 18, 2005, the Code Enforcement Officer and I have reviewed the submittals re: the proposed construction of a pier, ramp, and float system to be constructed at 195 State Rd. Kittery, Me.

As you are aware, the CEO and I are responsible to review applications of this type to determine compliance with the Kittery Land Use and Development Code/Zoning Ordinance.

It does not appear that this particular project is in conflict with either the Comprehensive Plan or the LUDC.

This application has been reviewed for a residential use for an individual property owner. Any proposed changes to the submitted plan will need further review from our offices.

CC; Jon Carter, Town Manager  
Scott Moffat, Applicant  
Heather Ross, CEO



PROPOSED LAYOUT 144 ROGERS RD, KITTERY, ME	DATE
BY SCOTT WOFFAT	7/24/14
SCALE	NOT TO SCALE
PROJECT NO.	MPD
Custom Float Services, Inc.	

Elisabeth Ewing

109 Pepperrell RD  
PO Box 28  
Kittery Point, ME  
03905-0028  
betsykpt@gmail.com

May 17, 2021

Town of Kittery

Port Authority

200 Rogers Road  
Kittery, ME 03904

RE: Port Authority Regulation 7.1.1

I am writing to appeal my mooring revocation. During these past few weeks I have been working increased hours at my York Hospital job and dealing with other important and stressful personal issues. I was delayed picking up my mail for nearly a week when last Thursday 5/13 I found in my PO Box 2 identical letters from John Brosnihan mailed since 5/1 the second was certified. I was suddenly aware of my failure to meet the 5/1/21 deadline and was very concerned. I walked to the town wharf where I found John and he asked why I was giving up my mooring. I told him I had no intention to give it up however I must have been so busy with everything that I missed all communication about this years date the fees were due. Last year I remember it was delayed until July. I had not visited the Web site since late last fall. I should have! He said he sent to me along with all mooring owners a reminder when fees were due back in mid April. I told him I did not remember receiving or opening an e mail from the HarborMaster in recent weeks. I realized I have also been puzzled why I had not received other e mail like my new CPR recert card. At this point I told John I would investigate my e mail problem and hoped I could pay my fees now over 2 wks late and be reinstated. He advised me to write this letter and explain why I did not renew by the deadline. I am especially wanting to continue to use mooring #100 since I am finally taking ownership of a small motor boat hopefully by the end of this week and will then register it right away. My main e mail address [betsykpt@gmail.com](mailto:betsykpt@gmail.com) is the address (I use for most everything) is hopefully functioning normally and back receiving mail now. I did troubleshoot over the weekend and found I was not receiving g mail for at least 3 weeks explaining why I did not find the 4/22 e mail from John. I only had to reset my password. I am not very computer savvy. I apologized to him for me getting upset over miscommunication. I will take responsibility for not checking the Kittery Harbor Master Web site, having messed up my g mail (the address for me in the data base) and for not picking up my postal mail more

often! I honestly was unaware of the date this year but should have been. I have been over my head and obviously behind with important Port Authority regulations.

I respectfully request revocation of motoring #100. I have enclosed 200.00 for the size of the boat I am purchasing, 50.00 late fee and 50.00 dinghy fee =300.00

Sincerely,

Elisabeth Ewing

A handwritten signature in cursive script, appearing to read "E. Ewing".

Elisabeth Ewing (Betsy)



**KITTERY PORT AUTHORITY  
TOWN HALL  
200 ROGERS RD.  
KITTERY, ME 03904**

Phone: 207-439-0452 ext 301  
Email: [kpa@kitteryme.org](mailto:kpa@kitteryme.org)  
[www.kittery.org](http://www.kittery.org)

May 18, 2021

Joseph Smith Jr  
5 Duncan Way  
Kittery Point ME 03905

Dear Joseph Smith

Your request for in-kind maintenance and repair consisting of repairing of supports under an existing pier has been approved by the Chair of the Kittery Port Authority.

This is your letter to proceed from the Kittery Port Authority. A copy has been provided to the Code Enforcement Officer. This approval is contingent on the approval of any other governing bodies that may be required before building commences.

Your approval is good for one year from the date the building permit is issued. A permit for which no substantial work has commenced within a year of date of issue will expire. A permit for which work is not substantially complete within two years from date of issue will expire. Expired permits will need to be renewed. If you have any further questions or make any alterations to your approved plans please contact the Chair of the Kittery Port Authority.

Respectfully,

Kelly L. Philbrook  
Kittery Port Authority Chair

cc: Code Enforcement Officer  
File