



**Town of Marblehead**  
**ZONING BOARD OF APPEALS**

*Mary A. Alley Municipal Building*  
7 Widger Road, Marblehead, MA 01945

**TOWN SEAL**  
tel: 781-631-1529

fax: 781-631-2617

Revision Date: 12-02-20

**ZBA APPLICATION**

PAGE 1 of 3

RECEIVED  
MARBLEHEAD  
TOWN CLERK  
2025 JUN 16 PM 3:15  
Town Clerk

Project Address 422 Ocean Avenue

Assessor Map(s) 924 Parcel Number(s) 9

**OWNER INFORMATION**

Signature \_\_\_\_\_ date \_\_\_\_\_

Name (printed) Roger Altreuter

Address 422 Ocean Avenue, Marblehead, MA 01945

Phone Numbers: home 781-631-3177 work \_\_\_\_\_

E-mail sam@altreuter.com fax \_\_\_\_\_

**APPLICANT or REPRESENTATIVE INFORMATION** (if different from owner)

Signature PFJ date 6/16/25

Name (printed) Roger Altreuter

Address c/o Paul M. Lynch, Esq. Five Spring Street, Marblehead, MA 01945

Phone Numbers: home \_\_\_\_\_ work 781-631-7808

E-mail lynch@marbleheadlaw.com fax \_\_\_\_\_

**PROJECT DESCRIPTION & RELIEF REQUESTED** (attach additional page if necessary)

Special Permit to construct a one story addition to replace the existing deck with the same footprint to the existing single-family dwelling a lot with less than the required lot area, front and side yard setbacks The dwelling exceed the allowed height in the

Expanded Single Residence and Shoreline Expanded Single Residence Zones.

Reviewed by  
Building Department  
For Zoning Board

- Please schedule a Zoning / Application review with the Building Department by calling 781-631-2220.
- Obtain the Town Clerk's stamp and submit 12 copies of each of the following to the Town Engineer's Office:
  - the signed and stamped application (3 pages);
  - current survey plan (not older than 90 days) as prepared by a Registered Professional Land Surveyor;
  - the project design plans as required;
  - check for the applicable fee payable to the Town of Marblehead.
- Any relevant permit(s) that were previously issued must be available for review by the Board of Appeals at the scheduled hearing. (Section 3(D), Board of Zoning Appeals Rules & Regulations).

**REQUIRED SIGNATURES**

1. Building Commissioner (pages 1, 2 and 3) SGA CD 6-16-2025

2. Town Clerk's stamp (upper right corner)

**View Bylaws - (Chapter 200, Zoning) - online at: [www.marblehead.org/](http://www.marblehead.org/)**

**Town of Marblehead**  
**ZBA-APPLICATION**  
*Page 2 of 3*

*Revision Date: 12-02-2020*

**Project Address** 422 Ocean Avenue **Map(s) / Parcel(s)** 924/9

**ZONING DISTRICT** (circle all that apply)

B B1 BR CR SCR ECR GR SGR SR SSR ESR SESR HBR U SU

**CURRENT USE** (explain) Single-Family Dwelling

**CURRENT USE CONFORMS TO ZONING** (Article IV, Table 1)

Yes  No  (explain) \_\_\_\_\_

**PROPOSED CHANGE OF USE**

No  Yes  (explain) \_\_\_\_\_

**PROPOSED CONSTRUCTION QUALIFIES AS "Building New"** (§200-7) Yes  No

**EXISTING DIMENSIONAL NON-CONFORMITIES** (check all that apply)

**Lot Area** - Less than required (§200-7 and Table 2)  
 **Lot Width** - Less than required (§200-7)  
 **Frontage** - Less than required (§200-7 and Table 2)  
 **Front Yard Setback** - Less than required (Table 2)  
 **Rear Yard Setback** - Less than required (Table 2)  
 **Side Yard Setback** - Less than required (Table 2)  
 **Height** - Exceeds maximum allowed (§200-7 and Table 2)  
 **Open Area** - Less than required (§200-7, §200-15.B(2) and Table 2)  
 **Parking** - Less than required; undersized; tandem (§200-17 to §200-21) (circle all that apply)  
 **Other Non-conformities** (explain) \_\_\_\_\_  
 **No Existing Dimensional Non-conformities**

**NEW DIMENSIONAL NON-CONFORMITIES** (check all that apply)

**Lot Area** - Less than required (§200-7 and Table 2)  
 **Lot Width** - Less than required (§200-7)  
 **Frontage** - Less than required (§200-7 and Table 2)  
 **Front Yard Setback** - Less than required (Table 2)  
 **Rear Yard Setback** - Less than required (Table 2)  
 **Side Yard Setback** - Less than required (Table 2)  
 **Height** - Exceeds maximum allowed (§200-7 and Table 2)  
 **Open Area** - Less than required (§200-7, §200-15.B(2) and Table 2)  
 **Parking** - Less than required; undersized; tandem (§200-17 to §200-21) (circle all that apply)  
 **Exceeds 10% Expansion Limits for Non-conforming Building** (§200-30.D)  
 **Other Non-conformities** (explain) \_\_\_\_\_  
 **No New Dimensional Non-conformities**

**ADDITIONAL HEARINGS REQUIRED**

Conservation Commission	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Historic District Commission	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Planning Board	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

Reviewed by  
Building Department  
For Zoning Board  
Of Appeals

**DESIGN & SURVEY PLANS MEET -ZBA- RULES & REGULATIONS** (Sections 3(A) and 3(C))

Yes  No  (explain) \_\_\_\_\_

Building Official *[Signature]* Date 6-16-2025

**Town of Marblehead**  
**ZBA-APPLICATION**  
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Revision Date: 12-02-2020

Project Address 422 Ocean Avenue Map(s) / Parcel(s) 924 / 9

<b><u>NET OPEN AREA (NOA)</u></b>	<b><u>EXISTING</u></b>	<b><u>PROPOSED</u></b>
<b>Lot area = A</b>	<u>9999 s.f.</u>	<u>9999 s.f.</u>
<b>Area of features</b>		
footprint of accessory building(s)	<u>0 s.f.</u>	<u>0 s.f.</u>
footprint of building	<u>2189 s.f.</u>	<u>2372 s.f.</u>
footprint of deck(s), porch(es), step(s), bulkhead(s)	<u>824 s.f.</u>	<u>636 s.f.</u>
number of required parking spaces _____ x (9'x 18' per space)		
area of pond(s), or tidal area(s) below MHW		
other areas (explain) _____		
<b>Sum of features = B</b>	<u>3013 s.f.</u>	<u>3008 s.f.</u>
<b>Net Open Area (NOA) = (A - B)</b>	<u>6986 s.f.</u>	<u>6991 s.f.</u>

**GROSS FLOOR AREA (GFA)**

accessory structure(s)			
basement or cellar (area >5' in height)		<u>1131 s.f.</u>	<u>1131 s.f.</u>
1st floor (12' or less in height) <u>NOTE: [for heights exceeding</u>		<u>2044 s.f.</u>	<u>2227 s.f.</u>
2nd floor (12' or less in height)	<u>12' see definition</u>	<u>1500 s.f.</u>	<u>1500 s.f.</u>
3rd floor (12' or less in height)	<u>of STORY §200-7]</u>	<u>587 s.f.</u>	<u>587 s.f.</u>
4th floor (12' or less in height)			
attic (area >5' in height)			
area under deck (if >5' in height)	<b>Reviewed by Building Department For Zoning Board Of Appeals</b>	<u>446 s.f.</u>	<u>264 s.f.</u>
roofed porch(es)		<u>523 s.f.</u>	<u>523 s.f.</u>
<b>Gross Floor Area (GFA) = sum of the above areas</b>		<u>6231 s.f.</u>	<u>6232 s.f.</u>

**Proposed total change in GFA** = (proposed GFA - existing GFA) = 1 s.f.

**Percent change in GFA** = (proposed total change in GFA ÷ existing GFA) x 100 = .02 %

**Existing Open Area Ratio** = (existing NOA ÷ existing GFA) = 1.12

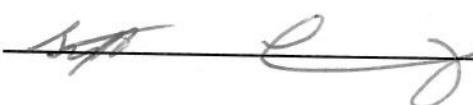
**Proposed Open Area Ratio** = (proposed NOA ÷ proposed GFA) = 1.12

This worksheet applies **1. plan by/dated** Hayes Engineering / 3 June 2025

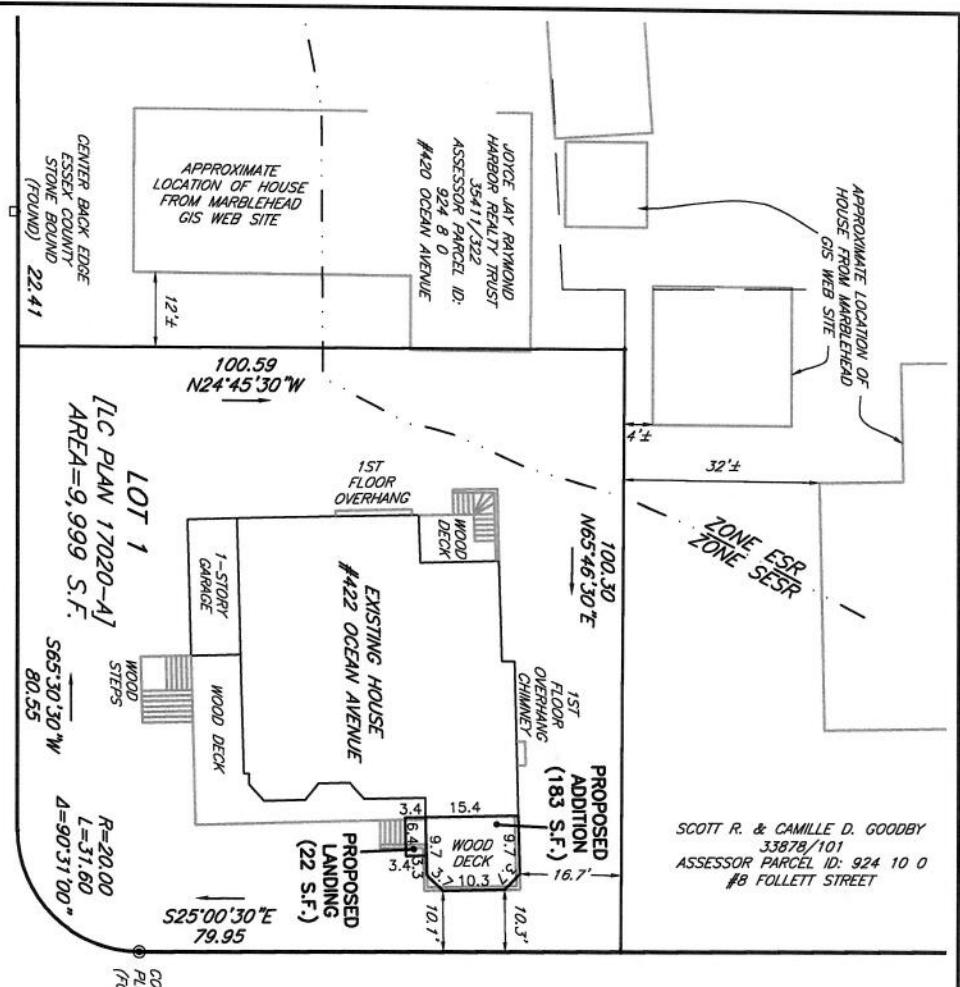
**to the following plan(s): 2. plan by/dated** Graf Architects / 5 June 2025

**3. plan by/dated** Drawing on File for Building Permit / 2000

Building Official



Date 6-16-2025



SCOTT R. & CAMILLE D. GOODBY  
33878/101  
ASSESSOR PARCEL ID: 924 10 0  
#8 FOLLETT STREET

*FOLLETT STREET*

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CURRENT RECORD INFORMATION

ROGER W. ALTREITER & MARTHA S. ALTREITER  
DEED REFERENCE: LAND COURT CERTIFICATE 90921  
PLAN REFERENCE: LOT 1 ON LAND COURT PLAN 1720-A  
ESSEX SOUTH DISTRICT REGISTRY OF DEEDS  
MARBLEHEAD ASSESSOR'S PARCEL ID: 924 9 0  
#422 OCEAN AVENUE, MARBLEHEAD, MA

**ZONE: SESR**  
**MINIMUM SETBACKS:**  
**FRONT = 20'**  
**SIDE = 25'**  
**REAR = 15'**  
**MIN. FRONTAGE = 100'**  
**MIN. LOT AREA = 35,000 S.F.**

/ *Plan of Land in*  
**MARBLEHEAD, MASS.**

[www.hoyeseng.com](http://www.hoyeseng.com)

Scale: 1" = 20'  
0' 10' 20' 30' 40' 50' 60' 70' 80' 90' 100'

Board of Appeals

Draft copy  
for review  
only

OCEAN AVENUE  
(1934 COUNTY LAYOUT)

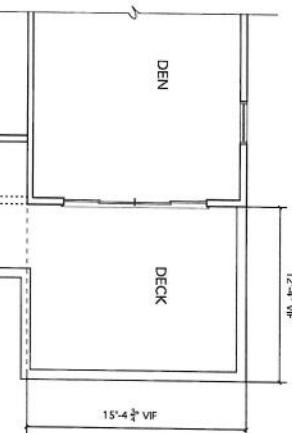
10

Λύση

project:

**ALTREUTER  
RESIDENCE**

422 Ocean Avenue  
Marblehead, MA



① First Floor Plan - EXISTING  
SCALE: 1/4" = 1'-0"



③ Existing Panel - Addition to Match



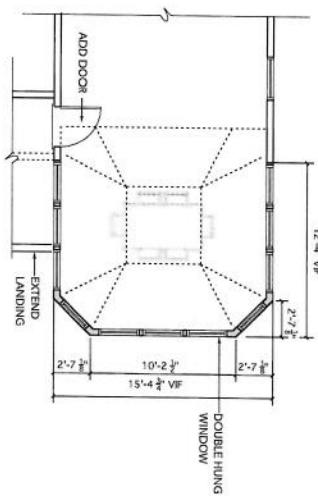
④ Existing Shingles - Addition to Match



⑤ Example of Metal Roofing TBD



⑥ Example of Double Hung Window



② First Floor Plan - PROPOSED  
SCALE: 1/4" = 1'-0"

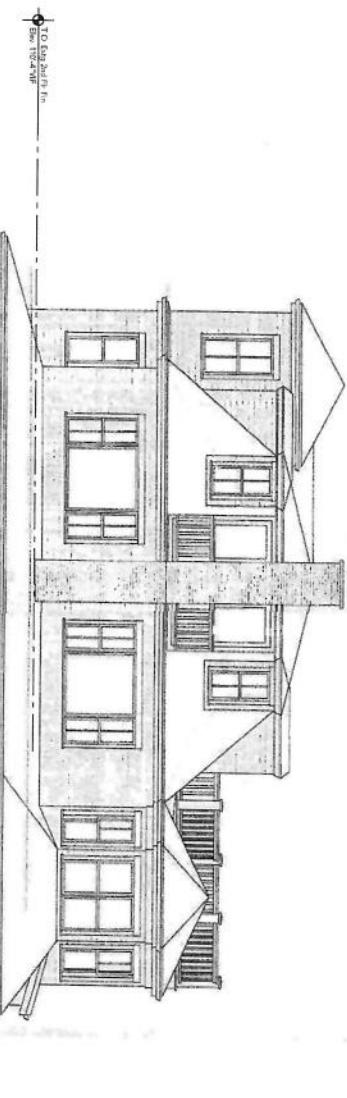
**Floor Plan**  
Existing + Proposed

SCALE: 1/4" = 1'-0"  
5 June 2025

**A01**

Project:

**ALTREUTER  
RESIDENCE**  
422 Ocean Avenue  
Marblehead, MA



① East Elevation - EXISTING

SCALE: 1/4" = 1'-0"



② East Elevation - PROPOSED

SCALE: 1/4" = 1'-0"

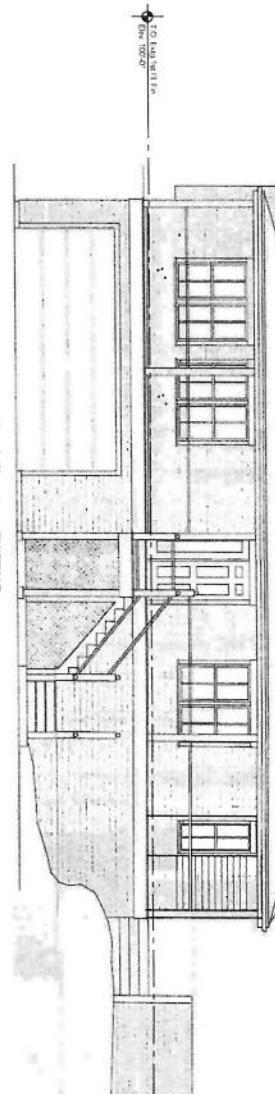
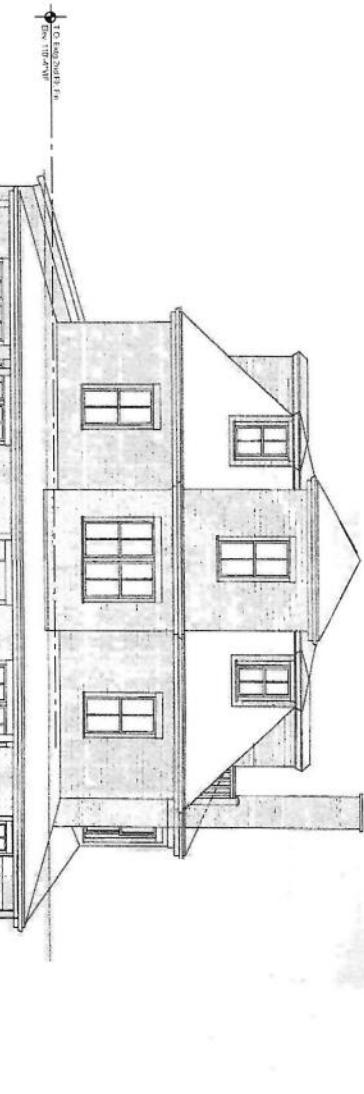
Existing + Proposed  
East

SCALE: 1/4" = 1'-0"  
5 June 2025

A02

Project:

**ALTREUTER  
RESIDENCE**  
422 Ocean Avenue  
Marblehead, MA



1 South Elevation - EXISTING  
SCALE: 1/4" = 1'-0"



2 South Elevation - PROPOSED  
SCALE: 1/4" = 1'-0"

Issue:

11/1/2025

Exterior Elevations  
Existing + Proposed  
South

SCALE: 1/4" = 1'-0"  
5 June 2025

A03

Project:

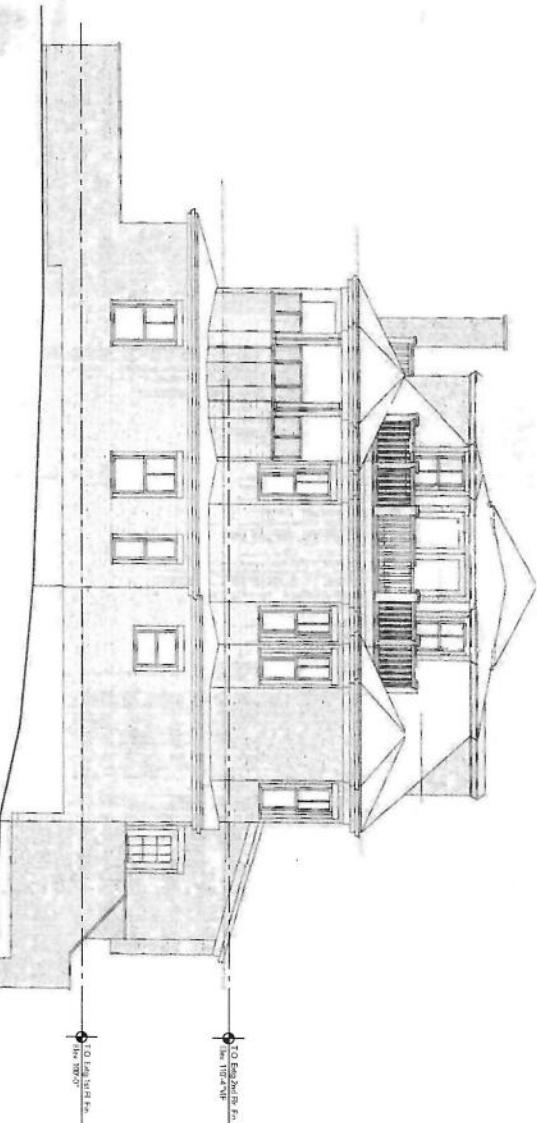
**ALTREUTER  
RESIDENCE**  
422 Ocean Avenue  
Marblehead, MA

Architect:

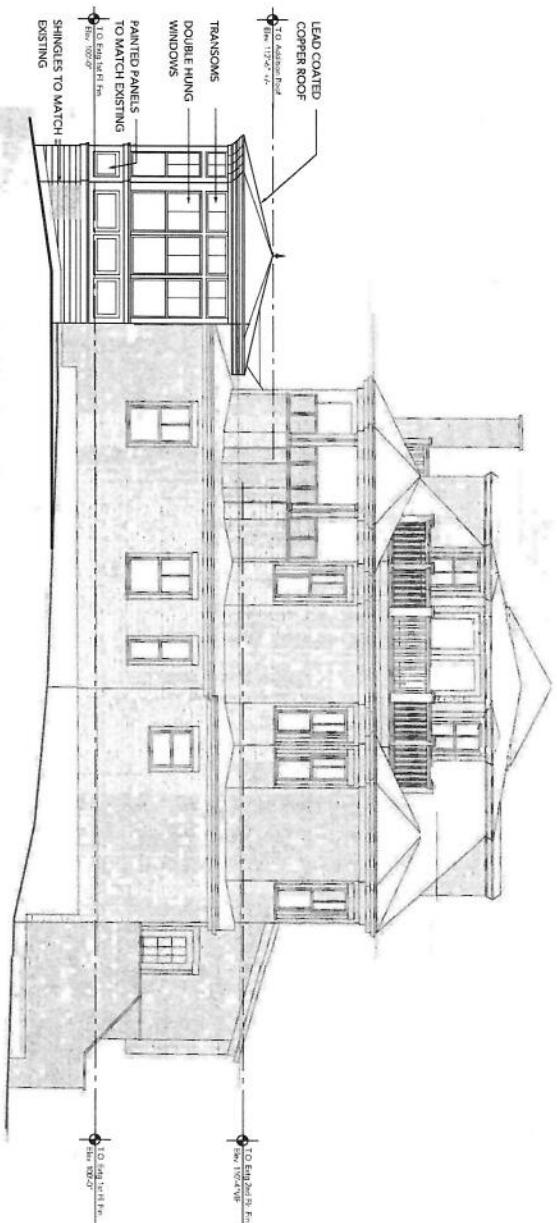
**GRAF  
ARCHITECTS**  
76 State Street, 3rd FL  
Newburyport, MA  
978.499.9442  
[www.grafarch.com](http://www.grafarch.com)

Original:

(1) North Elevation - EXISTING



(2) North Elevation - PROPOSED



Issue d.

\_\_\_\_\_

title:

Exterior Elevations  
Existing + Proposed  
North

SCALE: 1/4" = 1'-0"  
5 June 2025

A04