



Town of Marblehead
ZONING BOARD OF APPEALS

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

TOWN OF MARBLEHEAD
TOWN CLERK
2026 JAN 22 PM 3:28
Town Clerk

TOWN SEAL
tel: 781-631-1529
fax: 781-631-2617
Revision Date: 08-01-2025

ZBA APPLICATION
PAGE 1 of 3

Project Address 23 Pickwick Road
Assessor Map(s) 31 Parcel Number(s) 47

OWNER INFORMATION

Signature date
Name (printed) Matthew and Amanda Velluto
Address 23 Pickwick Road
Phone Numbers: home work
E-mail mvelluto@gmail.com fax

APPLICANT or REPRESENTATIVE INFORMATION (if different from owner)

Signature date 1/21/2026
Name (printed) Jeffrey M. Tucker AIA, ASLA
Address 56 Atlantic Ave Marblehead Ma 01945
Phone Numbers: home 781- 631- 3546 work
E-mail jeff@tuckerarch.com fax

Reviewed by
Building Department
For Zoning Board
Of Appeals

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

The proposed project consists of a new front covered porch on a pre-existing non-conforming house on a pre-existing non conforming lot with less then required Lot Area, Lot Width, Frontage, and Side Yard Setback. The new non- conformities are Lot Area, Lot Width, Frontage, and Side Yard Setback. This property has been before the ZBA for a prior Special Permit.

- 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 Community Development & Planning 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) [Signature] 1-22-2026
2. Town Clerk's stamp (upper right corner)

View Bylaws - (Chapter 200, Zoning) - online at: https://marbleheadma.gov/

Town of Marblehead
ZBA-APPLICATION

Revision Date: 12-02-2020

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Project Address 23 Pickwick Road Map(s) / Parcel(s) 31/47

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

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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"/>

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

Yes No (explain) _____

Building Official [Signature] Date 1-22-2026

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

Project Address 23 Pickwick Road

Map(s) / Parcel(s) 31/47

NET OPEN AREA (NOA)

Lot area = A

EXISTING

PROPOSED

6817

6817

Area of features

footprint of accessory building(s)

0

0

footprint of building

1546

1546

footprint of deck(s), porch(es), step(s), bulkhead(s)

67

86

number of required parking spaces _____ x (9' x 18' per space)

324

324

area of pond(s), or tidal area(s) below MHW

0

0

other areas (explain) _____

0

0

Sum of features = B

1937

1956

Net Open Area (NOA) = (A - B)

4880

4861

GROSS FLOOR AREA (GFA)

accessory structure(s)

0

0

basement or cellar (area >5' in height)

782

782

1st floor (12' or less in height) **NOTE:** [for heights exceeding

1546

1546

2nd floor (12' or less in height) 12' see definition

867

867

3rd floor (12' or less in height) of STORY §200-7]

0

0

4th floor (12' or less in height)

0

0

attic (area >5' in height)

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226

226

area under deck (if >5' in height)

0

0

roofed porch(es)

0

39

Gross Floor Area (GFA) = sum of the above areas

3421

3460

Proposed total change in GFA = (proposed GFA - existing GFA)

= 39

Percent change in GFA = (proposed total change in GFA ÷ existing GFA) x 100

= 1.14 %

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

= 1.43

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

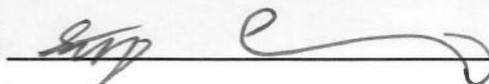
= 1.40

This worksheet applies 1. plan by/dated Tucker Architecture 1/18/2026

to the following plan(s): 2. plan by/dated North Shore Survey Corp 1/15/2026

3. plan by/dated _____

Building Official



Date 1-22-2026

**TOWN OF MARBLEHEAD
DECISION OF
THE BOARD OF APPEALS
on
Application of
Amanda & Matthew Velluto
For a Special Permit
For 23 Pickwick Road
Marblehead, MA**

Report of Facts, Findings, and Decision of the Board of Appeals on the petition of:

Amanda & Matthew Velluto
(the "Petitioner")

Requesting a Special Permit under the Zoning By-Laws approving the addition to the existing single-family dwelling on a nonconforming lot with less than the required lot area, lot width, frontage and side yard setback. The property is located at **23 Pickwick Road** in a **Single Residence District**.

All statutory requirements relating to publication and notice were duly complied with including timely publication in the Marblehead Reporter, a local newspaper. Notice to all persons deemed by the Board to be affected by the petition, as required by Section 17 of Chapter 40A of the General Laws of the Commonwealth and the provisions of the Marblehead Zoning By-Laws, was given.

The Public Hearing was called to order at or after 8:15 PM during a ZOOM CONFERENCE MEETING due to COVID 19 restrictions, on February 22, 2022. The Board Members present and sitting on the hearing were:

Chairman: William Moriarty
Members: William Barlow
Benjamin LaBrecque
Bruce Krasker
Alan Lipkind

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The following documents were filed with the Petition and constitute a part of the permanent record of the Board:

The Plot Plan entitled "Zoning Board of Appeals Plan Marblehead Property of Matthew & Amanda Velluto." scale 1"=20' dated January 18, 2022 prepared by North Shore Survey Corporation of Salem, MA . (the "Plan")

Architectural Plans and Renderings prepared by Tucker Architecture and Landscaping dated 1/25/22 scale 1/4" = 1'-0 consisting of the following sheets:

CVR	Cover Sheet
X1	Existing Basement Floor Plan
1	Proposed Basement Floor Plan
X2	Existing First Floor Plan
2	Proposed First Floor Plan
X3	Existing Second Floor Plan
3	Proposed Second Floor Plan
X4	Existing Roof Plan
4	Proposed Roof Plan
X5	Existing Building Elevations (Front & Side)
5	Proposed Building Elevations (Front & Side)
X6	Existing Building Elevations (Rear & Side)
6	Proposed Building Elevations (Rear & Side)

The Petitioners, by their Architect Jeff Tucker, explained the project. The property is mid-block on Pickwick Road and is a style and lot similar to the immediate neighborhood. He stated there are three neighbors in support of the project. The plan is for a mudroom and for replacing an existing bay window with french doors. The proposed basement will be slab on grade, with no additional floor space. There is not a second story. The proposed roof will be an extension of the shed roof.

After the Petitioner's presentation, the Board opened the hearing to the public for comment.

No one spoke in support or opposition to the application.

Thereafter, upon motion duly made and seconded, the Board voted to close the public comment portion of the hearing. After discussion amongst the Board Members, the Board made the following findings and decision:

Findings of the Board

The Board made the following determinations and findings:

1. That all statutory requirements relating to publication and notice were duly complied with.
2. That all submitted plans and specifications meet the requirements of the Rules and Regulations of the Board.
3. That based upon the plans and specifications, and the information presented to the Board, the criteria set forth in ARTICLE IX, § 200-36B of the Marblehead Zoning By-Laws, consisting of the following, have been satisfied:
 - a. The general purposes and intent of the By-Law are met; the zoning district provides for single family dwellings as a matter of right and provides for dimensional relief by Special Permit and
 - b. The specific site is an appropriate location for such use or building as it is a single family dwelling located in an area exclusively with single family dwellings; and

- c. The use as developed will not adversely affect the neighborhood as the dwelling is in keeping with the size and design of houses in the neighborhood; and,
- d. There will be no nuisance or serious hazard to vehicles or pedestrians as there is adequate parking on the premises and there will be no change to vehicle access; and
- e. Adequate and appropriate facilities will be provided for the proper operation of the proposed use. All necessary utilities presently exist on the property

Decision

Whereupon the Board, after discussion and comments that the project met the Special Permit criteria, voted: To grant a Special Permit with the following conditions:

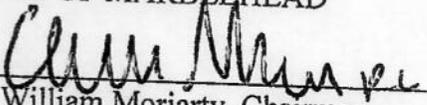
- This Special Permit is issued on the condition that there shall be no construction at any time following the vote of the Board of Appeals which either differs from the construction set forth on the drawings approved and stamped by the Board of Appeals by that vote, or which is inconsistent with this Decision and these conditions, without the Petitioner obtaining prior written approval from the Board of Appeals for such construction.
- This Special Permit is issued on the condition that no demolition, building or occupancy permit, whether temporary, conditional or permanent, shall issue for the proposed work approved by this Decision unless and until a copy of this four (4) page Decision, in its entirety, and not merely the conditions, bearing the certification of the Town Clerk that twenty (20) days have elapsed after the Decision has been filed in the office of the Town Clerk and either that no appeal has been filed, or that an appeal has been filed within such time, has been recorded in the Essex South District Registry of Deeds and indexed in the Grantor Index under the name of the owner of record or is filed for registration, if the land is registered, and noted on the Owner's Certificate of Title, all as required by Massachusetts General Laws Chapter 40A. The application for and/or issuance of any such permit prior to the recording of the endorsed copy of this Decision shall render the Special Permit granted herein null and void.
- This Special Permit is issued on the condition that no Certificate of Occupancy shall be issued by the office of the Building Inspector if any of the construction either differs from the construction set forth on the drawings approved and stamped by the Board of Appeals by that vote, or which is inconsistent with this Decision and these conditions, without the Petitioner obtaining prior written approval from the Board of Appeals for such construction.
- If the Petitioner shall exercise any rights of construction under a duly appealed Special Permit such rights shall be at the Petitioner's sole risk that a court will reverse the Special Permit and that any construction performed under the Special Permit may be ordered undone.
- There shall be no future alterations, changes, or additions whatsoever, including additions of less than 10%, to any structure, or any new structure constructed or

placed on the property, except pursuant to a Special Permit granted by the Board of Appeals.

The votes by the Board Members granting the Special Permit were:

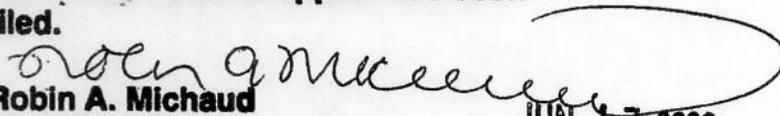
Chairman: William Moriarty
Members: William Barlow
Bruce Krasker
Benjamin LaBrecque
Alan Lipkind

BOARD OF APPEALS
TOWN OF MARBLEHEAD

By: 
William Moriarty, Chairman

Decision filed with Town Clerk _____, on _____ at _____

I hereby certify that twenty days have elapsed since this decision has been filed in the office of the Town Clerk and no appeal has been filed.


Robin A. Michaud
Town Clerk-Marblehead

JUN 17 2022

2022 MAR 24 AM 11:34

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MARBLEHEAD
TOWN CLERK