


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

1. Property Address: 87 Naugus Avenue Marblehead, MA 01945
2. Assessor Map 177 Lot 10-0 3. Zoning District SSR
4. Applicant: Jocelyn Schepsis
5. Applicant's Address 87 Naugus Avenue Marblehead, MA 01945
6. Telephone Number: 781 631 8830 (Daytime) 781 631 8830 (Evening)
7. Email address: matt@lausierlaw.com
7. Applicant's Representative Matthew Wolverton, Law Offices of Lausier & Lausier LLC
8. List other permits required and status (e.g. Old & Historic Districts, Conservation, Board of Appeals, etc., obtained, scheduled, etc.) _____
Conservation Commission - obtained (Minor Activity Permit)
Zoning Board of Appeals - to be scheduled


(Signature of Owner)

March 9, 2026
(Date)

9. Name and mailing address and phone number that the legal advertisement should be billed to
Name Andrew Goddard
Address 87 Naugus Avenue
Marblehead MA 01945
Phone: 978 857 8274

FOR TOWN USE ONLY

Application Received _____ Submittal Deemed Complete _____
Waivers _____
Scheduled Hearing Date _____ File Number _____

**SITE PLAN APPROVAL CHECK LIST
PLANNING BOARD**

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

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

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

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

(c) Vehicular and pedestrian movement within the site are convenient and safe (such as but not limited to: traffic patterns, circulation, location of driveway openings, parking, loading, access by emergency vehicles, and visibility of and identity of street address numbers).

(d) External emissions from the site are minimized or eliminated (such as but not limited to: erosion, surface water runoff, pollution, sewage, disposal of refuse, odors, noise, glare, light and any other environmental impacts).

(e) The adverse effects on abutting lots, the immediate neighborhood and the Town of Marblehead are minimized including (such as but not limited to: conflicts between residential, commercial and industrial uses, obstructions of views, increases in use of Town services and impact on Town infrastructure).

(4) A completed application form

(5) \$300 An application fee (the fee is calculated by taking the construction cost and multiplying by .001. *Example 350,000 construction cost x .001 = \$350 FEE*
The minimum fee is \$200 and the maximum fee is \$1000)

Please circle "Yes" or "No"

(6) Applicant acknowledges that any alterations to driveway opening(s) on the public way are subject to the Town of Marblehead Curb Cut Regulations (Article IV Curb Cuts 255-13). Yes/No

(7) Applicant acknowledges that any alterations that impact the public way require a "Street, Way or Sidewalk Opening Permit," issued by the Department of Public Works. Yes/No

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

Narrative

Site Plan Special Permit for Approval

87 Naugus Avenue Marblehead, MA 01945

Parcel ID: 177/10-0

The Applicant has obtained a Minor Activity Permit from the Conservation Commission.

The Applicant will be required to obtain a Special Permit from the Zoning Board of Appeals for Dimensional Relief.

The proposed construction, without limitation, includes in part the following:

- Demolition of an Existing Detached Garage;
- Construction of a new Detached Garage, with studio space on the second floor;
- Construction of stone Farmer's Wall installation of new pavers in the driveway area; and
- Exterior site work as shown on the Site Plan.

The plans and proposed construction meet the criteria of the Planning Board for Site Plan Approval as follows:

The revised plans and proposed construction meet the criteria of the Planning Board for Site Plan Approval as follows:

- (a) The architectural and design features are in harmony with the prevailing character and scale of the buildings in the neighborhood and Town (such as but not limited to: building materials, screening, breaks in roof and wall lines, adequate light, air, circulation and separation between buildings).**
- The architectural and design features, as well as materials to be used, are intended to meet the prevailing character and scale of other primary and accessory buildings in the neighborhood.
 - The relocation of the detached garage will maintain adequate separation between buildings on the lot;
 - The existing detached garage is already in the Side Yard Set Back and the proposed relocation will only encroach slightly further into the Side Yard Set Back.
- (b) The character of the site is preserved (such as but not limited to: protection of historical and natural resources and existing terrain, minimization of grade changes, tree and soil removal).**
- The general character of the site will be preserved with only minor grade changes in the area of the proposed construction.

- The slope and grading of the site, which is largely composed of a gently sloping grassed lawn, with retaining walls and landscape beds, will remain generally unchanged.

(c) Vehicular and pedestrian movement within the site are convenient and safe (such as but not limited to: traffic patterns, circulation, location of driveway openings, parking, loading, access by emergency vehicles, and visibility of and identity of street address numbers).

- There are no additional traffic patterns on the property presently or after renovation.
- The existing parking area will be improved.
- There will be no impact to the ability of emergency vehicles to access the property as presently exists.
- Street address numbers will remain visible and identifiable.

(d) External emissions from the site are minimized or eliminated (such as but not limited to: erosion, surface water runoff, pollution, sewage, disposal of refuse, odors, noise, glare, light and any other environmental impacts).

- As a single-family residential property, external emissions are not a concern.
- Surface water runoff will be maintained on site and improved with installation of the stone Farmer's Wall, and replacement lawn area at the location of the existing detached garage.
- The existing single-family home, walkways, terraced lawn and pier will remain unchanged.

(e) The adverse effects on abutting lots, the immediate neighborhood and the Town of Marblehead are minimized including (such as but not limited to: conflicts between residential, commercial and industrial uses, obstructions of views, increases in use of Town services and impact on Town infrastructure).

- The location of the proposed garage is designed to minimize impact on the existing primary view corridors.
- The proposed construction will not increase the impact on Town services or infrastructure.

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

Project Address 87 Naugus Ave, Marblehead **Map(s) / Parcel(s)** 177 10 0

NET OPEN AREA (NOA)

Lot area = A

Area of features

footprint of accessory building(s)

footprint of building

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

number of required parking spaces 2 x (9'x 18' per space)

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

other areas (explain) _____

Sum of features = B

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

GROSS FLOOR AREA (GFA)

accessory structure(s)

basement or cellar (area >5' in height)

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

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

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

4th floor (12' or less in height)

attic (area >5' in height)

area under deck (if >5' in height)

roofed porch(es)

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

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

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

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

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

This worksheet applies 1. plan by/dated _____

to the following plan(s): 2. plan by/dated _____

3. plan by/dated _____

Building Official _____

Date _____

EXISTING

20,602 SF

311 SF

1,537 SF

1,235 SF

324 SF

0

N/A

3,407 SF

17,195 SF

311 SF

715 SF

1,537 SF

1,537 SF

N/A

N/A

165 SF

N/A

145 SF

4,410 SF

PROPOSED

20,602 SF

586.5 SF

1,537 SF

1,235 SF

324 SF

0

N/A

3,682.5 SF

16,919.5 SF

1,173.5 SF

715 SF

1,537 SF

1,537 SF

N/A

N/A

165 SF

N/A

145 SF

5,272.5 SF

= 862.5 SF

= 19.5 %

= 3.9

= 3.2