



Meeting Notes

7 Diamond Pass, Peaks Island

December 23, 2016

Location: Portland City Hall

Attending:

- Sam Spirn (SS) - Owner
- Russ Tyson (RT) – Whitten Architects
- Rob Whitten (RW) – Whitten Architects
- Ann Machado (AM) – City of Portland Zoning Administrator
- Silas Canavan (SC) – Walsh Engineering Associates, Inc.

Introduction

- RT recapped discussions at our last meeting on 8/31/16.
- RT described hopes for getting preliminary “sign-off” from zoning in order to move ahead with design plans.
- SS wants to begin construction in fall 2017.
- AM asked if this was a renovation or a demo/rebuild.
 - SS verified this will be a demo/rebuild due to contractor assessments of existing structure.

Property History

- AM asked if we found a permit for the existing deck.
 - SC explained that no deck permit was found and the deck was not depicted on the 1950 tax card.
 - Deck area will not be included as grandfathered footprint.
- SC explained that permits for the existing garage were found and the existing house footprint was shown on the 1950 tax card.
 - Therefore, area can be used as grandfathered footprint.

Non-conformance

- RT described shifting of non-conforming (N-C) footprint.
 - N-C area on south side of building will be reduced.
 - A portion of the N-C area on the south side of the building will be shifted to the north side of the building.
 - Portion of the N-C area will be shifted to the west.
 - Total N-C area will be the same as existing or slightly reduced.
 - May take credit for the 50 square foot unenclosed porch exemption.
- AM generally agreed that the proposed N-C relocation is acceptable.

Setbacks

- RT described existing non-conforming setbacks on north and south side of existing building.
 - Setback will be increased on south side of new house.
 - Setback will remain the same on north side of new house.
- RT: Front and side setbacks to bunkhouse will remain the same as existing.
- RT: Setback between new house and bunkhouse will be reduced from existing.
 - AM: Setback between new house and bunkhouse must be at least equal to average of neighboring properties.
 - Neighboring garage does not count as setback is to principle structure.
 - Therefore, use 25' on north side.
 - Must document calculations.
 - Follow-up: SC verified average setback of neighboring properties is 14.1'.
 - Setback between house and bunkhouse will be no less than 14.1'.

Building Height

- RT explained that the roof peak elevation will increase by approximately 6'± to accommodate ceiling heights, current construction practices, and insulation requirements.
 - Building height will still be well below 35' maximum zoning standard.
 - AM said building height increase will be OK because it will not create another "floor" of living space.
- RT explained that roof pitch will be slightly steeper than existing.
 - Existing = 9.5:12
 - Proposed = 10:12
 - AM said this was acceptable.
- RT explained that ceiling heights will be increased slightly per current construction practices.
 - Proposed
 - Basement = 7.6'
 - 1st floor = 9'
 - 2nd floor = 8'
 - AM said these increases were acceptable.

Second Floor Expansion

- RT explained that the total second floor floor area expansion will be less than 80% of the existing 1st floor footprint.
- AM clarified that the 80% expansion is only limited to the existing building footprint. Additional 2nd floor area is OK for horizontal expansions outside of the existing footprint, which meet the setback requirements.
- AM said existing 2nd floor area needs to be documented graphically as backup material with submission.

Miscellaneous

- RT explained that the reconstructed non-conforming porch area will be enclosed with at least 50% glass area.
 - AM said to be sure contractor understands this requirement.
- RT explained that lot coverage will be less than 20%.
 - AM: Lot coverage is only “building” coverage outside of 75’ setback. Does not include driveways, patios, and other flush, non-framed, impervious surfaces.
 - Retaining walls are not considered structures and do not count towards lot coverage (outside of 75’ setback).
 - Retaining walls over 4’ high will require permitting.
 - Retaining walls within the 75’ setback may require additional permitting.
 - Likely Level I Site Alteration through planning department.
- Accessory buildings of 144 sf or less require a 15’ side setback and 75’ setback from the high water line.
 - Accessory structures count towards overall lot coverage.
- SS asked about the process for removing invasive species from the area near the beach.
 - AM said will likely need a permit from the Planning Department.
 - AM suggested SS contact Jeff Tarling, City Arborist, regarding plant selection.
 - SC said a permit from the DEP will also be required.
 - SC has been through this process and can help SS navigate the necessary permits.