

DECISION OF ZONING REVIEW**BY: Tracy Outten, Planning & Zoning****Asst. Preservation & Admin.****DATE: September 24, 2025****REVIEW DONE FOR: COA****COMMENTS:****DECISION:****ZONING REVIEW CHECK LIST****Residential -1 District**

Address of Property	Strawberry Street
Property Owner's Name	Andrew and Jacqueline Sears
Tax Map #	83A1-8-F
Seeking Permit for:	New 1,020.25 sq. ft, 2-story single-family residence with a 211.5 sq. ft. front porch; 24 sq. ft. rear enclosed deck, and 27 sq. ft. enclosed outdoor shower

- ☒ Verify that proposed use is use allowed by right: Single Family dwelling or accessory building (shed, garage) or Home Occupations or other: **New 1,020.25 sq. ft, 2-story single-family residence with a 211.5 sq. ft. front porch; 24 sq. ft. rear enclosed deck; and 27 sq. ft. enclosed outdoor shower.**

- ☒ 1) Site Plan submitted? If not, have Applicant prepare and complete Site Plan in compliance with Appendix C. **Point North Surveying LLC dated 8/19/2025**

- ☒ 2) Lot & Dwelling Size & LOT COVERAGE

ORDINANCE REQUIREMENT		
Lot Size	Dwelling Unit Size	LOT COVERAGE (Section 4.2 (E) (6))
Up to 5,600 sq ft	Need to comply with Lot Coverage requirement	The sum of the footprint square footage of all buildings on the lot shall be less than 50% of the total lot square footage
5,600 Sq. Ft (40' x 140')	960 sq ft (min) to 2,400 sq ft. (max)	
5,601 – 8,400 sq. ft	960 sq ft (min) to 3,000 sq ft (max)	
8,401+ sq ft	Max of 4,500 sq	
<u>NOTES: -</u> Ordinance adopted 12/19/2024 (a) Patios, Porches, Decks, Attached Garages & Detached Accessory Structures are not included in the calculation of the dwelling unit square footage. (b) If multiple lots are used, see Section 4.1 (E) (7 & 8) for additional Lot Coverage Rules (c) If lot smaller than 5,600 sq ft, the total footprint area of all accessory building lot coverage shall not exceed ten percent (10%), per Section 4.1 (E) (12)		

LOT SIZE	HOUSE SQ FT	ACCESSORY STRUCTURE SQ FT	TOTAL SQ FT OF ALL BUILDINGS	LOT COVERAGE CALC	In Compliance or Not?
2,920	1,020.25	0	1,200	34.9%	YES

☒ 3) Setbacks – Non-Conforming Lots (up to 5,600 sq ft):

(a) Front: 30 ft or prevailing: **PREVAILING 7.6 ft.**

(b) Side: 5 ft: **Actual: West: 5.00 ft. East: 5 ft.**

(c) Rear: 5 ft: **25ft.**

If nonconforming lot, then rear setback may be 5 ft if lot less than 40 ft in width

SEE NOTES FOR ACCESSORY BUILDINGS

(d) Corner Lots – Minimum Side is 5 ft. or prevailing: **NA**

NOTES:

• **DECKS & PATIOS NOT ALLOWED IN FRONT YARD;**

• **See Section 4.1 (F) for Projections Allowed in Required Setbacks.**

NA 4) Is there a fence/wall? **FENCE or WALL INDICATED.**

If yes, then minimum distance of 2 ft from any sidewalk, alley or public right of way; must be 1 inch from adjacent property boundaries.

If yes, max height for rear fence is 6 ft & max height for side and/or front yard fence is 4 ft.

☐ 6) Minimum Lot Width – 40 ft.

☒ 7) Height Restrictions for Main Structure/House: 40 ft' height max or 2 ½ stories: **Actual: 30 ft. 0 in.**
(see Sec. 4.1 (C) for exceptions)

☒ 8) Development Standards – HISTORIC DISTRICT REVIEW BOARD (HDRB) determines compliance with Historic District Guidelines and Overlay District Requirements

a) Proportions – 1:1 to structures in neighborhood: **YES**

b) Scale and orientation: **YES**

c) Roof Pitch – prevailing standard or 8:12: **Actual: 5:12 & 12:12**

d) Windows & Doors: **YES**

• Double hung windows or prevailing standard; jalousie, picture, and horizontal windows only in traditional American ranch style architecture: **Double-hung 3/1 & Awning 3-lite**

• Exterior doors should be paneled or have glass panels; flush doors not allowed. **12-lite/1-panel**

e) Porches – min depth of six feet & cover 80% of width of front building façade.: **9 ft. & 89%**

ACCESSORY STRUCTURES ONLY – Additional Requirements: NOT APPLICABLE

NA 9) ACCESSORY STRUCTURE – Additional Requirements

a) Not located in front or side yard: _____

b) No closer than 5 ft to any alley line: _____

c) No closer than 2 ft to any side or rear lot line: _____

d) If lot frontage is less than 80 ft, then the sum of all accessory buildings shall be less than the footprint of primary residence or 550 sq. ft, whichever is the lesser: **YES**

e) If lot frontage is greater than or equal to 80 ft, the sum of all accessory buildings shall be less than the footprint of the primary residence or 660 sq. ft., whichever is less: **NA**

NA 10) Height Restrictions for Accessory Structures:

a) If house is no more than one story above grade, the height of Accessory Structure cannot be taller than house (Sec. 4.1 (E) (9): **NA**

b) If house is more than one story above grade, then Accessory Structure shall be no higher than 2/3 the height of the main structure or 24 ft, whichever is less (Sec. 4.1 (E) (10): **1-story**

NA 11) Distance between Accessory Structure and Main Building – min of 15 ft.: **42 ft. 6 in.**

NA 12) PHYSICAL CHARACTERISTICS: Will there be an accessory dwelling? **NO**
a. Accessory dwellings shall be located in an accessory building.
b. Accessory dwellings shall not have a floor area exceeding forty-five (45) percent of the floor area of the main building.

MAIN BLDG FLOOR AREA	45% ALLOWANCE for ADU FLOOR AREA	ACTUAL ADU FLOOR AREA

c. Accessory dwellings shall have one kitchen, one bathroom, and a sleeping area.
d. Accessory buildings shall not have the appearance of a single-family dwelling

NA 13) Occupancy characteristics for Accessory Dwelling Units – Affidavit signed and submitted re: NO STRS/no TRANSIENT OCCUPANCY – **NOT APPLICABLE**