



YARMOUTH MAINE

October 23, 2023

AKA Properties
Anita & Kenneth Anderson
32 Balsam Lane
Yarmouth, ME 04096

Dear Ms. and Mr. Anderson

We have approved your Minor Site Plan for the Accessory Dwelling Unit (ADU) located at 119-121 North Road. The plan is found to be consistent with the standards of Chapter 702, Site Plan Review Ordinance, subject to the following conditions of approval:

1. Proof of primary residence to include;
 - a. Driver's License or other recognized form of state or federal ID
 - b. a copy of a utility bill.
2. Before obtaining a Building Permit or Certificate of Occupancy for the ADU, the property owner shall file with the Cumberland County Registry of Deeds the Declaration of Restrictions as outlined in Town of Yarmouth Ordinances Chapter 702 Article I.J.13.k. Evidence that the Declaration of Restrictions has been recorded in the Registry of Deeds shall be submitted to the Town. An example of the Declaration of Restrictions may be obtained from the Department of Planning & Development.
3. The applicant shall declare in writing which of the two units is the ADU. This information shall be provided to the Town and will be included in the Certificate of Occupancy.

Standard Conditions of Approval: Please note the following standard conditions of approval and requirements for all approved site plans:

1. **Develop Site According to Plan:** The site shall be developed and maintained as depicted on the site plan and in the written submission of the applicant. Modification of any approved site plan or alteration of a parcel shall require the prior approval of a revised site plan by the Planning Authority.

NICHOLAS CIARIMBOLI | CODE ENFORCEMENT OFFICER
207-846-2401 | nciarimboli@yarmouth.me.us | yarmouth.me.us
200 Main Street, Yarmouth, ME 04096

2. **Separate Building Permits Are Required:** This approval does not constitute approval of building plans, which must be reviewed and approved by Yarmouth Code Enforcement Officer.
3. **Site Plan Expiration:** The site plan approval will be deemed to have expired unless work has commenced within one year of the approval or within a time period up to two years from the approval date if approved by Planning Director as applicable. Requests to extend approvals must be received before the one year expiration date.
4. **Appeals:** The Director of Planning and Development's decisions regarding minor site plans are appealable by an aggrieved party to the Planning Board within 30 days of the date of the issuance of the decision. Site plan decisions of the Planning Board are appealed to the Cumberland County Superior Court.

It should also be noted, that some current ADU standards have been amended and these ordinance changes will take effect January 1, 2024. In particular, the requirement for owner occupancy has been eliminated. Additional action by the property owner may be required to amend the conditions of this approval in regard to these changes. Please don't hesitate to contact me if you have any need to follow up on this approval.

Sincerely,



Nicholas Ciarimboli
Code Enforcement Officer

CC: Nathaniel J. Tupper, Town Manager
Steven S. Johnson, Town Engineer
Erik S. Street, Director of Public Works
Karyn MacNeill, Community Services Director
Daniel Gallant, Police Chief
Michael Robitaille, Fire Chief
Scott LaFlamme, Economic Development Director
Erin Zwirko, Town Planner
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