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March 24, 2020

By Hand

Bonnie Sontag, Chair
Planning Board
City of Newburyport
City Hall
60 Pleasant Street
Newburyport, Massachusetts 01950

Re: VI-C Special Permit
342 Merrimac Street (the "Property")
Map: 65 Lot: 10A/B

Dear Chair and Members of the Board:

Reference is made to the above-captioned matter. In that connection, this firm represents Dan and Judy Lynch (the "Petitioner"), the owners of the Property, relative to a proposed project on the Property.

Please find attached hereto a memo from the Petitioner's architect detailing the proposed renovations to the existing two-family structure at 342 Merrimac as part of the proposed reversion of the structure to single-family use.

We look forward to presenting the project at the Board's April 28, 2020 meeting.

Respectfully submitted
Dan and Judith Lynch
By their attorney

A handwritten signature in black ink, appearing to read 'LJM' with a circular flourish to the right.

Lisa L. Mead

cc: Client

Millis Office

730 Main Street, Suite 1F
Millis, MA 02054
Phone 508.376.8400

March 24, 2020

Memorandum

To: Lisa Mead

From: David Keery

RE: Addition/Renovation to the Lynch Residence at 342 Merrimac Street in Newburyport, Massachusetts.

Dear Lisa,

Per your request, I am providing this short memo pertaining to the proposed changes to the home of Dan and Judy Lynch at 342 Merrimac Street in Newburyport. Dan and Judy are proposing to make some minimal changes to the front and rear elevations and add a one-story kitchen addition to the rear of the building. Here is a brief description of the proposed work:

Demolition:

As the elevation drawings EC2 and A2 indicate, the front portico which was not original to the house is being removed along with a dilapidated two-story shed structure along the rear side of the home. A second-story pressure treated deck and set of stairs is also being removed.

Addition:

Drawing A2 shows the proposed one-story kitchen addition occupying a bit less footprint than the existing pressure-treated deck. The new kitchen will have a membrane roof supporting a new second-story deck. As the home is being converted from a two-family back to a one-family home, no set of stairs is necessary from this deck.

Materials:

1. Siding: The existing wooden clapboards will remain and be repaired as needed where rot exists, and all new walls will be clad to match the existing material and exposures.
2. Windows: All windows will be replaced with Marvin Integrity Series and match existing 6/6 light pattern unless indicated otherwise in the elevations.
3. Trim: All existing trim shall remain and be repaired/painted as needed. New trim will match the details of the existing trim as indicated in the elevations.
4. Front Entry: The front door will be replaced with a Simpson 7132 Traditional Exterior Door or approved equal flanked by Simpson 4-Light Sidelights as indicated in the elevations. Trim at the front door will be repaired or replaced to match existing.
5. New Second Floor Deck: Posts, Railings and Balusters will be as indicated in the elevations. Material by Intex Millwork - Hampton Extruded System. Decking to be Azek Vintage Collection or approved equal.
6. Roofing: GAF Timberline Fiberglass Shingles or approved equal.

Thank you for your attention to this memo and the topics covered. Please let me know if there are any further questions I can answer for you.

Best Regards,

David G. Keery

■ 437 Merrimac Street
Newburyport, MA 01950

