



Berry, Huff, McDonald, Milligan Inc.
Engineers, Surveyors

LESTER S. BERRY
WILLIAM A. THOMPSON
ROBERT C. LIBBY, Jr.
WALTER E. PELKEY

May 30, 2014

City of Portland
Inspection Office
389 Congress Street
Portland, ME 04103

RE: Level I-Minor Residential Development Review Site Plan Submission
Single Family Lot
218 Washington Avenue – Glenn Morse
Tax Map 10, Block A, Lot 15

To whom it may concern:

On behalf of the applicant, Glenn Morse, our office is submitting a Level 1-Minor Residential Development Review Site Plan for the above referenced project (remaining land of this parcel-6,740 s.f.). Please note that this Site Plan corresponds to the Site Plan submitted by Melinda Schott on the same parcel of land for the proposed 5,000 s.f. proposed lot at 218 Washington Avenue. Please find attached the following information in support of this submission:

- Level 1-Minor Residential Development Review Application & Checklist
- Subject Parcel Deed (Book 24651 Page 157)
- Boundary Agreement between Glenn Morse and Melinda Schott
- Fees (\$300 Application Fee, \$100 Inspection Fee, \$75 Certificate of Occupancy Fee and \$460 Building Permit Fee– Total \$935)-To be hand delivered by Applicant under separate cover within 24 to 48 hours
- Site Plan and Detail Sheet (reduced size)
- Building Elevations/Structural Plans/Floor Plans (including all building permit submittal requirements)
- Suggested Deed Description for remaining land
- Geotechnical Summary by Soil Metrics
- B1-b Design Guideline Summary (Residential Design Studio LLC.)
- Retaining Wall/Foundation Wall Design Plans (Structural Integrity)

- All Submissions in electronic format (emailed submission)

The parcel is located on the Southern side of Washington Avenue (218 Washington Avenue) and is known as Tax Map 10, Block A, Lot 15. This parcel currently exists as a developed house lot owned by Glenn A. Morse. The total parcel consists of 11,740 s.f. and is zoned B1-b. The applicant is proposing to create a new lot approximately 5,000 s.f. in size as shown on the attached plans for the construction of a new home to be sold to Melinda Schott (this Site Plan is currently under review by the Planning Office). The applicant, Glenn Morse, is looking to make some improvements to his existing building as well. The current use of this building is a mixed use-one residential unit and one business unit. As part of this Site Plan the applicant would like to change the use of this property to two residential units. The applicant would also like to add a third floor to the building as shown on the attached plans by the project architect, Carol Morrissette of Residential Design Studio LLC. The applicant is also looking to make a minor building addition as shown on the attached plans along with the required parking improvements. All appropriate erosion control techniques have been utilized to assure no adverse impacts are created to any abutters as a result of this project.

The existing site has a curb cut along the southern parcel boundary. This curb will be eliminated and replaced by a curb cut along the common boundary between the existing home and the proposed new home. This curb cut will be a shared driveway, as shown on the plans, for the two homes.

The following is a list of the Fire Department Items required as part of this submission:

- Applicant: Glenn Morse
218 Washington Aveune, Suite 1
Portland, Maine 04103
- Architect: Carol Morrissette
Residential Design Studio LLC.
174 Danforth Street
Portland, ME 04102
- Proposed Use: 2 Residential Units
- Building Footprint: 747 s.f. (See attached plans)
- Fire Protection: Existing House and proposed addition will be upgraded to contain sprinkler system meeting City Ordinance
- Hydrant location: A Hydrant exists on Anderson Street West of the project and along Washington Avenue (Both North and South of project)

We look forward to working with City Staff and the Fire Department on this project.
Please contact our office if you have any questions or if you need additional information.

Sincerely,

A handwritten signature in black ink, appearing to read "Andrew S. Morrell". The signature is fluid and cursive, with a large initial "A" and "M".

Andrew S. Morrell, P.E.

Cc: Frederick Lamontagne, City of Portland Fire Chief

14040-Level I Minor Residential Site Plan Submission-5-30-2014