Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 09/08/15

Ann Machado - Re: 98 Washington Avenue - Permt #2015-01736

From: Elizabeth Spencer Adams <elizabethspenceradams@gmail.com>
To: Ann Machado <AMACHADO@portlandmaine.gov>
Date: 7/28/2015 4:50 PM
Subject: Re: 98 Washington Avenue - Permt #2015-01736

Hi Ann,

In reply to your questions/concerns

1. After consulting with a potential tenant, we have decided to go ahead with development of the front part of the first floor as a cold food retail/service. There will be no cooking. What would you need to see from us beyond the floor plan of the space as developed for this purpose? You had given me the names of Ben Pearson and Mike Russell if we were to have any kind of food prep in the space. I will reach out to them to see what guidance they might be able to give us.

2. Yes, there is a basement. The inspector and Captain Petrucelli walked through it when they were doing the legalization inspection. (Do you by any chance know the inspector's name? I missed it, but would love to have it for my notes and to be able to address him by name if I meet him again.) There is a utility room with a boiler and hot water heater in the back (away from Washington Ave). We will be adding a washer and dryer and residential tenant storage to that back portion. The front (close to Washington Avenue) is empty and will be used as storage for the first floor front tenant.

3. I will wait to see what comments Jean Fraser may have before making changes to the site plan. I am anticipating possibly needing to obtain an easement from Mr. Leeman for a small triangle shaped bit of his side of the driveway to achieve the 9 x 18 dimensional requirement for the second space. It is tight, but very close. If needed, we will include the right to park cars on this triangle of space in the easement to travel over his land to get to our parking spots. (See #4 below.)

4. We are in the process of obtaining an easement from the next door neighbor, Aaron Leeman, regarding crossing his property to access our parking area.

5. Thank you for addressing the Madison Street encroachment with Planning.

Please let us know if there is anything else that you need or that would be helpful to you.

Thank you,

Lisa

From: Ann Machado <AMACHADO@portlandmaine.gov>
Date: Monday, July 27, 2015 at 5:11 PM
To: Elizabeth Spencer Adams <elizabethspenceradams@gmail.com>
Cc: Philip DiPierro <PD@portlandmaine.gov>
Subject: 98 Washington Avenue - Permt #2015-01736

Lisa -

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I have started to review your permit for zoning. I have a few questions/concerns before I can sign off on it.

1. Are you establishing a specific use for the first floor front part at this time? If not you will have to apply for a separate permit later to establish the use if it does not remain office use.

2. Is there a basement? What is located in it?

3. You will need to provide two off-street parking spaces for the new units. A parking space is 9' wide by 18' deep. Please indicate the two spaces on the site plan. Before you make changes to the site plan I would wait to see if Phil DiPierro will require any changes to the site plan.

4. It appears from the site plan that to access the parking you have to go across the property that belongs to 102 Washington Avenue. Do you have an easement from the owner to do this?

5. I will talk to Planning and see if anything needs to be addressed regarding the encroachment of the entry on Madison Street.

Ann

Ann Machado
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