



**Planning Division Use Only**

Authorization Granted  Partial Exemption  Exemption Denied

*- see attached with 2 conditions*

**Standard Condition of Approval:** The applicant shall obtain all required City Permits, including building permits from the Inspection Division (Room 315, City Hall (874-8703)) prior to the start of any construction.

Planner Signature Barbara Barbydt Date June 4, 2012

**IMPORTANT NOTICE TO APPLICANT:** The granting of an Administrative Authorization to exempt a development from site plan review does not exempt this proposal from other required approvals or permits, nor is it an authorization for construction. You should first check with the Building Inspections Office, Room 315, City Hall (207)874-8703, to determine what other City permits, such as a building permit, will be required.

**PROVISION OF PORTLAND CITY CODE  
14-523 (SITE PLAN ORDINANCE)  
RE: Administrative Authorization**

**Sec. 14-523 (b). Applicability**

No person shall undertake any development identified in Section 14-523 without obtaining a site plan improvement permit under this article. (c) Administrative Authorization. Administrative Authorization means the Planning Authority may grant administrative authorization to exempt a development proposal from complete or partial site plan review that meets the standards below, as demonstrated by the applicant.

1. The proposed development will be located within existing structures, and there will be no new buildings, demolitions, or building additions other than those permitted by subsection b of this section;
2. Any building addition shall have a new building footprint expansion of less than five hundred (500) square feet;
3. The proposed site plan does not add any new curb cuts, driveways, or parking areas; the existing site has no more than one (1) curb cut and will not disrupt the circulation flows and parking on-site; and there will be no drive-through services provided;
4. The curbs and sidewalks adjacent to the lot are complete and in sound condition, as determined by the public works authority, with granite curb with at least four (4) inch reveal, and sidewalks are in good repair with uniform material and level surface and meet accessibility requirements of the Americans with Disabilities Act;
5. The use does not require additional or reduce existing parking, either on or off the site, and the project does not significantly increase traffic generation;
6. There are no known stormwater impacts from the proposed use or any existing deficient conditions of stormwater management on the site;
7. There are no evident deficiencies in existing screening from adjoining properties; and
8. Existing utility connections are adequate to serve the proposed development and there will be no disturbance to or improvements within the public right-of-way.
9. There are no current zoning violations;
10. Any emergency generators are to be located to minimize noise impacts to adjoining properties and documentation that routine testing of the generators occur on weekdays between the hours of 9 a.m. to 5 p.m. Documentation pertaining to the noise impacts of the emergency generator shall be submitted; and
11. There is no anticipated noise, vibration, glare, fumes or other foreseeable impacts associated with the project.

- a. **Filing the Application.** An applicant seeking an administrative authorization under this subsection shall submit an administrative authorization application for review, detailing the site plan with dimensions of proposed improvements and distances from all property lines, and stating that the proposal meets all of the provisions in standards 1-11 of Section 14-423 (b)1. **The application must be accompanied by an application fee of \$50.**
- b. **Review.** Upon receipt of such a complete application, the Planning Authority will process it and render a written decision of approval, approval with conditions or denial, with all associated findings.
- c. **Decision.** If a full administrative authorization is granted, the application shall be approved without further review under this article, and no performance guarantee shall be required. In the event that the Planning Authority determines that standards a and b of Section 14-523 (b) (1) and at least four (4) of the remaining standards have been met, the Planning Authority shall review the site plan according to all applicable review standards of Section 14-526 that are affected by the standards in this subsection that have not been met. If an exemption or partial exemption from site plan review is not granted, the applicant must submit a site plan application that will undergo a full review by the Planning Board or Planning Authority according to the standards of Section 14-526.

Administrative Authorization Decision  
 Chestnut Street Loft Condominium Association  
 21 Chestnut Street

Criteria for an Administrative Authorizations:  
 (See Section 14-523 (4) on page 2 of this application)

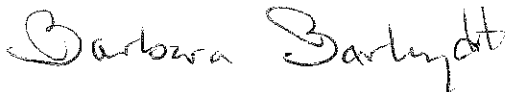
Applicant's Assessment  
 Y(yes), N(no), N/A

Planning Division  
 Use Only

a) Is the proposal within existing structures?	N	No – guardrail along end of building
b) Are there any new buildings, additions, or demolitions?	N	No
c) Is the footprint increase less than 500 sq. ft.?	N	N/A
d) Are there any new curb cuts, driveways or parking areas?	N	No
e) Are the curbs and sidewalks in sound condition?	N/A	yes
f) Do the curbs and sidewalks comply with ADA?	N/A	yes
g) Is there any additional parking?	N/A	no
h) Is there an increase in traffic?	N/A	no
i) Are there any known stormwater problems?	N	no
j) Does sufficient property screening exist?	N/A	n/a
k) Are there adequate utilities?	N/A	yes
l) Are there any zoning violations?	None known	no
m) Is an emergency generator located to minimize noise?	N	no
n) Are there any noise, vibration, glare, fumes or other impacts?	N	no

The Administrative Authorization for 21 Chestnut Street was approved by Barbara Barhydt, Development Review Services Manager on June 4, 2012 with the following Condition(s) Approval listed below:

1. The proposed guard rail shall be installed no further than 12 inches from the wall of 21 Chestnut Street with the back side.
2. Standard Condition of Approval: The applicant shall obtain all required City Permits, including building permits from the Inspection Division (874-8703) and any other permits required from the Department of Public Services (874-8801) prior to the start of any construction.



Barbara Barhydt, Development Review Services Manager  
 June 4, 2012

Historic Preservation letter attached.

"Grounds Crew"

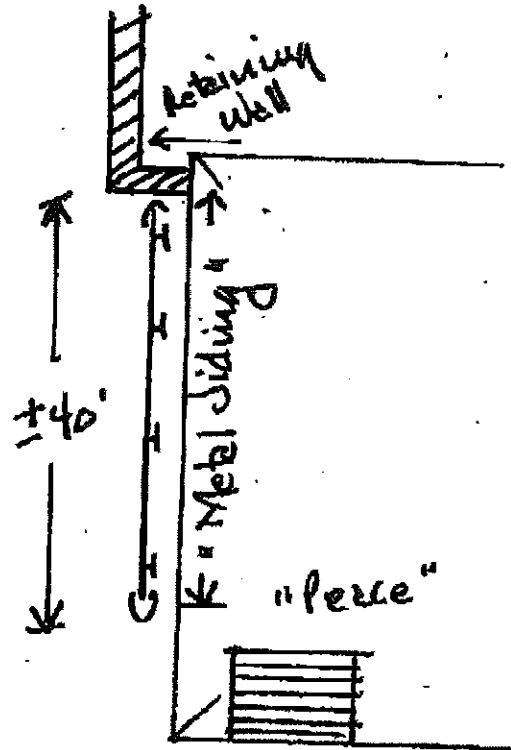
10/28/11

"21 Chestnut Street" - Portland

4 - steel posts spaced 12'6"

3 - steel beams

2 - "Buffer Ends"



Chestnut St.

Cumberland Ave.

**CITY OF PORTLAND, MAINE**  
**HISTORIC PRESERVATION BOARD**

---

Rick Romano, Chair  
Martha Burke, Vice Chair  
Scott Benson  
Rebecca Ermlich  
Michael Hammen  
Ted Oldham  
Susan Wroth

June 4, 2012

Jeff Martin, Property Manager  
Foreside Management  
P.O. Box 957  
Portland, Maine 04104

Re: Request to install a guardrail next to the north side of 21 Chestnut Street, Portland

Dear Mr. Martin:

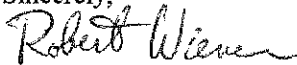
This office has reviewed and approved your request, on behalf of client Chestnut Street Lofts, to install a standard steel guardrail, as described in your Historic Preservation Application dated April 10, 2012 and as we discussed today on the telephone.

Approval is subject to the following condition:

- \* That the installation be carried out as described in the application and our discussion, with the back side of the guardrail no further than twelve (12) inches from the north wall of 21 Chestnut Street.

Changes to the approved plans and specifications and any additional work that may be undertaken must be reviewed and approved by this office prior to construction, alteration, or demolition. If, during the course of completing the approved work, conditions are encountered which prevent completing the approved work, or which require additional or alternative work, you must apply for and receive a Certificate of Appropriateness or Non-Applicability PRIOR to undertaking additional or alternative work. This Certificate is granted upon condition that the work authorized herein is commenced within twelve (12) months after the date of issuance. If the work authorized by this Certificate is not commenced within twelve (12) months after the date of issuance or if such work is suspended in significant part for a period of one year after the time the work is commenced, such Certificate shall expire and be of no further effect; provided that, for cause, one or more extensions of time for periods not exceeding ninety (90) days each may be allowed in writing by the Department.

Sincerely,



Robert Wiener  
Preservation Compliance Coordinator

Cc: Deborah Andrews, Historic Preservation Program Manager  
Barbara Barhydt, Development Review Services