

City of Portland
 Development Review Application
 Planning Division Transmittal Form

Application Number: 2014-010 **Application Date:** 01/28/2014
CBL: 028 D003001 **Application Type:** Administrative Authorization

Project Name: Portland Food Co-op
Address: 290- CONGRESS ST
Project Description: Interior fit out for retail grocery

Distribution List:

Planner	Jean Fraser	Parking	John Peverada
Zoning	Marge Schmuckal	Design Review	Alex Jaegerman
Traffic Engineer	Tom Errico	Corporation Counsel	Danielle West-Chuhta
Civil Engineer	David Senus	Sanitary Sewer	John Emerson
Fire Department	Chris Pirone	Inspections	Tammy Munson
City Arborist	Jeff Tarling	Historic Preservation	Deb Andrews
Engineering	David Margolis-Pineo	DRC Coordinator	Phil DiPierro
		Outside Agency	

Administrative Authorization Decision

Application #: 2014-010
Name: Portland Food Co-op
Address: CONGRESS ST
Description: Interior fit out for retail grocery

<u>Criteria for an Administrative Authorization:</u> <u>(See Section 14-523 (4) on page 2 of this application)</u>	<u>Applicant's Assessment</u>		<u>Planning Division</u>
	<u>Yes, No, N/A</u>		<u>Use Only</u>
a) Is the proposal within existing structures?	Yes	Yes	
b) Are there any new buildings, additions, or demolitions?	Yes	Yes	
c) Is the footprint increase less than 500 sq. ft.?	Yes	Yes	
d) Are there any new curb cuts, driveways or parking areas?	No	No	
e) Are the curbs and sidewalks in sound condition?			TBD
f) Do the curbs and sidewalks comply with ADA?			TBD
g) Is there any additional parking?	No	No	
h) Is there an increase in traffic?	No	No	
i) Are there any known stormwater problems?	No	No	
j) Does sufficient property screening exist?	N/A	N/A	
k) Are there adequate utilities?	Yes	Yes	
l) Are there any zoning violations?	No	No	
m) Is an emergency generator located to minimize noise?	No	No	
n) Are there any noise, vibration, glare, fumes or other impacts?	No	No	

The Administrative Authorization for the Portland Food Co-op was approved by Marge Schmuckal, Zoning Officer on March 4, 2014 with the following condition of approval listed below:

- 1) This project is in a B-2b zone and would need a change of use permit from Inspection Services. Retail and restaurants are both allowable uses in the B-2b zone. Any enclosure for a vestibule would be allowable along with the outdoor seating for the café. Separate permits are required for any new signage.

Marge Schmuckal
Zoning Officer
Approval Date: March 4, 2014

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Marge Schmuckal
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Needs A change of use



Memorandum
Department of Planning and Urban Development
Pre-Application Meeting Request

Michael Crush

To request a pre-application meeting please fill out the form below with as much detail as possible. Return the form along with any electronic drawings or supporting documentation via e-mail to Desiree Kelly, dmk@portlandmaine.gov. Two 30 minute meetings will be scheduled each Wednesday from 12:00-1:00 p.m. in Room 209, 2nd Floor of City Hall. These meetings are by appointment only and can be scheduled by Desiree Kelly at the e-mail address above or by telephone 207-874-8720.

State

no Barbara (out sick) - Tammy - Marge Jean, David M-P-

Contact Information	
Name:	Robin Tannenbaum on behalf of Portland Food Co-op
E-Mail Address:	robin@kaplanthompson.com
Phone:	(207)842-2888 x203

John from The Co-op
Crane - SPAA/design committee

Proposed Project Information	
Chart, Block, Lot (s)	028 D003001
Address	290 Congress Street
Current Use	Vacant (formerly office and grocery retail)
Proposed Use	Retail (Food Store)
Lot Size	Leased Property Total: +/-4,900 sf
New Building or Addition Sq. Ft.	Up to 150 sf vestibule →
New impervious surface area	None occupancy load just under 100?

Brief description of proposed project:

The Portland Food Co-op is opening a full service grocery store offering a wide selection of local and healthy foods. Approx. 3,500 sf of retail space includes a "Grab 'N Go" deli and coffee station with cafe style seating. Back of house includes receiving, back stock storage, admin offices, produce prep and a kitchen for prepared foods. Existing loading dock to be rebuilt.

will be sprinklered; fire alarm will bring preparing food

Assessor's Office | 389 Congress Street | Portland, Maine 04101 | Room 115 | (207) 874-8486

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This page contains a detailed description of the Parcel ID you selected. Press the **New Search** button at the bottom of the screen to submit a new query.

Current Owner Information:

Services

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[Maps](#)

[Tax Relief](#)

[Tax Roll](#)

[Q & A](#)

[browse city services a-z](#)

[browse facts and links a-z](#)



Best viewed at 800x600, with Internet Explorer

CBL 028 D003001
Land Use Type RETAIL & PERSONAL SERVICE
 Verify legal use with Inspections Division
Property Location 290 CONGRESS ST
Owner Information ROMAN CATHOLIC BISHOP OF PORTLAND
 510 OCEAN AVE
 PORTLAND ME 04103
Book and Page 30260/163
Legal Description 28-D-3 CONGRESS ST 286-300
 HAMPSHIRE ST 49-73
 FEDERAL EAST 81-93
 41943 SF
Acres 0.9629

Current Assessed Valuation:

TAX ACCT NO.	3782	OWNER OF RECORD AS OF APRIL 2013
LAND VALUE	\$633,700.00	ROMAN CATHOLIC BISHOP OF
BUILDING VALUE	\$599,100.00	PORTLAND
NET TAXABLE - REAL ESTATE	\$1,232,800.00	510 OCEAN AVE
TAX AMOUNT	\$23,928.66	PORTLAND ME 04103

Any information concerning tax payments should be directed to the Treasury office at 874-8490 or [e-mailed](#).

Building Information:

Building 1
Year Built 1964
Style/Structure Type RETAIL - MULTI OCCUPANCY
Units 1
Building Num/Name 1 - RITE AID
Square Feet 18265

[View Sketch](#)

[View Map](#)

[View Picture](#)

Exterior/Interior Information:

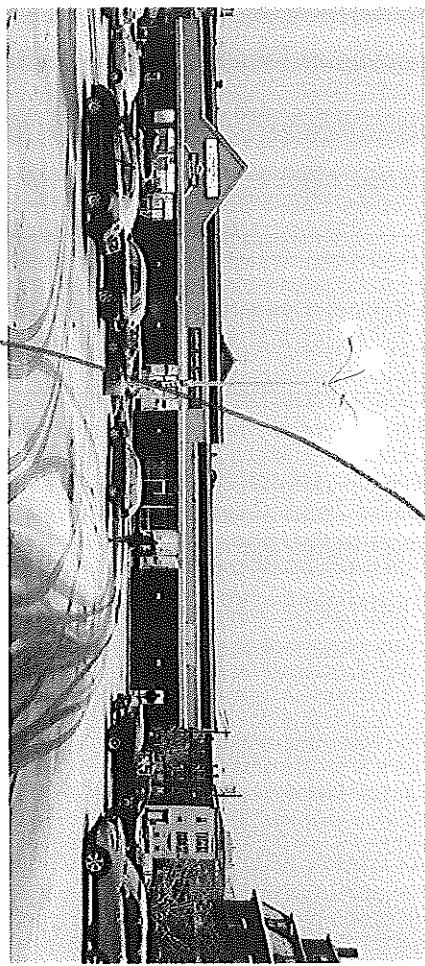
Building 1
Levels B1/B1
Size 3776
Use SUPPORT AREA
Height 12
Heating HOT AIR
A/C NONE

Building 1
Levels 01/01
Size 14489
Use DISCOUNT STORE/MARKET
Height 18
Walls CONC. BLOCK

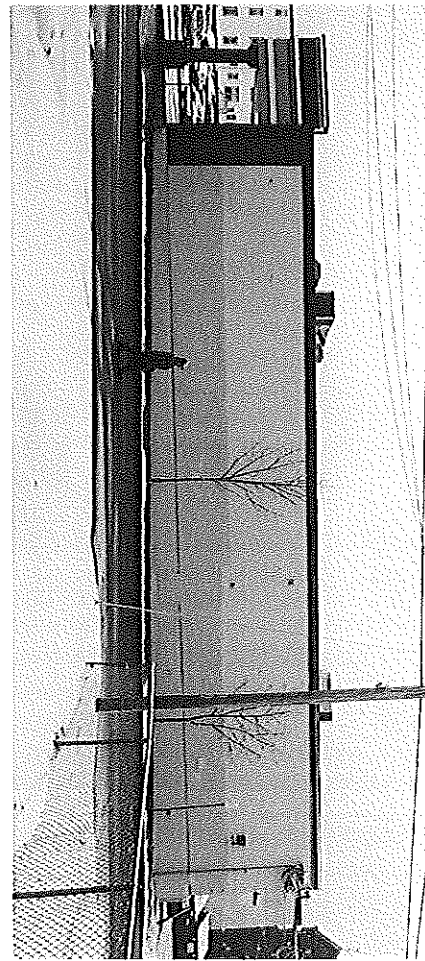
290 Congress St



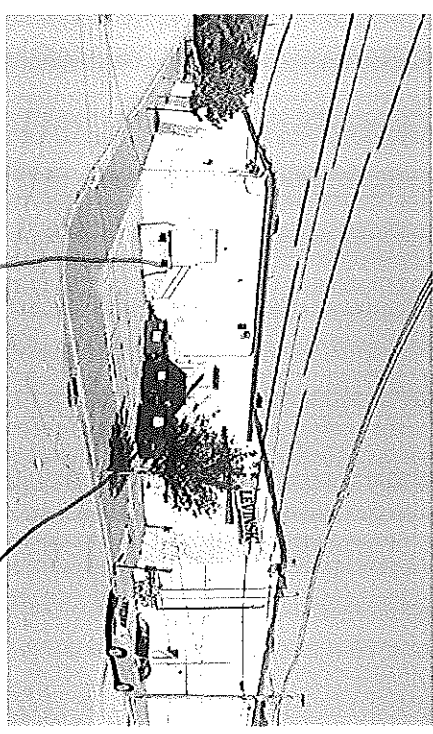
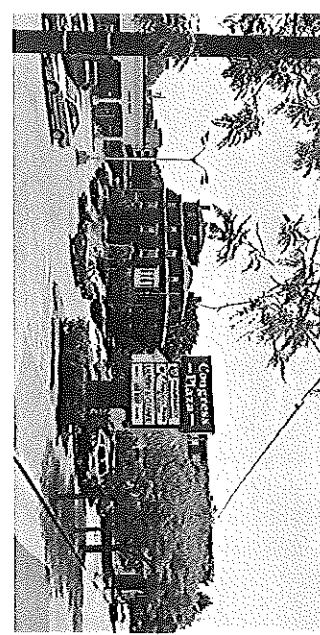
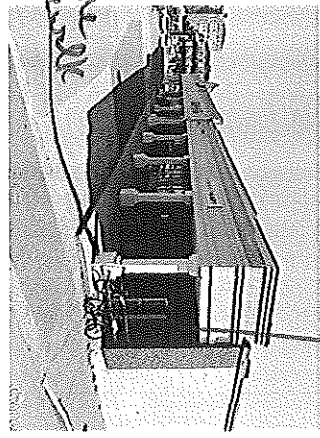
Copyright 2011 Esri. All rights reserved. Mon Jan 13 2014 12:03:43 PM.



enclosed vestibule
Access on Side



External gazebo intercept



To be removed
New roof



Rear eyes

KAPUN THOMPSON
ARCHITECT
1400 N.W. 23RD AVE., SUITE 200
PORTLAND, OR 97209

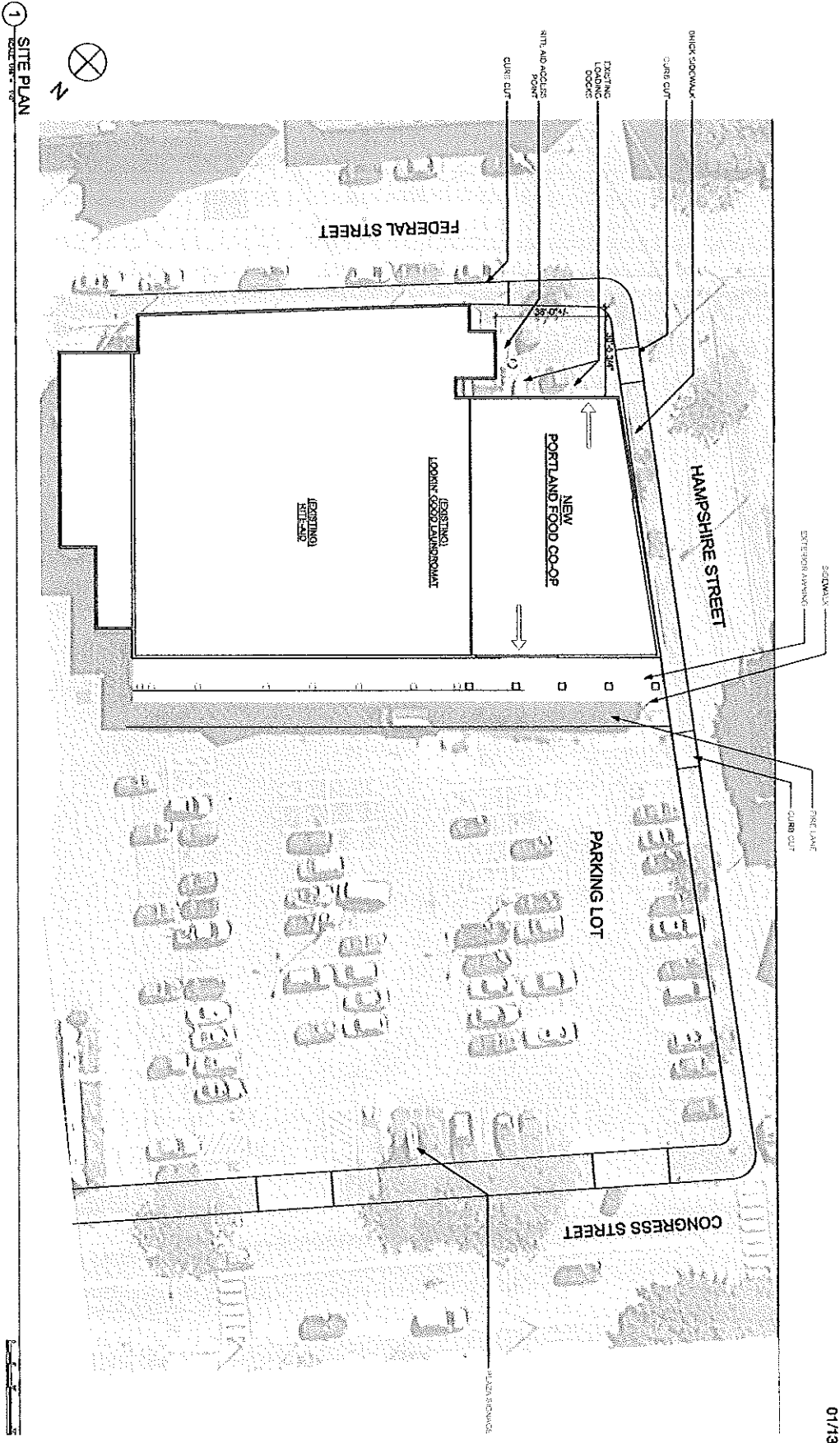
EXISTING CONDITIONS

Project:
New Store
Portland Food Co-op
5th Floor, 5th Floor

Drawn: Photos - Exterior
Scale: 1/8" = 1'-0"

Date: January 13, 2013

Sheet: A-9.2



1 SITE PLAN

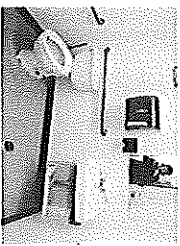
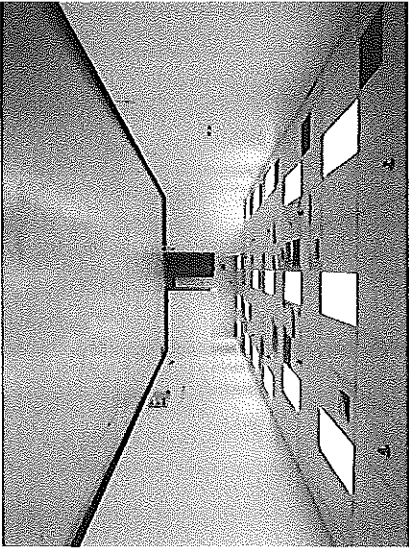
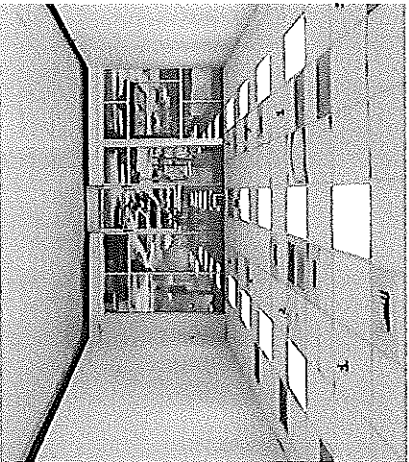
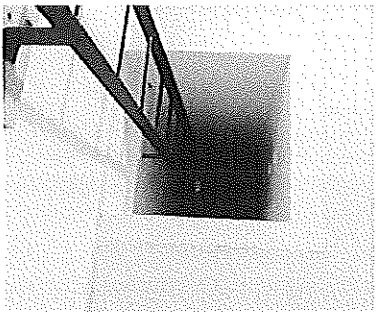
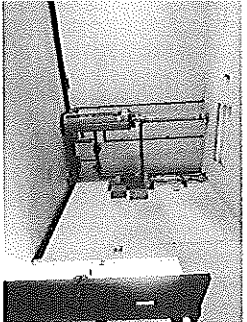
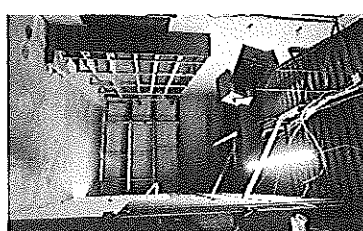
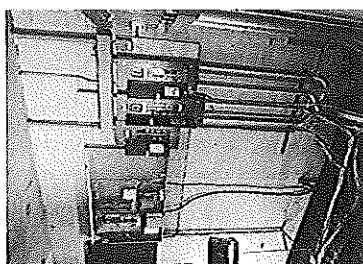
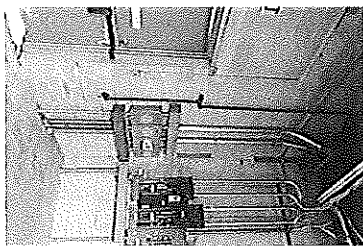
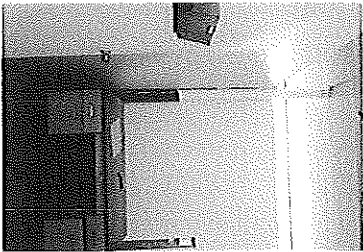
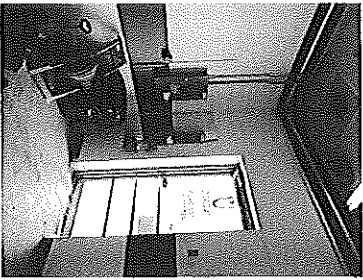
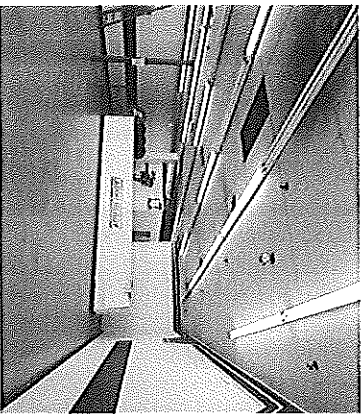
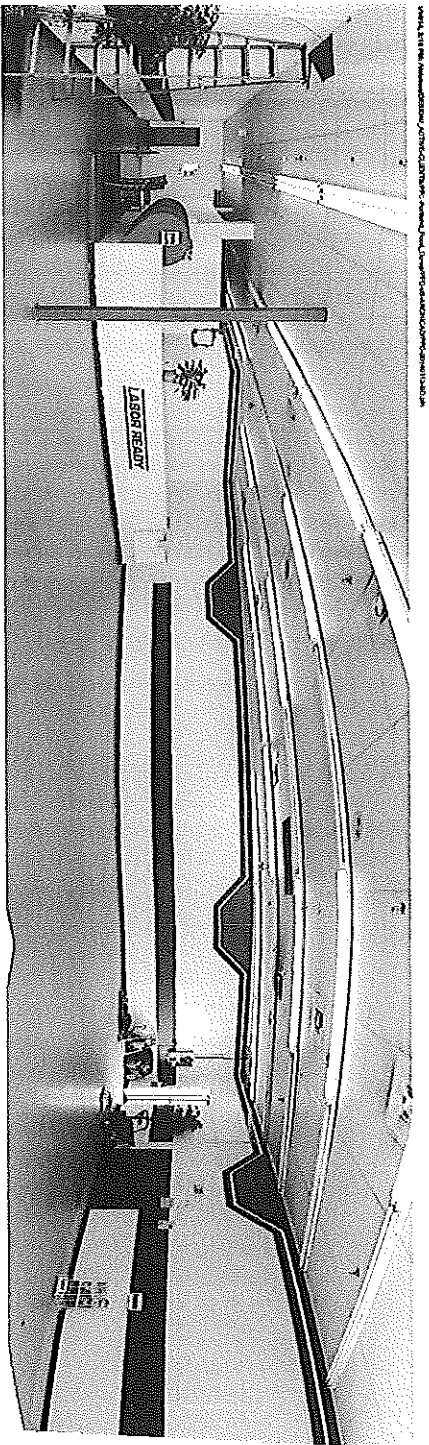
KAPLAN THOMPSON
ARCHITECTS
450 FINE STREET
PORTLAND, ME 04101

SCHEMATIC DESIGN 1.13.14

PROJECT:
NEW STORE
PORTLAND FOOD CO-OP
PORTLAND, ME

Drawing:	SITE PLAN	Drawn by:	BT
Scale:	AS SHOWN	Reviewed:	
DATE:	JANUARY 13, 2014		

A-O.O

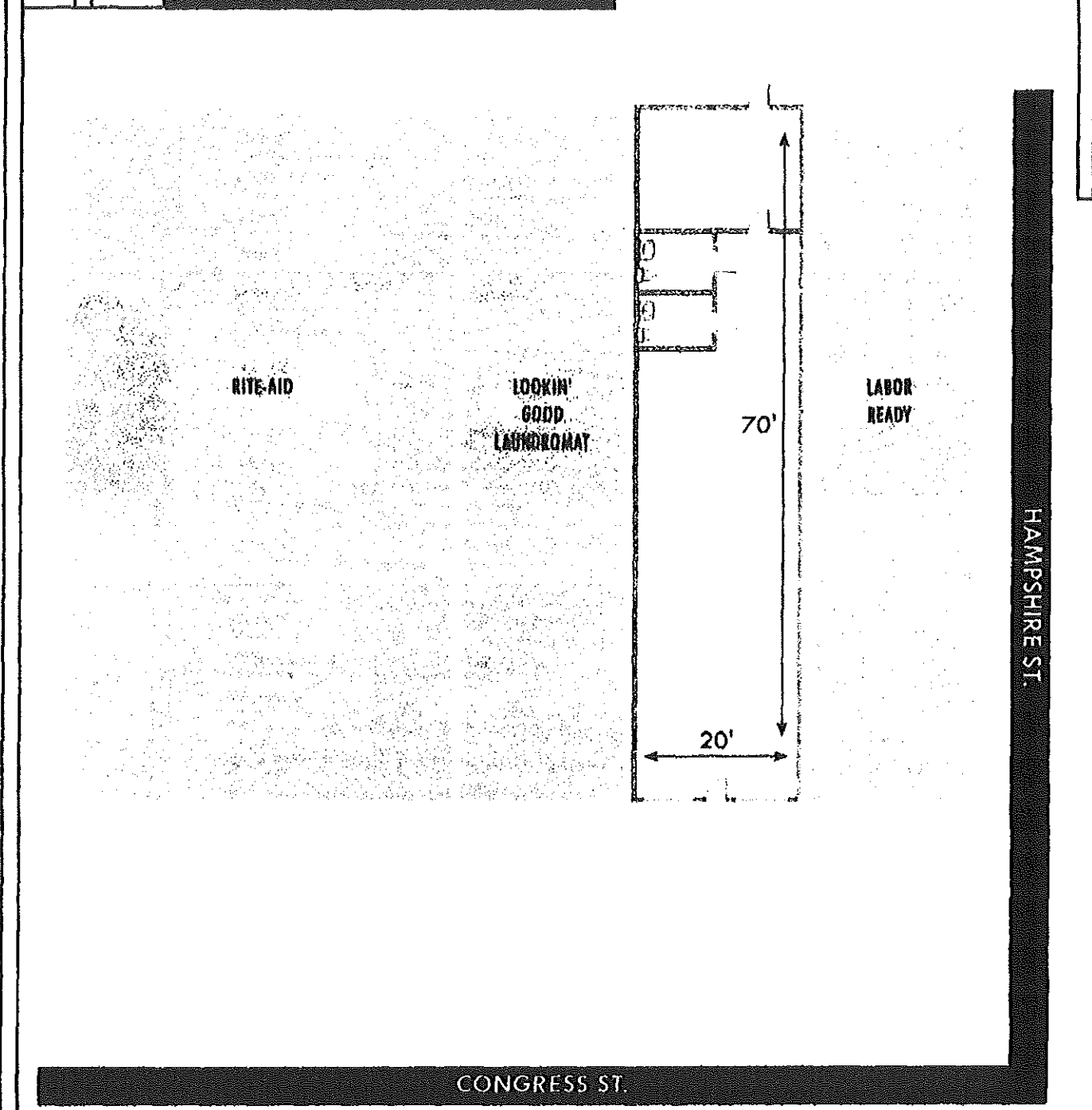


KAPLAN THOMPSON
ARCHITECTS
434 POST ST., SUITE 100, SAN JOSE, CA 95128
408.934.7600 FAX 408.934.7605

EXISTING CONDITIONS

PROJECT:
NEW STORE
PORTLAND FOOD CO-OP
PORTLAND, OREGON

DRAWING: PART 03 - INTERIOR
SCALE: AS SHOWN
DATE: JANUARY 13, 2013
DRAWN BY: JZT
REVIEWED:



This drawing is not to scale. It is for representational purposes only.

95 India St. Portland, Maine 04101 | Tel. 207-774-7715 | www.balfourcommercial.com

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City of Portland, Maine - Building or Use Permit Application

389 Congress Street, 04101 Tel: (207) 874-8703, FAX: (207) 8716

Job No: 2012-02-3305-CH OF USE	Date Applied: 2/17/2012	CBL: 028- D-003-001	
Location of Construction: 290 CONGRESS ST	Owner Name: OWEN B PICKUS - 290 CONGRESS LLC	Owner Address: 2 CHABOT DR WESTBROOK, ME 04092	Phone:
Business Name: African Grocery Store	Contractor Name:	Contractor Address:	Phone:
Lessee/Buyer's Name: James Shol	Phone: 207-347-4990 or 443-452-5902	Permit Type: BLDG - Building	Zone: B-2b
Past Use: Personal Service - Nail Salon	Proposed Use: Retail - Change of use to retail - no construction	Cost of Work: 1000.00	CEO District:
	<p style="font-size: 2em; text-align: center;"><i>EX PULSED</i></p>	Fire Dept: <input checked="" type="checkbox"/> Approved w/conditions <input type="checkbox"/> Denied <input type="checkbox"/> N/A Signature: <i>Capt. Paton 2/20/12</i>	Inspection: Use Group: <i>AM</i> Type: Signature: <i>JMB</i>
Proposed Project Description: Change of use from Nail Salon to Retail	<p style="font-size: 2em; text-align: center;"><i>Never changed</i></p>	Pedestrian Activities District (P.A.D.) Signature: <i>JMB</i> Date: <i>2/24/12</i>	
Permit Taken By:	Zoning Approval		

1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules. 2. Building Permits do not include plumbing, septic or electrical work. 3. Building permits are void if work is not started within six (6) months of the date of issuance. False information may invalidate a building permit and stop all work.	Special Zone or Reviews <input type="checkbox"/> Shoreland <input type="checkbox"/> Wetlands <input type="checkbox"/> Flood Zone <input type="checkbox"/> Subdivision <input type="checkbox"/> Site Plan <input type="checkbox"/> Maj <input type="checkbox"/> Min <input type="checkbox"/> MM Date: <i>OK w/condition 2/17/12 AM</i>	Zoning Appeal <input type="checkbox"/> Variance <input type="checkbox"/> Miscellaneous <input type="checkbox"/> Conditional Use <input type="checkbox"/> Interpretation <input type="checkbox"/> Approved <input type="checkbox"/> Denied Date:	Historic Preservation <input checked="" type="checkbox"/> Not in Dist or Landmark <input type="checkbox"/> Does not Require Review <input type="checkbox"/> Requires Review <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied Date: <i>AM</i>
	CERTIFICATION		

I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in the application is issued, I certify that the code official's authorized representative shall have the authority to enter all areas covered by such permit at any reasonable hour to enforce the provision of the code(s) applicable to such permit.

SIGNATURE OF APPLICANT	ADDRESS	DATE	PHONE
RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE		DATE	PHONE