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Planning & Urban Development Department

Penny St. Louis Littell, Director

Planning Division

Alexander Jaegerman, Director

March 7, 2011

Senator Justin Alford
58 Alder Street
Portland, ME 04101

Dear Mr. Alford:

Thank you for submitting an administrative authorization application for 58 Alder Street. I reviewed the application and have determined that the proposal triggers a Level I Site Alteration review under provision 14-523 (d) 2 c of the Site Plan Ordinance:

The construction of any temporary or permanent parking area, paving of existing unpaved surface parking areas between 1,000 and 7,500 square feet, or creation of other impervious surface areas between 1,000 and 7,000 square feet.

The amount of area to be paved is not shown on the site plan, but I estimate that it is roughly 2,560 square feet of impervious surface area. Enclosed please find your check for the administrative authorization, which is being returned, and a copy of the Level I application for your use.

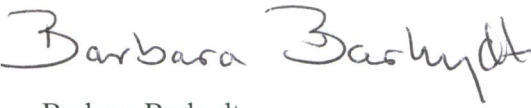
To assist in preparing the Level I application, you will find a check list of the submittal requirements within the application form. We are particularly interested in answers to the following:

- Evidence of Right, Title and Interest;
- Confirmation that the seating area is not a parking lot, nor will be used as a parking lot following approval as a patio area.. Please note the Planning Board is holding a public hearing on proposed amendments to the B-7 zone to allow some surface parking lots as a permitted use on Tuesday, March 8th. As drafted, the changes may not impact your proposal, but you may want to discuss the pending amendments with Rick Knowland or attend the meetings. Please let us know if you would like to be placed on our interested party list so you receive notice of when the Planning Board or City Council will be considering the B-7 amendments;
- Address closing off the curb cut with curb and sidewalk along Alder Street;
- Provide a plan for the management of storm water on the site and show the contours or spot elevations for the re-grading of the site;

- Address any proposed landscaping and the details of the fencing, including whether the fencing is permanent or temporary and any separation needed between the seating and 7 space parking area;
- An expanded project description would be helpful, such as the proposed hours of operation, proposed time frame for this seasonal use, the proposed uses for the area, including whether outside music is proposed, will food be prepared outside and where and how will the equipment be stored during off-season. (If the site will be used for off-season storage of equipment and fencing, please provide a winter conditions plan.)
- The traffic engineer will review the TDM as part of the Level I review, so there are no preliminary comments at this time.

We look forward to receiving the Level I application. It is exciting that your new business is looking to further invest in the Bayside neighborhood.

Sincerely,



Barbara Barhydt
Development Review Services Manager

cc: Penny St. Louis, Director, Department of Planning and Urban Development
Alexander Jaegerman, Planning Division Director
Rick Knowland, Senior Planner
Mr. David Matero, DayMatero Studio, 100 Front Street, Bath Maine 04530