

Department of Planning & Development
Lee D. Urban, Director



CITY OF PORTLAND

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October 14, 2003

Mr. Walt Stinson
Sebago Technics
One Chabot Street
PO Box 1339
Westbrook ME 04098-1339

RE: Gorham Savings Bank, 71 Marginal Way, #2003-0148, CBL: 034-K-003

Dear Mr. Stinson:

This letter is to confirm that the Portland Planning Authority has reviewed and approved for site plan review a bank branch office for Gorham Savings Bank in the vicinity of 71 Marginal Way subject to the following conditions:

1. That an easement to the City for the traffic control box shall be submitted to City staff for review and approval. An easement for the landscaping located within the City right-of-way (excluding the street trees) shall be submitted for City Staff review and approval.
2. That the site plan shall be revised to reflect the drainage and grade comments outlined in Steve Bushey's e-mail of October 2, 2003.
3. That the site plan shall be revised to reflect the engineering comments of Public Works.
4. That all exterior site signage shall be reviewed and approved by the Planning Staff.
5. That the development shall obtain a traffic movement permit.

Where submission drawings are available in electronic form, the applicant shall submit any available electronic CADD.DXF files with seven sets of final plans.

The approval is based on the submitted site plan. If you need to make any modifications to the approved site plan, you must submit a revised site plan for staff review and approval.

Please note the following provisions and requirements for all site plan approvals:

1. The site plan approval will be deemed to have expired unless work in the development has commenced within one (1) year of the approval or within a time period agreed upon in writing by the City and the applicant. A one year extension may be granted by this department if requested by the applicant in writing prior to the expiration date of the site plan.

2. A performance guarantee in a form acceptable to the City of Portland and an inspection fee equal to 2.0% of the performance guarantee will have to be posted before beginning any site construction or issuance of a building permit.
3. A defect guarantee, consisting of 10% of the performance guarantee, must be posted before the performance guarantee will be released.
4. Prior to construction, a pre-construction meeting shall be held at the project site with the contractor, development review coordinator, Public Work's representative and owner to review the construction schedule and critical aspects of the site work. At that time, the site/building contractor shall provide three (3) copies of a detailed construction schedule to the attending City representatives. It shall be the contractor's responsibility to arrange a mutually agreeable time for the pre-construction meeting.
5. If work will occur within the public right-of-way such as utilities, curb, sidewalk and driveway construction, a street opening permit(s) is required for your site. Please contact Carol Merritt at 874-8300, ext. 8822. (Only excavators licensed by the City of Portland are eligible.)
6. Where submission drawings are available in electronic form, the applicant shall submit any available electronic CADD.DXF files with seven sets of final plans.

The Development Review Coordinator must be notified five (5) working days prior to date required for final site inspection. The Development Review Coordinator can be reached at the Planning Division at 874-8632. Please note that no Certificates of Occupancy will be issued until all site improvements have been completed and inspected in the field by the Development Review Coordinator.

If there are any questions, please contact Sarah Hopkins at 874-8720.

Sincerely,



Alexander Jaegerman
Planning Division Director

cc: Lee D. Urban, Planning and Development Department Director
Sarah Hopkins, Development Review Program Manager
Richard Knowland, Senior Planner
Jay Reynolds, Development Review Coordinator
— Marge Schmuckal, Zoning Administrator
Michael Bobinsky, Public Works Director
Karen Dunfey, Inspections
Traffic Division
Tony Lombardo, Project Engineer
Eric Labelle, City Engineer
Jeff Tarling, City Arborist
Penny Littell, Associate Corporation Counsel
Lt. Gaylen McDougall, Fire Prevention
Don Hall, Appraiser, Assessor's Office
Approval Letter File
Correspondence File