



PORTLAND MAINE

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Planning & Urban Development Department

Jeff Levine, AICP, Director

Planning Division

Alexander Jaegerman, Director

August 8, 2012

Robert Larkin
2 Cottage Road
Cape Elizabeth, ME 04107

John Leasure
12 Little John Road
Cape Elizabeth, ME 04107

RE: Review Comments for Final Plan for Addition of Two Residential Units at 72-76 Portland Street

Dear Mr. Larkin:

Thank you for submitting a Level I: Minor Residential site plan application for 72-76 Portland Street. This proposal is being reviewed as a final plan and subject to Site Plan Ordinance, Article V of the Land Use Code.

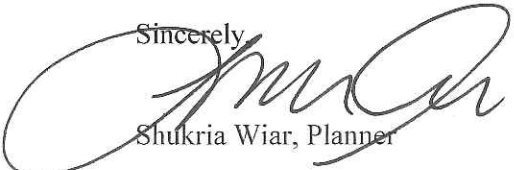
Please address the following staff review comments that have been received for your proposal.

1. The deed for the property has not submitted to show that you have right, title and interest. Please submit a deed for the property.
2. What is the total amount of residential units and commercial units in each building?
3. How many existing parking spaces are available on site?
4. How many are required by Zoning for the existing and proposed residential and commercial units?
5. If the garage is proposed to be converted to a residential unit, then the driveway cut may need to be closed since it will be non-functioning driveway and does not meet the driveway separation. If the applicant wants to keep it open, please explain as to why you want to keep it open.
6. The applicant is required to show street trees on site for the two units. Per Ordinance, the site plan needs to show one (1) street tree per unit.
7. The building and stairs are encroaching into the right-of-way (sidewalk). Either a revocable license or an easement will be required with the City of Portland.
8. Fire Comments are pending and will forward them to you once I get them.

The Planning Authority may request additional information during the continued review of the proposal according to applicable laws, ordinances and regulations.

Please submit four (4) complete sets of revised final plans to address staff comments. Upon receipt of the revised material, the City of Portland will review the additional plans and information for conformance with applicable ordinances. If you have any questions, feel free to contact me at 756-8083 or by email at shukriaw@portlandmaine.gov

Sincerely,


Shukria Wiar, Planner

Electronic Distribution:

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