

37-C-14

2011-354

531-537 Congress St.

Converted to 8 Condo Units

HEGA Realty

on Spreadsheet

PROJECT NAME: 531-537 Congress Street

PROPOSED DEVELOPMENT ADDRESS:
531-537 Congress Street

PROJECT DESCRIPTION:
Eight new residential units on 4th floor.

CHART/BLOCK/LOT: 037-C-14 **PRELIMINARY PLAN** _____ (date)
FINAL PLAN _____ (date)

CONTACT INFORMATION:

Applicant – must be owner, Lessee or Buyer Name: Peter Skapinsky Business Name, if applicable: HEGA Realty Trust Address: One City Center, 4th Fl. City/State: Portland Zip Code: 04101	Applicant Contact Information Work # (207) 871-1080 Home# Cell # Fax# e-mail: peter@dirigomgmt.com
Owner – (if different from Applicant) Name: Address: City/State: Zip Code:	Owner Contact Information Work # Home# Cell # Fax# e-mail:
Agent/ Representative Name: David Lloyd, Archetype Address: 48 Union Wharf City/State: Portland, ME Zip Code: 04101	Agent/Representative Contact information Work # (207) 772-6022 Cell # (207) 831-8627 e-mail: lloyd@archetypepa.com
Billing Information Name: Peter Skapinsky, HEGA Realty Address: One City Center, 4th Fl. City/State: Portland, ME Zip Code: 04101	Billing Information Work # (207) 871-1080 Cell # Fax# e-mail: peter@dirigomgmt.com

Engineer Name: Address: City/State : Zip Code:	Engineer Contact Information Work # Cell # Fax# e-mail:
Surveyor Name: Owen Haskell Address: 390 US Route 1 # 10 City/State : Falmouth, ME Zip Code: 04105	Surveyor Contact Information Work # (207) 774-0424 Cell # Fax# e-mail:
Architect Name: Archetype, David Lloyd Address: 48 Union Wharf City/State : Portland, Me Zip Code: 04101	Architect Contact Information Work # (207) 772-6022 Cell # (207) 831-8627 Fax# e-mail: lloyd@archetypepepa.com
Attorney Name: Tom Hanson, Bernstein Shur Address: 100 Middle St. City/State : Portland, ME Zip Code: 04101	Attorney Contact Information Work # (207) 774-1200 Cell # Fax# (207) 774-1127 e-mail: thanson@bernsteinshur.com

PROJECT DATA

(The following information is required where applicable, in order complete the application)

Total Site Area		
Proposed Total Disturbed Area of the Site		sq. ft.
(If the proposed disturbance is greater than one acre, then the applicant shall apply for a Maine Construction General Permit (MCGP) with DEP and a Stormwater Management Permit, Chapter 500, with the City of Portland)		
IMPERVIOUS SURFACE AREA		
• Proposed Total Paved Area	N/A	sq. ft.
• Existing Total Impervious Area	N/A	sq. ft.
• Proposed Total Impervious Area	N/A	sq. ft.
• Proposed Total Impervious Area	N/A	sq. ft.
• Proposed Impervious Net Change	0	sq. ft.
BUILDING AREA		
• Proposed Building Footprint	15,197	sq. ft.
• Proposed Building Footprint Net change	0	sq. ft.
• Existing Total Building Floor Area	100,850	sq. ft.
• Proposed Total Building Floor Area	100,850	sq. ft.
• Proposed Building Floor Area Net Change	0	sq. ft.
• New Building	NO	(yes or no)
ZONING		
• Existing	B3	
• Proposed, if applicable	N/A	
LAND USE		
• Existing	N/A	
• Proposed	N/A	
RESIDENTIAL, IF APPLICABLE		
• Proposed Number of Affordable Housing Units		
• Proposed Number of Residential Units to be Demolished	0	
• Existing Number of Residential Units	10	
• Proposed Number of Residential Units	18	
• Subdivision, Proposed Number of Lots	18	
PARKING SPACES		
• Existing Number of Parking Spaces		
• Proposed Number of Parking Spaces		
• Number of Handicapped Parking Spaces		
• Proposed Total Parking Spaces		
BICYCLE PARKING SPACES		
• Existing Number of Bicycle Parking Spaces		
• Existing Number of Bicycle Parking Spaces		
• Proposed Number of Bicycle Parking Spaces		
• Total Bicycle Parking Spaces		
ESTIMATED COST OF PROJECT		\$ 540,000.00

**General Submittal Requirements – Preliminary Plan (Optional)
Level III Site Plan
Preliminary Plan Phase Check list (if elected by applicant)**

Applicant Checklist	Planner Checklist	Number of Copies	Written Submittal Requirements	
<input type="checkbox"/>	<input type="checkbox"/>	7 (1 paper copy as of Dec. 1)	Completed application form	?
<input type="checkbox"/>	<input type="checkbox"/>	1	Application fees	?
<input type="checkbox"/>	<input type="checkbox"/>	7 (1 paper copy as of Dec. 1)	Written description of project	?
<input type="checkbox"/>	<input type="checkbox"/>	7 (1 paper copy as of Dec. 1)	Evidence of right, title and interest.	?
<input type="checkbox"/>	<input type="checkbox"/>	7 (1 paper copy as of Dec. 1)	Copies of required State and/or Federal permits.	?
<input type="checkbox"/>	<input type="checkbox"/>	7 (1 paper copy as of Dec. 1)	Written assessment of zoning.	✓?
<input type="checkbox"/>	<input type="checkbox"/>	7 (1 paper copy as of Dec. 1)	Written description of existing and proposed easements or other burdens.	NA
<input type="checkbox"/>	<input type="checkbox"/>	7 (1 paper copy as of Dec. 1)	Written requests for waivers from individual site plan and/or technical standards, where applicable.	✓
<input type="checkbox"/>	<input type="checkbox"/>	7 (1 paper copy as of Dec. 1)	Traffic analysis (may be preliminary, in nature, during the preliminary plan phase).	NA
<input type="checkbox"/>	<input type="checkbox"/>	7 (1 paper copy as of Dec. 1)	Written summary of significant natural features located on the site.	NA
<input type="checkbox"/>	<input type="checkbox"/>	7 (1 paper copy as of Dec. 1)	Written summary of project's consistency with related city master plans.	?
<input type="checkbox"/>	<input type="checkbox"/>	1 (1 paper copy as of Dec. 1)	Neighborhood Meeting Material (refer to page 13 of this application.)	?
Applicant Checklist	Planner Checklist	Number of Copies	Site Plan Submittal Requirements	
<input type="checkbox"/>	<input type="checkbox"/>	7 (1 paper copy as of Dec. 1)	Boundary Survey meeting the requirements of Section 13 of the City of Portland Technical Manual.	NA
<input type="checkbox"/>	<input type="checkbox"/>	7 (1 paper copy as of Dec. 1)	Preliminary Site Plan Including the following: (*information provided may be preliminary in nature during preliminary plan phase):	
<input type="checkbox"/>	<input type="checkbox"/>		▪ Existing and proposed structures with distance from property line (including location of proposed piers, docks or wharves if in Shoreland Zone).	NA
<input type="checkbox"/>	<input type="checkbox"/>		▪ Location of adjacent streets and intersections and approximate location of structures on abutting properties.	NA
<input type="checkbox"/>	<input type="checkbox"/>		▪ Proposed site access and circulation.	NA
<input type="checkbox"/>	<input type="checkbox"/>		▪ Proposed grading and contours.	NA
<input type="checkbox"/>	<input type="checkbox"/>		▪ Location and dimension of existing and proposed paved areas including all parking areas and vehicle, bicycle and pedestrian access ways.	NA
<input type="checkbox"/>	<input type="checkbox"/>		▪ Preliminary landscape plan including existing vegetation to be preserved, proposed site landscaping and street trees.	NA
<input type="checkbox"/>	<input type="checkbox"/>		▪ Existing and proposed utilities (preliminary layout).	NA
<input type="checkbox"/>	<input type="checkbox"/>		▪ Preliminary infrastructure improvements (e.g. - curb and sidewalk improvements, roadway intersection modifications, utility connections, transit infrastructure, roadway improvements).	NA
<input type="checkbox"/>	<input type="checkbox"/>		▪ Preliminary stormwater management and erosion control plan.	NA
<input type="checkbox"/>	<input type="checkbox"/>		▪ Existing significant natural features located on the site (including wetlands, ponds, watercourses, floodplains, significant wildlife habitats and fisheries or other important natural features listed in Section 14-526 (b) 1. of the Land Use Code).	NA

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<ul style="list-style-type: none"> ▪ Proposed alterations to and protection measures for significant natural features located on the site (including wetlands, ponds, watercourses, floodplains, significant wildlife habitats and fisheries or other important natural features listed in Section 14-526 (b)1. of the Land Use Code). NA
<ul style="list-style-type: none"> ▪ Existing and proposed easements or public or private rights of way. NA

General Submittal Requirements – Final Plan (Required)
Level III Site Plan
Final Plan Phase Check list (including items listed above in General Requirements for Preliminary Plan, if applicant did not elect to submit for a preliminary plan review)

Applicant Checklist	Planner Checklist	Number of Copies	Written Submittal Requirement
<input type="checkbox"/>	<input type="checkbox"/>	1	Evidence of financial and technical capacity. ?
<input type="checkbox"/>	<input type="checkbox"/>	1	Evidence of utilities' capacity to serve the development. HURT? ?
<input type="checkbox"/>	<input type="checkbox"/>	1	Written summary of fire safety (referencing NFPA fire code and Section 3 of the City of Portland Technical Manual). ?
<input type="checkbox"/>	<input type="checkbox"/>	1	Construction management plan. ? NA?
<input type="checkbox"/>	<input type="checkbox"/>	1	Traffic Plan (if development will (1) generate 100 or more PCE or (2) generate 25 or more PCE and is located on an arterial, within 1/2 mile of a high crash location, and/or within ¼ mile of an intersection identified in a previous traffic study as a failing intersection). NA
<input type="checkbox"/>	<input type="checkbox"/>	1	Stormwater management plan. NA
<input type="checkbox"/>	<input type="checkbox"/>	1	Written summary of solid waste generation and proposed management of solid waste. ? HURT
<input type="checkbox"/>	<input type="checkbox"/>	1	Written assessment of conformity with applicable design standards. ?
<input type="checkbox"/>	<input type="checkbox"/>	1	Manufacturer's verification that HVAC and manufacturing equipment meets applicable state and federal emissions requirements. ?

Final Plan Phase		Number of Copies	Written Submittal Requirement
<input type="checkbox"/>	<input type="checkbox"/>	7 (1 paper copy as of Dec. 1)	Final Site Plan Including the following
<input type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> ▪ Existing and proposed structures on the site with distance from property line (including location of proposed piers, docks or wharves if in Shoreland Zone). NA
<input type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> ▪ Location of adjacent streets and intersections and approximate location of structures on abutting properties. NA
<input type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> ▪ Proposed site access and circulation. NA
<input type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> ▪ Proposed grading and contours. NA
<input type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> ▪ Location and dimension of existing and proposed paved areas including all parking areas and vehicle, bicycle and pedestrian access ways. Proposed curb lines must be shown. NA
<input type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> ▪ Proposed loading and servicing areas, including applicable turning templates for delivery vehicles NA
<input type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> ▪ Proposed snow storage areas or snow removal plan. NA
<input type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> ▪ Proposed trash and recycling facilities. NA
<input type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> ▪ Landscape plan including existing vegetation to be preserved, proposed site landscaping and street trees. NA
<input type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> ▪ Existing and proposed utilities. NA
<input type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> ▪ Location and details of proposed infrastructure improvements (e.g. - curb and sidewalk improvements, roadway intersection modifications, utility connections, public transit infrastructure, roadway improvements). NA
<input type="checkbox"/>	<input type="checkbox"/>		<ul style="list-style-type: none"> ▪ Proposed septic system, if not connecting to municipal sewer. (Portland Waste Water Application included in this application) NA

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<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> ▪ <i>Proposed finish floor elevation (FFE).</i>
<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> ▪ <i>Exterior building elevation(s) (showing all 4 sides).</i>
<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> ▪ <i>Proposed stormwater management and erosion controls.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> ▪ <i>Exterior lighting plan, including street lighting improvements..</i>
<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> ▪ <i>Proposed signage.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> ▪ <i>Identification of existing significant natural features located on the site (including wetlands, ponds, watercourses, floodplains, significant wildlife habitats and fisheries or other important natural features listed in Section 14-526 (b)1. of the Land Use Code). Wetlands must be delineated.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> ▪ <i>Proposed alterations to and protection measures for of existing significant natural features located on the site (including wetlands, ponds, watercourses, floodplains, significant wildlife habitats and fisheries or other important natural features listed in Section 14-526 (b)1. of the Land Use Code).</i>
<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> ▪ <i>Total area and limits of proposed land disturbance.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> ▪ <i>Soil type and location of test pits and borings.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> ▪ <i>Details of proposed pier rehabilitation (Shoreland areas only).</i>
<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> ▪ <i>Existing and proposed easements or public or private rights of way.</i>

APPLICATION SUBMISSION

As of December 1, 2010, all site plans and written application materials must be uploaded to a website for review. At the time of application, instructions for uploading the plans will be provided to the applicant. One paper set of the plans, written materials and application fee must be submitted to the Planning Division Office to start the review process.

Until December 1, 2010, Submissions shall include seven (7) packets with folded plans containing the following materials:


1. **Seven (7) full size site plans** that must be **folded**.
2. Seven (7) copies of all written materials as follows, unless otherwise noted:
 - a. Application form that is completed and signed.
 - b. Cover letter stating the nature of the project.
 - c. All Written Submittals (Sec. 14-525 2. (c), including evidence of right, title and interest.
5. A stamped standard boundary survey prepared by a registered land surveyor at a scale not less than one inch to 100 feet.
6. Plans and maps based upon the boundary survey and containing the information found in the attached sample plan checklist.
7. Copy of the checklist completed for the proposal listing the material contained in the submitted application.
8. One (1) set of plans reduced to 11 x 17.

Refer to the application checklist for a detailed list of submittal requirements.

Portland's development review process and requirements are outlined in the Land Use Code (Chapter 14), which includes the Subdivision Ordinance (Section 14-491) and the Site Plan Ordinance (Section 14-521). Portland's Land Use Code is on the City's web site: www.portlandmaine.gov Copies of the ordinances may be purchased through the Planning Division.

I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the Planning Authority and Code Enforcement's authorized representative shall have the authority to enter all areas covered by this permit at any reasonable hour to enforce the provisions of the codes applicable to this permit.

This application is for a Level III Site Plan review. It is not a permit to begin construction. An approved site plan, a Performance Guarantee, Inspection Fee, Building Permit, and associated fees will be required prior to construction. Other Federal, State or local permits may be required prior to construction, which are the responsibility of the applicant to obtain.

Signature of Applicant: 	Date: 10/2/11
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APPLICATION FEES:

Check all reviews that apply. (Payment may be made by Cash or Check payable to the City of Portland.)

<p>Level III Development (check applicable reviews)</p> <p><input checked="" type="checkbox"/> Less than 50,000 sq. ft. (\$500.00) <input type="checkbox"/> 50,000 - 100,000 sq. ft. (\$1,000) <input type="checkbox"/> 100,000 - 200,000 sq. ft. (\$2,000) <input type="checkbox"/> 200,000 - 300,000 sq. ft. (\$3,000) <input type="checkbox"/> over 300,000 sq. ft. (\$5,000) <input type="checkbox"/> Parking lots over 100 spaces (\$1,000) <input type="checkbox"/> After-the-fact Review (\$1,000.00 plus applicable application fee)</p> <p>-----</p> <p>The City invoices separately for the following:</p> <ul style="list-style-type: none"> - Notices (\$.75 each) - Legal Ad (% of total Ad) - Planning Review (\$40.00 hour) - Legal Review (\$75.00 hour) <p>Third party review is assessed separately.</p>	<p>Fees Paid (office use)</p> <p>_____ _____ _____ _____ _____ _____ _____</p>	<p>Other Reviews (check applicable reviews)</p> <p>____ Traffic Movement (\$1,000) ____ Stormwater Quality (\$250) <input checked="" type="checkbox"/> Subdivisions (\$500 + \$25/lot) # of Lots <u>8</u> x \$25/lot = <u>\$200</u> ____ Site Location (\$3,000, except for residential projects which shall be \$200/lot) # of Lots ____ x \$200/lot = _____</p> <p>____ Other _____</p> <p>____ Change of Use ____ Flood Plain ____ Shoreland ____ Design Review ____ Housing Replacement ____ Historic Preservation</p>	<p>Fees Paid (office use)</p> <p>_____ _____ _____ _____</p>
<p>Plan Amendments (check applicable reviews)</p> <p>____ Planning Staff Review (\$250) ____ Planning Board Review (\$500)</p>	<p>Fees Paid (office use)</p> <p>_____ _____</p>		

October 4, 2011

Dear Neighbor:

Please join us for a neighborhood meeting to discuss our plans for the conversion of the 4th floor to eight residential units located at 531-537 Congress Street.

Meeting Location: 533 Congress Street, 1st Floor

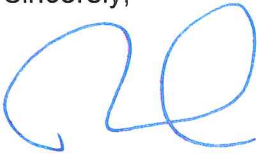
Meeting Date: Thursday - October 13, 2011

Meeting Time: 6:00 pm

The City code requires that property owners within 500 feet of the proposed development and residents on an "interested parties list", be invited to participate in a neighborhood meeting. A sign-in sheet will be circulated and minutes of the meeting will be taken. Both the sign-in sheet and minutes will be submitted to the Planning Board.

If you have any questions, please call: Peter Skapinsky, (207) 871-1080.

Sincerely,



David Lloyd

Note:

Under Section 14-32(C) and 14-525 of the City Code of Ordinances, an applicant for a Level III development, subdivision of over five lots/units, or zone change is required to hold a neighborhood meeting within three weeks of submitting a preliminary application or two weeks of submitting a final site plan application, if a preliminary plans was not submit. The neighborhood meeting must be held at least seven days prior to the Planning Board public hearing on the proposal. Should you wish to offer additional comments on this proposed development, you may contact the Planning Division at 874-8721 or send written correspondence to the Planning and Urban Development Department, Planning Division 4th Floor, 389 Congress Street Portland, ME 04101 or by email: to bab@portlandmaine.gov

A R C H E T Y P E

October 13, 2011

Dear Neighbor:

Please join us for a neighborhood meeting to discuss our plans for the conversion of the 4th floor to eight residential units located at 531-537 Congress Street.

Meeting Location: 533 Congress Street, 1st Floor

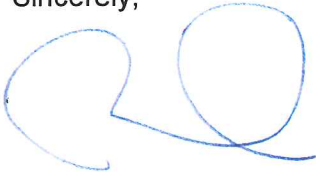
Meeting Date: Wednesday - October 26, 2011

Meeting Time: 6:00 pm

The City code requires that property owners within 500 feet of the proposed development and residents on an "interested parties list", be invited to participate in a neighborhood meeting. A sign-in sheet will be circulated and minutes of the meeting will be taken. Both the sign-in sheet and minutes will be submitted to the Planning Board.

If you have any questions, please call: Peter Skapinsky, (207) 871-1080.

Sincerely,



David Lloyd

Note:

Under Section 14-32(C) and 14-525 of the City Code of Ordinances, an applicant for a Level III development, subdivision of over five lots/units, or zone change is required to hold a neighborhood meeting within three weeks of submitting a preliminary application or two weeks of submitting a final site plan application, if a preliminary plans was not submit. The neighborhood meeting must be held at least seven days prior to the Planning Board public hearing on the proposal. Should you wish to offer additional comments on this proposed development, you may contact the Planning Division at 874-8721 or send written correspondence to the Planning and Urban Development Department, Planning Division 4th Floor, 389 Congress Street Portland, ME 04101 or by email: to bab@portlandmaine.gov



Bank of America

Bank of America, N.A.
P.O. Box 25118
Tampa, FL 33622-5118

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Page 1 of 3
Statement Period
08/01/11 through 08/31/11
EO P PA OA 23
Enclosures 0
Account Number 4580 0113 2529

MS 09/08 0 0134 298 086 014459 #001 AT 0.365

HEGA REALTY, LLC
C/O DIRIGO MANAGEMENT
1 CITY CTR STOP 4
PORTLAND ME 04101-4009

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Or you may write to:
Bank of America, N.A.
P.O. Box 25118
Tampa, FL 33622-5118

Deposit Accounts

Select Bus Int Max - Northeast Business Interest Maximizer

HEGA REALTY, LLC

Your Account at a Glance

Account Number	4580 0113 2529	Statement Beginning Balance	\$273,019.73
Statement Period	08/01/11 through 08/31/11	Amount of Deposits/Credits	\$71.06
Number of Deposits/Credits	1	Amount of Withdrawals/Debits	\$0.00
Number of Withdrawals/Debits	0	Statement Ending Balance	\$273,090.79
Number of Days in Cycle	31	Average Collected Balance	\$273,022.02
		Average Ledger Balance	\$273,022.02
		Service Charge	\$0.00

Interest Information

Amount of Interest Paid	\$71.06	Interest Paid Year-to-Date	\$911.80
Annual Percentage Yield Earned this Statement Period	0.31%	Withholding Year-to-Date	\$0.00



Bank of America

Bank of America, N.A.
P.O. Box 25118
Tampa, FL 33622-5118

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Page 1 of 4
Statement Period
08/01/11 through 08/31/11
EO P PA OA 49
Enclosures 0
Account Number 4580 0113 4925



BD 09/09 0 0134 283 142 000459 #@01 AV 0.340

HEGA REALTY, LLC
C/O DIRIGO MANAGEMENT
1 CITY CTR STOP 4
PORTLAND ME 04101-4009

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1.888.BUSINESS (1.888.287.4637)

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 Bank of America, N.A.
P.O. Box 25118
Tampa, FL 33622-5118

Deposit Accounts

Business Advantage Checking

HEGA REALTY, LLC

Your Account at a Glance

Account Number	4580 0113 4925	Statement Beginning Balance	\$110,901.63
Statement Period	08/01/11 through 08/31/11	Amount of Deposits/Credits	\$112,157.19
Number of Deposits/Credits	14	Amount of Withdrawals/Debits	\$43,663.92
Number of Withdrawals/Debits	34	Statement Ending Balance	\$179,394.90
Number of Deposited Items	46	Average Ledger Balance	\$174,917.16
Number of Days in Cycle	31	Service Charge	\$0.00

Help avoid occasional Overdraft & NSF: Returned Item fees. Set up Alerts to get messages by email or text when your balance is low. Use Overdraft Protection to transfer available funds from linked savings, credit card, or credit line to your checking account to help cover items that would overdraw your account. Call us for details.

Memorandum
Department of Planning and Urban Development
Planning Division



To: Phil DiPierro- Development Review Coordinator
Assessor's Office
Capt. Chris Pirone- Fire Department
Matt Doughty- Public Services-
Marge Schmuckal- Zoning Administrator
Bill Clark- Public Services- Site Plans and CD

From: Shukria Wiar, Planner

Date: February 16, 2012

RE: Final Site Plans and Subdivision Plat for 531-537 Congress Street

The attached are the final site plans for 531-537 Congress Street, which was approved by the Planning Authority on November 22, 2011 as Level III Site Plan and Subdivision application.

If you have any questions, please contact me.

Thanks.



PLANNING BOARD REPORT PORTLAND, MAINE

CONVERSION OF 4TH FLOOR INTO APARTMENTS
531-537 Congress Street
Subdivision Plan and Level III Site Plan
Project ID #2011-354
HEGA Realty Trust, Applicant

Submitted to: Portland Planning Board Public Hearing Date: November 22, 2011 Planning Board Report: # 22-11	Prepared by: Shukria Wiar, Planner Date: November 18, 2011
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I. INTRODUCTION

HEGA Realty Trust is requesting a public hearing for approval of a Level III Site Plan and Subdivision application at 531-537 Congress Street (corner of Congress and Casco Streets). The applicant is proposing eight (8) residential condominiums on the fourth floor of building with the intent to lease the units. They are proposing to convert office space into seven (7) one-bedroom units and one (1) two-bedroom units. The proposed reconfiguration of the units will occur within the existing historic structure. There are no proposed changes to the building exterior. The parcel is located in the B-3 Downtown Business Zone and the Congress Street Historic District.

One Hundred and sixty (160) notices were sent to area residents. A notice also appeared in the November 14th and November 15th editions of the *Portland Press Herald*.

II. PROJECT SUMMARY

Existing Zoning:	B-3 Downtown Business Zone and Overlay of Congress Street Historic District
Proposed Use:	Residential Condominiums
Parcel Size:	21, 178 sq ft
Total Disturbed Area:	None- all interior improvements
Building Area:	There are no plans to change the total building area
Total Building Area:	100, 580 sq ft
Project Total:	15, 195 sq ft
Residential Data:	
Existing Residential Units:	Ten (10) Condominiums on the fifth floor
Proposed Residential Units:	Eight (8) Condominiums
Number of Units to be Demolished:	None
Parking Spaces:	
Existing:	Nineteen (19) parking spaces plus eight (8) garages (approved in 2005 and amended in 2007)
Proposed:	None needed per zoning
Bicycle Parking Spaces:	
Existing:	Fifteen (15) existing parking spaces plus floor space for needed overflow
Proposed:	None

Estimated Cost of Project: \$540, 000
Uses in Vicinity: The site will provide compact in-city living for renters, which is near services, such as businesses, institutions, employers and public transportation

III. PROJECT DESCRIPTION

The 100,580 square foot, 5 ½ level Building at 531 Congress Street is currently occupied by retail stores at the street level, and office spaces and residential condominiums units in the upper levels. The applicant is proposing to convert the fourth floor into eight (8) residential condominiums.

The proposed residential units range in size from 692 to 1, 085 square feet in area. The condominiums will consist of seven (7) one-bedroom and one (1) two-bedroom units. The units are accessed by the building’s existing elevators and stair wells. A common central corridor leads to unit entries. There will be no exterior modifications to the building

The property is located in the B-3 Downtown Business zone and within the Congress Street Historic Overlay district. The zone allows residential dwelling units. There are no residential density requirements in the B-3 zone and the project is exempt from parking requirements under the change of use provisions for an historic structure. Therefore the applicant does not need to provide any dedicated parking for the project under the zoning ordinance as a change of use in the B3 Downtown Business Zone or in the Historic District. However, existing nineteen (19) parking spaces are being provided in the rear of the building adjacent to Tolman Place for the existing and proposed residential units.

The applicant had stated in the original application that the proposed residential units were to be apartments. Recently the applicant indicated that they would like to have the residential units as condominiums and lease them out instead of selling the units. Due to this change, the Planning Division and Corporate Council recommend that a condition of approval is for the proposed condominium documents to be submitted for review by the Planning Authority and Associate Corporation Counsel. In addition, the staff is recommending a condition of approval that the applicant must include a statement in the leases that states the potential tenants are leasing condominium units. Potential conditions of approval:

Condominium documents, including the Declaration and other associated materials, shall be submitted for review and approval by Corporation Counsel and the Planning Authority prior to the issuance of a certificate of occupancy.

A statement shall be included in each lease for the eight (8) residential units that the potential tenant is leasing an approved condominium unit. This note shall also be documented on the subdivision plat.

IV. PUBLIC COMMENT

The applicant held a required neighborhood meeting on November 10, 2011 and has provided required documentation (Attachment A.7).

As of the writing of this report no written public comment has been received.

V. RIGHT, TITLE AND INTEREST AND FINANCIAL/TECHNICAL CAPACITY

a. The owner of the property is HEGA Realty Trust. The applicant has provided a copy of quitclaim deed, which demonstrates their right, title and interest in the property.

b. The estimated cost of the development is \$540,000. The applicant has submitted letters from Camden National Bank, dated 11.14.2011 and Phillip J. Kubiak, Managing Partner, dated 11.15.2011 (Attachment

A.6) as demonstration of their financial and technical capacity to complete the proposed development.

VI. ZONING ASSESSMENT

A. ZONING REVIEW

Marge Schmuckal, Zoning Administrator, has reviewed the project and all zoning requirements of the B-3 zone are being met at this time. Please see Attachment 2 for the complete review comments

VII. DEVELOPMENT REVIEW

A. SITE PLAN SUBMISSION REQUIREMENTS (Section 14-527)

All requirements have been met.

B. SITE PLAN STANDARDS (Section 14-526)

The proposed development has been reviewed by staff for conformance with the relevant review standards of Portland's site plan ordinance and applicable regulations. Staff comments are listed below.

1. Transportation Standards

- a. Impact on Surrounding Street Systems
- b. Access and Circulation
- c. Public Transit Access
- d. Parking
- e. Transportation Demand Management (TDM)

STAFF COMMENT: The proposed project is not anticipated to have any significant adverse effect on regional traffic. The site offers space for vehicular loading and unloading at the rear of the building. Metered on-street parking is also available near the project's front entry. Residents of the proposed project will access the JB Brown building from Congress Street. Access between the provided on-site parking area and Congress Street is via Tolman Place, a private alleyway. Nineteen (19) existing parking spaces are being provided for the proposed project to the rear of the building adjacent to Tolman Place. The project is not required to provide any dedicated parking for the project under the zoning ordinance as a change of use in the B3 Downtown Business Zone and as an historic structure in the Historic District. Tom Ericco, Consultant Traffic Engineer, has reviewed the proposed project and the following comments:

I have reviewed the project submittal and based upon prior approvals for the site and that the project entails a minor change of use conversion, it is my professional opinion that the project will not have a negative impact on traffic conditions in the project area.

2. Environmental Quality Standards

- a. Preservation of Significant Natural Features
- b. Landscaping and Landscape Preservation
- c. Water Quality, Storm Water Management and Erosion Control

STAFF COMMENT: Under the standards of the subdivision ordinance, all subdivisions are required to provide one (1) street tree per lot or unit. The subject application is for eight (8) units and must therefore contribute eight (8) street trees. The applicant has requested a waiver of these street trees in order to contribute to the City's tree fund. Where as the subject site is located in a fully developed urban environment, the City Arborist supports the waiver and that the developer

shall contribute a fee of \$200 per tree required into a street tree fund for a total of \$1,600 for use by the City Arborist in the installation and maintenance of urban street trees in the vicinity of the site.

There is currently an existing dumpster on site that is not screened. As a condition of approval, this dumpster will need to be screened either by a stockade fence or landscaping. Since the property is in a historic district, this may need to be reviewed by Historic Preservation staff. A potential condition of approval:

The existing dumpster shall be screened from the public view. The dumpster shall be shown on the final site as plan as well as typical of the screen. The information shall be submitted to the Planning Division for review and approval prior to the issuance of a building permit.

In its present condition, the site is fully impervious. Existing drainage flows and catchments systems appear to be functioning effectively. No improvement to the existing infrastructure is being proposed.

3. Public Infrastructure and Community Safety Standards
 - a. Consistency with Master Plans
 - b. Public Safety and Fire Prevention
 - c. Availability and Adequate Capacity of Public Utilities

STAFF COMMENT: Captain Chris Pirone of the Fire Department has reviewed the project and has stated the following:

Fire has no issues in the site-plan process as changes to access to the site have not been proposed. Currently, Fire has access to three sides of a building using Congress Street, Casco Street and Tolman Place.

The applicant has submitted a letter from the Engineering Division of Public Works verifying adequate sewer capacity to serve the project. The applicant has also presented a letter of adequate water capacity from the Portland Water District ([Attachment A.6](#)). The Department of Public Services did evaluate the site and found the sidewalks along the property boundaries to be in good condition, so no public improvements within the right-of-ways are required.

David Margolis-Pineo, Deputy City Engineer, reviewed the plans and had requested that prior to the issuance of a building permit, all surveyed property corners shall have survey pins set. Since there is no site work on the property, the Planning Division recommends that the survey pins be set prior to the certificate of occupancy. A potential condition of approval:

Prior to the certificate of occupancy, all surveyed property corners shall have survey pins set.

4. Site Design Standards
 - a. Massing, Ventilation and Wind Impact
 - b. Shadows
 - c. Snow and Ice Loading
 - d. View Corridors
 - e. Historic Resources
 - f. Exterior Lighting
 - g. Noise and Vibration
 - h. Signage and Wayfinding

i. Zoning Related Design Standards

STAFF COMMENT: The building is an existing structure and no exterior modifications are proposed.

B. SUBDIVISION (Section 14-497)

The proposed development has been reviewed by staff for conformance with the relevant review standards of Portland's Subdivision Ordinance and applicable regulations. Staff comments are listed below.

1. Will Not Result in Undue Water and Air Pollution (Section 14-497 (a) D), and Will Not Result in Undue Soil Erosion (Section 14-497 (a) 4)

Staff finds the proposed project in conformance with this standard.

2. Sufficient Water Available (Section 14-497 (a) 2 and 3)

The applicant has presented a capacity letter from the Portland Water District (Attachment A.6) and there is adequate capacity.

3. Will Not Cause Unreasonable Traffic Congestion (Section 14-497 (a) 5)

Please see paragraph VII (B) 1 above.

4. Will Provide for Adequate Sanitary Sewer and Stormwater Disposal (Section 14-497 (a) 6), and Will Not Cause an Unreasonable Burden on Municipal Solid Waste and Sewage (Section 14-497 (a) 7)

Please see paragraph VII (B) 3 above.

5. Scenic Beauty, Natural, Historic, Habitat and other Resources (Section 14-497 (a) 8)

The proposed project will not have an adverse effect on the scenic or natural beauty of the area.

6. Comprehensive Plan (Section 14-497 (a) 9)

The following statement is housing policy that is relevant to this proposal. The first policy of Housing: Sustaining Portland's Future is to ensure an adequate and diverse supply of housing for all. Objectives under that policy include the following:

- Ensure the construction of a diverse mix of housing types that offers a continuum of options across all income levels, which are both renter and owner-occupied. The list of potential housing options under this objective include:
 - ii. Housing units for decreasing household sizes, such as young professionals, empty nesters, single parent households and senior citizens.
 - v. Higher density housing, such as row houses, small lots, reuse of non-residential buildings, and mixed use buildings.
 - vii. Housing development that encourages community, such as co-op housing.
- Encourage higher density housing for both rental and home ownership opportunities, particularly located near services, such as schools, businesses, institutions, employers and public transportation.

- Evaluate and update current zoning, as needed, to encourage higher density multi-family developments and mixed use projects that incorporate housing, particularly along major public transportation routes, near services areas, and in redevelopment or infill areas, where appropriate.
- Encourage housing within and adjacent to the downtown. Evaluate and update current zoning and building codes, as needed, to facilitate new housing and redevelopment opportunities....

7. Financial Capability (Section 14-497 (a) 10)

The estimated cost of the development is \$540,000. The applicant has submitted letters from Camden National Bank, dated 11.14.2011 and Phillip J. Kubiak, Managing Partner, dated 11.15.2011 (Attachment A.5) as demonstration of their financial and technical capacity to complete the proposed development.

VIII. STAFF RECOMMENDATION

Subject to the proposed motions and conditions of approval listed below, Planning Division staff recommends that the Planning Board approve the proposed condominiums development.

IX. PROPOSED MOTIONS

A. WAIVERS

On the basis of the application, plans, reports and other information submitted by the applicant, findings and recommendations, contained in the Planning Board Report #22-11 for application 2011-354 relevant to Portland's Technical and Design Standards and other regulations, and the testimony presented at the Planning Board hearing:

1. The Planning Board (waives/does not waive) Section 14-526 (b) (2) (b) (iii) Street Trees, where the applicant shall contribute \$1, 600 to the City of Portland Tree Fund for the cost of required street trees. (5-0)

2. Requirement of the screening of the dumpsters Section 14-526 (c)(f)?

B. DEVELOPMENT REVIEW

On the basis of the application, plans, reports and other information submitted by the applicant, findings and recommendations contained in the Planning Board Report #22-11 for application 2011-354 relevant to the Site Plan, Subdivision and other regulations, and the testimony presented at the Planning Board hearing, the Planning Board finds the following:

1. Condominium documents, including the Declaration and other associated materials, shall be submitted for review and approval by Corporation Counsel and the Planning Authority prior to the issuance of a certificate of occupancy.
2. A statement shall be included in each lease for the eight (8) residential units that the potential tenant is leasing an approved condominium unit. This note shall also be documented on the subdivision plat.
3. ~~The existing dumpster shall be screened from the public view. The dumpster shall be shown on the final site plan as well as a detail of the proposed screen. The information shall be submitted to for review and approval by the Planning Authority prior to the issuance of a building permit.~~
4. ~~Prior to the certificate of occupancy, all surveyed property corners shall have survey pins set.~~ Deleted (5-0)

(5-0)

2. The requirement of to screen from the public view, Section (5-0)

Attachments:

Planning Board Report Attachments

1. Tom Errico's Memorandum, dated 11.14.2011
2. Marge Schmuckal Memorandum, dated 11.15.2011
3. David Margolis-Pineo Memorandum, dated 11.10.2011
4. Captain Chris Pirone Memorandum, dated 11.10.2011

A - Applicant's Submittal

- A.1 Cover Letter, dated 10.12.2011
- A.2 Application
- A.3 Evidence of Right, Title, and Interest
- A.4 Dirigo Management Company letter re: Parking, dated 10.06.2011
- A.5 Financial Capacity Letters, dated 11.14.2011 and 11.15.2011
- A.6 Water and Sewer Capacity Letters, dated 10.05.2011 and 10.06.2011
- A-7 Neighborhood Meeting material
- A-8 Photos of the Property

B - Site Plans

- B.1 Boundary Survey
- B.2 Subdivision Plat Plan
- B.3 Fourth Floor Plan

Shukria Wiar - 531 Congress Street

From: Tom Errico <thomas.errico@tylin.com>
To: Shukria Wiar <SHUKRIAW@portlandmaine.gov>
Date: 11/14/2011 8:43 AM
Subject: 531 Congress Street
CC: Katherine Earley <KAS@portlandmaine.gov>, David Margolis-Pineo <DMP@port...>

Shukria – I have reviewed the project submittal and based upon prior approvals for the site and that the project entails a minor change of use conversion, it is my professional opinion that the project will not have a negative impact on traffic conditions in the project area. If you have any questions, or comments, please contact me.

Best regards,

Thomas A. Errico, PE
Senior Associate
Traffic Engineering Director

TYLIN INTERNATIONAL
12 Northbrook Drive
Falmouth, ME 04105
207.347.4354 direct
207.400.0719 mobile
207.781.4753 fax
thomas.errico@tylin.com
Visit us online at www.tylin.com

"One Vision, One Company"
Please consider the environment before printing.

Shukria Wiar - 531-537 Congress Street

From: Marge Schmuckal
To: Shukria Wiar
Date: 11/15/2011 11:01 AM
Subject: 531-537 Congress Street

Shukria,

The One Solution program is not at a point to accept my comments yet (grey mode). So I am attaching them here.

531-537 Congress Street - 037-C-14
#2011-354 - B-3 Zone
11/15/2011

Currently this building has a first floor consisting of retail and restaurant uses. The 2nd, 3rd, & 4th floors are offices. The 5th and 6th floor were approved under permit #2005-1670 for 10 residential condominiums.

It is my understanding that the owners now want to change the 4th floor use from offices to eight (8) residential dwelling units. The application does not indicate that these units are intended to be condominiums. I would like to know if they are intended to be condominiums.

The property is located in the B-3 zone which allows residential dwelling units. There is also a Historic Overlay zone on the property. There are no residential density requirements in the B-3 zone. The B-3 zone is exempt at showing parking for any changes of use.

All zoning requirements of the B-3 zone are being met at this time. Separate permits are required through Inspection Services prior to construction. If there are any new HVAC units, it should be noted that the applicant must provide information showing the amount of dBAs emitted by any new HVAC units with their permit applications.

Marge Schmuckal
Zoning Administrator

Shukria Wiar - Re: 531 Congress Street

From: David Margolis-Pineo (David Margolis-Pineo)
To: Shukria Wiar
Date: 11/10/2011 12:54 PM
Subject: Re: 531 Congress Street
CC: Barbara Barhydt

November 10, 2011

TO: Barbara Barhydt
FROM: David Margolis-Pineo
Dept. of Public Services
RE: Review Comments: 531- 537 Congress Street

The Department of Public Services has the following comments:

1. Before a building permit is issued, all surveyed property corners shall have survey pins set.

We have no further comments.

>>> Shukria Wiar 11/10/2011 9:50 AM >>>

Hello:

Could I have your written commends asap (today!). The project is going to Planning Board on November 22nd, therefore the report has to be out next week.

Thanks.

Shukria

From: Chris Pirone
To: Wiar, Shukria
Date: 11/10/2011 1:58 PM
Subject: Re: 531 Congress Street

Fire Comments:

Fire has no issues in the site-plan process as changes to access to the site has not been proposed. Currently, Fire has access to three sides of a building using Congress, Casco Streets and Tolman Place.

Captain Chris Pirone
Portland Fire Department
Fire Prevention Bureau
380 Congress Street
Portland, ME 04101
(t) 207.874.8405
(f) 207.874.8410

>>> Shukria Wiar 11/10/11 9:50 AM >>>
Hello:

Could I have your written commends asap (today!). The project is going to Planning Board on November 22nd, therefore the report has to be out next week.

Thanks.

Shukria

From: Chris Pirone
To: Wiar, Shukria
Date: 11/10/2011 1:58 PM
Subject: Re: 531 Congress Street

Fire Comments:

Fire has no issues in the site-plan process as changes to access to the site has not been proposed. Currently, Fire has access to three sides of a building using Congress, Casco Streets and Tolman Place.

Captain Chris Pirone
Portland Fire Department
Fire Prevention Bureau
380 Congress Street
Portland, ME 04101
(t) 207.874.8405
(f) 207.874.8410

>>> Shukria Wiar 11/10/11 9:50 AM >>>
Hello:

Could I have your written commends asap (today!). The project is going to Planning Board on November 22nd, therefore the report has to be out next week.

Thanks.

Shukria

A R C H I T E C T Y P E

October 12, 2011

Barbara Barhydt
Development Review Services Manager
Planning Division
389 Congress Street, 4th Floor
Portland, ME 04101

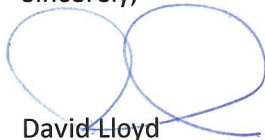
Dear Barbara,

We are pleased to submit required documentation for the conversion of 15,195 square feet of office space to seven one-bedroom apartments and one two-bedroom apartment for your review and approval. The apartments will be located on the fourth floor of 531-537 Congress Street. The building is presently a mixed use building with the fifth floor presently residential, floor two through four offices and the street level commercial.

All work is interior only with no exterior modifications. All existing windows are replacement aluminum. These windows will remain if functional or be replaced in kind if not in working operation.

Please call with any concerns.

Sincerely,

A handwritten signature in blue ink, appearing to read "David Lloyd", written over a faint, circular stamp or watermark.

David Lloyd
Architect

PROJECT NAME: 531-537 Congress Street

PROPOSED DEVELOPMENT ADDRESS:

531-537 Congress Street

PROJECT DESCRIPTION:

Eight new residential units on 4th floor.

CHART/BLOCK/LOT: 037-C-14

PRELIMINARY PLAN _____ (date)

FINAL PLAN 10/12/11 (date)

CONTACT INFORMATION:

<p>Applicant – must be owner, Lessee or Buyer</p> <p>Name: Peter Skapinsky</p> <p>Business Name, if applicable: HEGA Realty Trust</p> <p>Address: One City Center, 4th Fl.</p> <p>City/State: Portland Zip Code: 04101</p>	<p>Applicant Contact Information</p> <p>Work # (207) 871-1080</p> <p>Home#</p> <p>Cell # Fax#</p> <p>e-mail: peter@dirigomgmt.com</p>
<p>Owner – (if different from Applicant)</p> <p>Name:</p> <p>Address:</p> <p>City/State: Zip Code:</p>	<p>Owner Contact Information</p> <p>Work #</p> <p>Home#</p> <p>Cell # Fax#</p> <p>e-mail:</p>
<p>Agent/ Representative</p> <p>Name: David Lloyd, Archetype</p> <p>Address: 48 Union Wharf</p> <p>City/State: Portland, ME Zip Code: 04101</p>	<p>Agent/Representative Contact information</p> <p>Work # (207) 772-6022</p> <p>Cell # (207) 831-8627</p> <p>e-mail: lloyd@archetypepepa.com</p>
<p>Billing Information</p> <p>Name: Peter Skapinsky, HEGA Realty</p> <p>Address: One City Center, 4th Fl.</p> <p>City/State: Portland, ME Zip Code: 04101</p>	<p>Billing Information</p> <p>Work # (207) 871-1080</p> <p>Cell # Fax#</p> <p>e-mail: peter@dirigomgmt.com</p>

Engineer Name: Address: City/State : Zip Code:	Engineer Contact Information Work # Cell # Fax# e-mail:
Surveyor Name: Owen Haskell Address: 390 US Route 1 # 10 City/State : Falmouth, ME Zip Code: 04105	Surveyor Contact Information Work # (207) 774-0424 Cell # Fax# e-mail:
Architect Name: Archetype, David Lloyd Address: 48 Union Wharf Portland, Me 04101 City/State : Zip Code:	Architect Contact Information Work # (207) 772-6022 Cell # (207) 831-8627Fax# e-mail: lloyd@archetypepa.com
Attorney Name: Tom Hanson, Bernstein Shur Address: 100 Middle St. City/State : Portland, ME Zip Code: 04101	Attorney Contact Information Work # (207) 774-1200 Cell # Fax# (207) 774-1127 e-mail: thanson@bernsteinshur.com

APPLICATION FEES:

Check all reviews that apply. (Payment may be made by Cash or Check payable to the City of Portland.)

Level III Development (check applicable reviews)	Fees Paid (office use)	Other Reviews (check applicable reviews)	Fees Paid (office use)
<input checked="" type="checkbox"/> Less than 50,000 sq. ft. (\$500.00) <input type="checkbox"/> 50,000 - 100,000 sq. ft. (\$1,000) <input type="checkbox"/> 100,000 - 200,000 sq. ft. (\$2,000) <input type="checkbox"/> 200,000 - 300,000 sq. ft. (\$3,000) <input type="checkbox"/> over 300,000 sq. ft. (\$5,000) <input type="checkbox"/> Parking lots over 100 spaces (\$1,000) <input type="checkbox"/> After-the-fact Review (\$1,000.00 plus applicable application fee)	_____ _____ _____ _____ _____ _____ _____	<input type="checkbox"/> Traffic Movement (\$1,000) <input type="checkbox"/> Stormwater Quality (\$250) <input checked="" type="checkbox"/> Subdivisions (\$500 + \$25/lot) # of Lots <u>8</u> x \$25/lot = <u>\$200</u> <input type="checkbox"/> Site Location (\$3,000, except for residential projects which shall be \$200/lot) # of Lots ___ x \$200/lot = _____	_____ _____ _____ _____
----- The City invoices separately for the following: - Notices (\$.75 each) - Legal Ad (% of total Ad) - Planning Review (\$40.00 hour) - Legal Review (\$75.00 hour) Third party review is assessed separately.		<input type="checkbox"/> Other _____ <input type="checkbox"/> Change of Use <input type="checkbox"/> Flood Plain <input type="checkbox"/> Shoreland <input type="checkbox"/> Design Review <input type="checkbox"/> Housing Replacement <input type="checkbox"/> Historic Preservation	
Plan Amendments (check applicable reviews) <input type="checkbox"/> Planning Staff Review (\$250) <input type="checkbox"/> Planning Board Review (\$500)	Fees Paid (office use) _____ _____		

APPLICATION SUBMISSION

As of December 1, 2010, all site plans and written application materials must be uploaded to a website for review. At the time of application, instructions for uploading the plans will be provided to the applicant. One paper set of the plans, written materials and application fee must be submitted to the Planning Division Office to start the review process.

Until December 1, 2010, Submissions shall include seven (7) packets with folded plans containing the following materials:

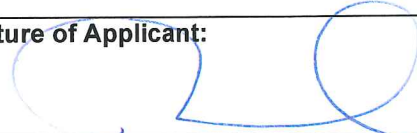
1. **Seven (7) full size site plans** that must be **folded**.
2. Seven (7) copies of all written materials as follows, unless otherwise noted:
 - a. Application form that is completed and signed.
 - b. Cover letter stating the nature of the project.
 - c. All Written Submittals (Sec. 14-525 2. (c), including evidence of right, title and interest.
5. A stamped standard boundary survey prepared by a registered land surveyor at a scale not less than one inch to 100 feet.
6. Plans and maps based upon the boundary survey and containing the information found in the attached sample plan checklist.
7. Copy of the checklist completed for the proposal listing the material contained in the submitted application.
8. One (1) set of plans reduced to 11 x 17.

Refer to the application checklist for a detailed list of submittal requirements.

Portland's development review process and requirements are outlined in the Land Use Code (Chapter 14), which includes the Subdivision Ordinance (Section 14-491) and the Site Plan Ordinance (Section 14-521). Portland's Land Use Code is on the City's web site: www.portlandmaine.gov Copies of the ordinances may be purchased through the Planning Division.

I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the Planning Authority and Code Enforcement's authorized representative shall have the authority to enter all areas covered by this permit at any reasonable hour to enforce the provisions of the codes applicable to this permit.

This application is for a Level III Site Plan review. It is not a permit to begin construction. An approved site plan, a Performance Guarantee, Inspection Fee, Building Permit, and associated fees will be required prior to construction. Other Federal, State or local permits may be required prior to construction, which are the responsibility of the applicant to obtain.

Signature of Applicant: 	Date: 10/12/11
-------------------------------------------------------------------------------------------------------------	----------------

PROJECT DATA

(The following information is required where applicable, in order complete the application)

Total Site Area	21,178
Proposed Total Disturbed Area of the Site	0 sq. ft.
<small>(If the proposed disturbance is greater than one acre, then the applicant shall apply for a Maine Construction General Permit (MCGP) with DEP and a Stormwater Management Permit, Chapter 500, with the City of Portland)</small>	
IMPERVIOUS SURFACE AREA	
• Proposed Total Paved Area	N/A sq. ft.
• Existing Total Impervious Area	N/A sq. ft.
• Proposed Total Impervious Area	N/A sq. ft.
• Proposed Total Impervious Area	N/A sq. ft.
• Proposed Impervious Net Change	0 sq. ft.
BUILDING AREA	
• Proposed Building Footprint	15,195 sq. ft.
• Proposed Building Footprint Net change	0 sq. ft.
• Existing Total Building Floor Area	100,580 sq. ft.
• Proposed Total Building Floor Area	100,580 sq. ft.
• Proposed Building Floor Area Net Change	0 sq. ft.
• New Building	No (yes or no)
ZONING	
• Existing	B3
• Proposed, if applicable	N/A
LAND USE	
• Existing	N/A
• Proposed	N/A
RESIDENTIAL, IF APPLICABLE	
• Proposed Number of Affordable Housing Units	0
• Proposed Number of Residential Units to be Demolished	10
• Existing Number of Residential Units	18
• Proposed Number of Residential Units	18
• Subdivision, Proposed Number of Lots	
PARKING SPACES	
• Existing Number of Parking Spaces	See attached letter from
• Proposed Number of Parking Spaces	Dirigo Management Company
• Number of Handicapped Parking Spaces	
• Proposed Total Parking Spaces	
BICYCLE PARKING SPACES	
• Existing Number of Bicycle Parking Spaces	
• Existing Number of Bicycle Parking Spaces	See attached letter from
• Proposed Number of Bicycle Parking Spaces	Dirigo Management Company
• Total Bicycle Parking Spaces	
ESTIMATED COST OF PROJECT	\$540,000



**DIRIGO
MANAGEMENT
COMPANY**

October 5, 2011

Barbara Barhydt
Development Review Services Manager
Planning Division
389 Congress Street 4th Floor
Portland, ME 04101

RE: HEGA Realty LLC – 531 Congress Street Application

Dear Barbara,

As part of HEGA Realty LLC's application for the residential units to be located on the 4th floor of 537 Congress Street, I have attached a recent copy of their bank statement along with their savings account statement in order to satisfy with the City's financial capability requirement.

HEGA Realty LLC owns land and buildings located in both Portland and Scarborough with no bank debt on any of them.

If you have any questions, please do not hesitate to call me.

Sincerely,

Peter S. Skapinsky, CPM



Individual Member



ONE CITY CENTER, PORTLAND, MAINE 04101-4009

TEL: (207) 871-1080 • FAX (207) 871-7189

E-MAIL: info@dirigomgmt.com

WEB SITE: www.dirigomgmt.com

Doc#: 35376 Bk:26167 Pg: 323

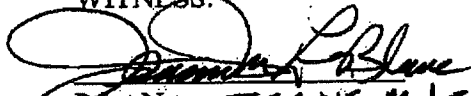
QUITCLAIM DEED

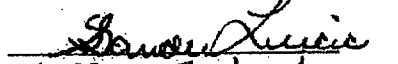
NANCY AUDESSE, JEANNE KUBIAK AND LISA RYAN, as the only trustees of the HEGA REALTY TRUST u/d/t dated August 19, 1986, as amended, with a mailing address of 218 East Road, Hampstead, New Hampshire 03841 ("Grantor") for consideration paid grant to HEGA REALTY, LLC, a Maine limited liability company, with a mailing address of 218 East Road, Hampstead, New Hampshire 03841 ("Grantee"), certain real property, together with any improvements thereon and rights appurtenant thereto, located in the City of Portland, County of Cumberland, and State of Maine, more particularly described on Exhibit A attached hereto and made a part hereof.

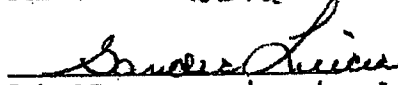
The Grantee joins in this deed for the purpose of accepting the special declarant rights and development rights as described herein.

Witness our hands as of this 30th day of June, 2008.

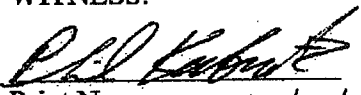
WITNESS:


Print Name: JEANNE M. LEBLANC

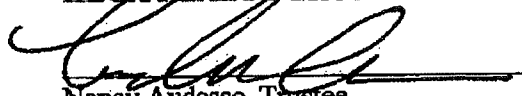

Print Name: Sandra Lucia



Print Name: Sandra Lucia

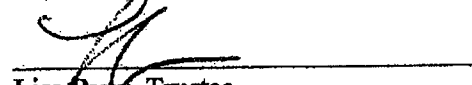
WITNESS:


Print Name: phil Kubiak

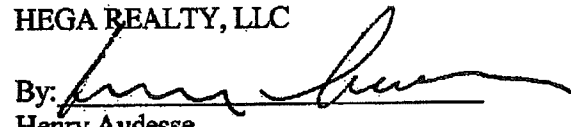
GRANTOR:
HEGA REALTY TRUST


Nancy Audesse, Trustee


Jeanne Kubiak, Trustee


Lisa Ryan, Trustee

GRANTEE:
HEGA REALTY, LLC

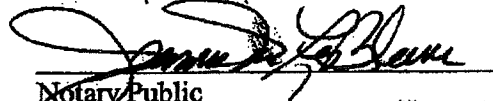
By: 
Henry Audesse
Its duly authorized Manager

State of MASSACHUSETTS
County of ESSEX, ss

June 20, 2008

PERSONALLY APPEARED before me the above-named Nancy Audesse, in her capacity as trustee of the Hega Realty Trust and acknowledged the foregoing instrument to be her free act and deed and in her said capacity and the free act and deed of said Trust.

SEAL



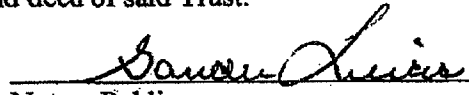
Notary Public
Print Name:
Commission Expires:

Notary Public
Commonwealth
Of
Massachusetts
Jeanne M. LeBlanc
My Commission Expires
May 3, 2013

State of N.H.
County of Rockingham ss

June 18, 2008

PERSONALLY APPEARED before me the above-named Jeanne Kubiak, in her capacity as trustee of the Hega Realty Trust and acknowledged the foregoing instrument to be her free act and deed and in her said capacity and the free act and deed of said Trust.



Notary Public
Print Name:
Commission Expires:

SEAL

SANDRA J. LUCIA
Notary Public - New Hampshire
My Commission Expires February 13, 2013

State of N.H.
County of Rockingham, ss

June 18, 2008

PERSONALLY APPEARED before me the above-named Lisa Ryan, in her capacity as trustee of the Hega Realty Trust and acknowledged the foregoing instrument to be her free act and deed and in her said capacity and the free act and deed of said Trust.



Notary Public
Print Name:
Commission Expires:

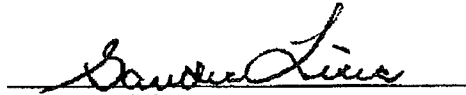
SEAL

SANDRA J. LUCIA
Notary Public - New Hampshire
My Commission Expires February 13, 2013

State of N.H.
County of Rockingham, ss

June 18, 2008

PERSONALLY APPEARED before me the above-named Henry Audesse, in his capacity as Manager of Hega Realty, LLC and acknowledged the foregoing instrument to be his free act and deed and in his said capacity and the free act and deed of said limited liability company.



Notary Public

Print Name:

Commission Expires:

 **SANDRA J. LUCIA**
Notary Public - New Hampshire
My Commission Expires February 13, 2013

SEAL

EXHIBIT A

Certain lots or parcels of land situated on Oak Street, Congress Street and Casco Street in the City of Portland, County of Cumberland and State of Maine described in deed from Hampstead Outlook, Inc. to Henry D. Audesse, Phillip J. Kubiak, and John J. Whittier, Jr., Trustees of the HEGA Realty Trust, dated March 6, 1987 and recorded in the Cumberland County Registry of Deeds in Book 7686, Page 334 to which reference is hereby made for a more particular description of the property herein conveyed.

Excepting therefrom the land, and buildings, if any, described in the following instruments:

1. Deed from Hega Realty Trust to Congress Joint Development LLC dated September 30, 2004 and recorded in said Registry of Deeds in Book 21846, Page 21.
2. Deed from Hega Realty Trust to 551 Congress Street LLC dated September 30, 2004 and recorded in said Registry of Deeds in Book 21846, Page 75.
3. Declaration of 537 Lofts Condominium, dated as of November 9, 2006 and recorded at Cumberland County Registry of Deeds in Book 24558, Page 133, as amended by a First Amendment to Declaration of Condominium dated November 30, 2006 and recorded at Cumberland County Registry of Deeds in Book 24663, Page 226, and shown on the related plats and plans recorded in Plan Book 206, Pages 714-727.

Also conveying units designated as Numbers 100, 200, 300, 400, 501, 502, 504, 506, 507, 508 and 509 of the 537 Lofts Condominium created pursuant to the provisions of the Maine Condominium Act, Chapter 31 of Title 33 of the Maine Revised Statutes of 1964, as amended ("Act"), and described in Declaration of 537 Lofts Condominium, dated as of November 9, 2006, and recorded at Cumberland County Registry of Deeds in Book 24558, Page 133, as amended by a First Amendment to Declaration of Condominium dated November 30, 2006, and recorded at Cumberland County Registry of Deeds in Book 24663, Page 226 ("Declaration"), and shown on the related plats and plans recorded in Plan Book 206, Pages 714-727 ("Plats and Plans").

Also hereby conveying all of Grantor's interest in the Declaration, including but not limited to the rights, obligations, easements, development rights, special declarant rights, restrictions, covenants and conditions as set forth in therein; in the land described in the Declaration, and all of the appurtenances related thereto including the rights described in the Roof Access Easement dated April 11, 2007, and recorded at Cumberland County Registry of Deeds in Book 25041, Page 273.

The property herein conveyed is subject to the following matters:

1. Memorandum of Lease listing Linda J. Shorey and John Decker as tenants, dated November 10, 2006, and recorded in the Cumberland County Registry of Deeds in Book 24612, Page 265.
2. Memorandum of Lease listing Thelma D.A. MacGuire and Michael P. MacGuire as tenants, dated December 18, 2006, and recorded in said Registry of Deeds in Book 24673, Page 168.
3. Memorandum of Lease listing Steven Kurtz and Edith Kurtz as tenants, dated February 6, 2007, and recorded in Book 24823, Page 213, re-recorded in Book 24871, Page 180.
4. Roof Access Easement dated April 11, 2007, and recorded in said Registry of Deeds in Book 25041, Page 273.
5. License Agreement by Hega Realty Trust to 551 Congress Street, LLC recorded May 17, 2006, in said Registry of Deeds in Book 23972, Page 181.
6. Utility easement granted by Hega Realty Trust to Congress Joint Development LLC dated August 22, 2005, and recorded in said Registry of Deeds in Book 23100, Page 21.

7. Rights and easements described in deed from Hega Realty Trust to Congress Joint Development LLC dated September 30, 2004 and recorded in said Registry of Deeds in Book 21846, Page 21.
8. Rights and easements described in deed from Hega Realty Trust to 551 Congress Street LLC dated September 30, 2004, and recorded in said Registry of Deeds in Book 21846, Page 75, affected by Easement Modification Agreement by Hega Realty Trust to 551 Congress Street LLC recorded May 17, 2006, in said Registry of Deeds in Book 23972, Page 184.

Received
Recorded Register of Deeds
Jun 30 2008 11:19:08A
Cumberland County
Pamela E. Lovley



**DIRIGO
MANAGEMENT
COMPANY**

October 6, 2011

Barbara Barhydt
Development Review Services Manager
Planning Division
389 Congress Street 4th Floor
Portland, ME 04101

RE: HEGA Realty LLC – 531 Congress Street Application

Dear Barbara,

As part of HEGA Realty LLC's application for the residential units to be located on the 4th floor of 537 Congress Street, I want to bring you up to date on the availability of resident parking.

HEGA Realty LLC owns a small 35-space parking lot directly behind the building known as the Tolman Place parking lot. These spaces are leased on a tenant-at-will basis to various tenants in the 537 Congress Street building. When there is a need for additional parking that we cannot accommodate, we have been able to secure monthly spaces at the Eastland parking garage on High Street, the Spring Street garage, and the former Public Market garage. All of these parking facilities are within easy walking distance to the building.

With regards to bicycle storage at the building, we have a secure ground floor space with access on Casco Street. We have a bike rack that can accommodate up to 15 bicycles and floor space for any needed overflow.

If you have any questions, please do not hesitate to call me.

Sincerely,

Peter S. Skapinsky, CPM



Individual Member



ONE CITY CENTER, PORTLAND, MAINE 04101-4009
TEL: (207) 871-1080 • FAX (207) 871-7189
E-MAIL: info@dirigomgmt.com
WEB SITE: www.dirigomgmt.com



RICHARD LITTLEFIELD
SENIOR VICE PRESIDENT

Direct Dial 207.699.3392
Direct Fax 207.230.5471
rlittlefield@camdennational.com

5 Milk Street
Portland, Maine 04101
www.camdennational.com

November 14, 2011

Planning Department
City of Portland
Portland, ME

Re: Financial Capacity Letter for Hampstead Associates, LLC.

To whom it may concern:

We have current knowledge of the financial liquidity of the above referenced LLC and in the past have supported the owners of the LLC with commercial real estate term financing out to seven figures.

Based upon Camden National Bank's historical knowledge of the successful history of these developers and owners over several years, we believe the proposed conversion of space at 537 Congress Street into eight residential units can readily be financed.

Should you have any questions on this matter, please do not hesitate to contact me at 699-3392.

Sincerely yours,

Richard Littlefield
Senior Vice President
Southern Maine Commercial Regional Manager
5 Milk Street,
Portland, ME 04101

Phillip J. Kubiak

11 Millstream Dr. Exeter, New Hampshire 03833
Tel: 603 778-7152 Fax: 603 329-4746

November 15, 2011

David Lloyd, Principal
Archetype Architects
48 Union Wharf
Portland, Maine 04101

RE: JB Brown Building condominium conversion.

Dear David:

Let me take this opportunity to confirm our financial ability to undertake this project.

As you know, we have been Portland area commercial property owners for many years. Our portfolio includes the JB Brown building as well as 10 and 21 Donald Dean Drive, 59 Sanford Dr (Gorham), and 25 Spring St, 7 Portland Farms, 200 & 300 Professional Dr (Scarborough). These properties are held in two Maine LLC's - Hega and Hampstead Associates, and are owned outright with no mortgages or other financial encumbrances. The most recent balance sheets indicate total equity of approximately \$14,900,000.

As of November 10, 2011 our consolidated checking account balance was in excess of \$900,000. Given that the cost of this current project is approximately \$500,000 we do not anticipate the need for additional outside capital.

Sincerely,

VIA EMAIL

Phillip J. Kubiak
Managing Partner

Xc: Peter Skapinsky, Dirigo Management Co.



PORTLAND MAINE

Strengthening a Remarkable City. Building a Community for Life www.portlandmaine.gov

Public Services Department
Michael J. Bobinsky, Director

5 October 2011

Mrs. Susan Geffers,
Office Manager,
Archetype, P. A.,
48 Union Wharf,
Portland, Maine 04101

RE: The Capacity to Handle Wastewater Flows, from a Proposed Conversion of Unoccupied Forth Floor Office Space, into Eight Residential Units, at 531-537 Congress Street.

Dear Mrs. Geffers:

The existing twenty-four by eighteen-inch diameter, brick, sanitary sewer pipe, located in Congress Street, has adequate capacity to **transport**, while The Portland Water District sewage treatment facility, located off Marginal Way, has adequate capacity to **treat**, the total anticipated increase in wastewater flows of **990 GPD**, from this proposed conversion.

Anticipated Wastewater Flows from the Proposed Eight Residential Units:	
7 Proposed One-Bedroom Units @ 180 gpd per Unit	= 1,260 GPD
1 Proposed Two-Bedroom Unit @ 270 gpd per Unit	= 270 GPD
Less 36 Former Office Workers @ 15 gpd per Worker	= (540) GPD
Total Proposed Increase in Wastewater Flows for this Project	= 990 GPD

If The City can be of further assistance, please call 874-8832.

Sincerely,
CITY OF PORTLAND

Frank J Brancely, B.A., M.A.
Senior Engineering Technician

FJB

- CC:
- Penny Littell, Director, Department of Planning, and Urban Development, City of Portland
 - Barbara Barhydt, Development Review Services Manager, Department of Planning, and Urban Development, City of Portland
 - David Margolis-Pineo, Deputy City Engineer, City of Portland
 - Michael Farmer, P.E., Project Engineer, City of Portland
 - Bradley A. Roland, P.E., Environmental Projects Engineer, City of Portland
 - Stephen K. Harris, Assistant Engineer, City of Portland
 - John Emerson, Wastewater Coordinator, City of Portland
 - Matt Doughty, Field Inspection Coordinator, City of Portland
 - Jane Ward, Administrative Assistant, City of Portland



Portland Water District

FROM SEBAGO LAKE TO CASCO BAY

October 6, 2011

Archetype
48 Union Wharf
Portland, ME 04101

Attn: Susan Geffers
Re: 537 Congress Street, Portland
Ability to Serve with PWD Water

Dear Ms. Geffers:

The Portland Water District has received your request for an Ability to Serve determination for the noted site submitted on September 15, 2011. Based on the information provided, we can confirm that the District will be able to serve the proposed project as further described in this letter.

Please note that this letter does not constitute approval of this project from the District. Please review this letter for any special conditions specified by the District and to determine the appropriate next steps to take to move your project through the submittal and approval process.

Existing Site Service

According to District records, the project site does currently have existing water service. A 4-inch diameter ductile iron combined fire and domestic water service line, a 6-inch diameter cast iron fire service line and an inactive 2-inch diameter cast iron water service located as shown on the attached water service cards, provide water service to this site. Please refer to the "Conditions of Service" section of this letter for requirements related to the use of these services.

Water System Characteristics

According to District records, there is a 16-inch diameter cast iron water main on the east side of Congress Street and a 4-inch diameter cast iron water main on the west side of Tolman Place. There is also a public fire hydrant located across the street from the site.

The current data from the nearest hydrant with flow test information is as follows:

Hydrant Location: Congress Street 100' west of Casco Street
Hydrant Number: POD-HYD00084
Last Tested: 7/15/1988
Static Pressure: 70 PSI
Residual Pressure: Not Measured
Flow: 1,255 GPM



Public Fire Protection

You have indicated that this project will not include the installation of new public hydrants to be accepted into the District water system. The decision to require new hydrants and to determine their locations is solely that of the local fire department. It is your responsibility to contact the Portland Fire Department to ensure that this project is adequately served by existing and/or proposed hydrants.

Domestic Water Needs

The ability to serve request indicated that the existing use of the fourth floor is vacant office space that will be converted into eight residential apartment units. The data noted above indicates there should be adequate pressure and volume of water to serve the domestic water needs of your proposed project.

Private Fire Protection Water Needs

It is anticipated that this project will require water service to provide private fire protection to the site. Please note that the District does not guarantee any quantity of water or pressure through a fire protection service. Please share these results with your sprinkler system designer so that they can design the fire protection system to best fit the noted conditions. If the data is out of date or insufficient for their needs, please contact us to request a hydrant flow test and we will work with you to get more complete data.

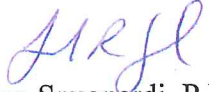
Conditions of Service

The existing service lines may continue to be used by all or part of the proposed development if the development team concludes that the line is capable of providing adequate flow and pressure to suit the needs of the facility. Any existing service(s) that will not be used must be removed from the water main by closing the corporation valve at its connection to the main and cutting the copper pipe from the main. Please submit any preliminary design plans to the MEANS Division for review and we will work with you to ensure that the design meets our current standards. We would like to work with you to investigate the feasibility of serving the sprinkler system completely through the 6-inch service.

Please keep in mind that only one meter will be allowed per water service line. The existing water meter on the 4-inch service line is a 3-inch compound meter that is capable of handling up to 900 gallons per minute.

Once a contractor has been selected and the project is ready to go to construction, please contact the MEANS Division to arrange for an appointment to fill out a service application. If the District can be of further assistance in this matter, please let us know.

Sincerely,
Portland Water District


Rico Spugnardi, P.E.
Business Development Engineer

A R C H E T Y P E

**NEIGHBORHOOD MEETING MINUTES
531-537 Congress Street
November 10, 2011**

Present: David Lloyd Archetype, P.A.
Peter Skapinsky Dirigo Management Company

Neighborhood Meeting for 531 -537 Congress Street held on November 10th, 2011
the following is recorded:

1. One person showed up for meeting, Mr. Robert Hains.
2. David Lloyd, architect, and Peter Skapinsky, representing the owner, presented the plans to Mr. Hains.
3. Mr. Hains did not appear to have any concerns with the project and commented in support. We discussed several of Mr. Hains buildings and possibilities there.

Meeting adjourned at 6:32 PM

****END OF NOTES****

A R C H I T E C T Y P E

October 28, 2011

Dear Neighbor:

Please join us for a neighborhood meeting to discuss our plans for the conversion of the 4th floor to eight residential units located at 531-537 Congress Street.

Meeting Location: 533 Congress Street, 1st Floor

Meeting Date: Thursday – November 10, 2011

Meeting Time: 6:00 pm

The City code requires that property owners within 500 feet of the proposed development and residents on an "interested parties list", be invited to participate in a neighborhood meeting. A sign-in sheet will be circulated and minutes of the meeting will be taken. Both the sign-in sheet and minutes will be submitted to the Planning Board.

If you have any questions, please call: Peter Skapinsky, (207) 871-1080.

Sincerely,



David Lloyd

Note:

Under Section 14-32(C) and 14-525 of the City Code of Ordinances, an applicant for a Level III development, subdivision of over five lots/units, or zone change is required to hold a neighborhood meeting within three weeks of submitting a preliminary application or two weeks of submitting a final site plan application, if a preliminary plans was not submit. The neighborhood meeting must be held at least seven days prior to the Planning Board public hearing on the proposal. Should you wish to offer additional comments on this proposed development, you may contact the Planning Division at 874-8721 or send written correspondence to the Planning and Urban Development Department, Planning Division 4th Floor, 389 Congress Street Portland, ME 04101 or by email: to bab@portlandmaine.gov

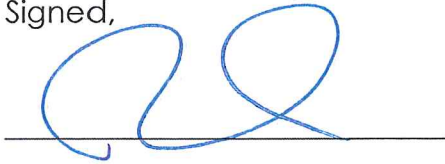
Neighborhood Meeting Certification

531-537 Congress Street

I, David Lloyd hereby certify that a neighborhood meeting was held on November 10th at 533 Congress Street, 1st floor at 6:00 pm.

I also certify that on October 31, 2011 invitations were mailed to all addresses on the mailing list provided by the Planning Division, including property owners within 500 feet of the proposed development and the residents on the "interested parties" list.

Signed,



November 11, 2011

Attached to this certification are

1. Copy of the invitation sent
2. Sign-in sheet
3. Meeting minutes

SIGN UP SHEET
531-537 Congress Street
10-Nov-11

	Name	Address
1	Robert C. Hains	250 Holm Ave., Portland
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
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16		
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21		
22		
23		
24		
25		
26		

[Handwritten mark]

Attachment A-8







IMPORTANT NOTICE FROM CITY OF PORTLAND

RE: 531-537 Congress Street

To residents and property owners: The Portland Planning Board will hold a public hearing to consider a proposal by HEGA Realty Trust to convert 15, 195 sq ft of office space to seven (7) one-bedroom and one two-bedroom apartments. The apartments are located on the fourth floor of 531-537 Congress Street, which is a mixed use building with residential, office and first floor commercial uses. The proposal will be reviewed as a subdivision and Level III site plan.

Public comments will be taken at this meeting.

The meeting will be held:

Tuesday, November 22, 2011

7:00 p.m.

City Hall, Room 209, 2nd Floor

Plans are available in the Portland Planning Division, 4th Floor, City Hall. If you wish to submit written comments, address them to Shukria Wiar, Planner, Planning Division, City Hall, 4th Floor, 389 Congress Street, Portland, Maine 04101, contact by phone at 756-8083 or e-mail at shukriaw@portlandmaine.gov. To access agenda materials on-line, please visit the following web address on or after the Friday preceding the meeting date:
<http://www.portlandmaine.gov/planning.htm>

110 notices were mailed to neigh.
Within 500 ft. on 11-10-11
including int. parties by mail/e-mail.
Postage was needed? Yes X No

CBL	OWNER	OWNER MAILING ADDRESS	PROPERTY LOCATION	UNITS
	15 CASCO STREET LLC	15 CASCO ST PORTLAND, ME 04101	15 CASCO ST	1
	39 LLC	100 SILVER ST PORTLAND, ME 04101	39 FOREST AVE	1
	477 TIME & TEMPERATURE LLC	101 RICHARDSON ST BROOKLYN, NY 11211	45 BROWN ST	340
	477 TIME & TEMPERATURE LLC	101 RICHARDSON ST BROOKLYN, NY 11211	481 CONGRESS ST	1
	477 TIME & TEMPERATURE LLC	101 RICHARDSON ST BROOKLYN, NY 11211	481 CONGRESS ST	0
	477 TIME & TEMPERATURE LLC	101 RICHARDSON ST BROOKLYN, NY 11211	22 PREBLE ST	1
	490 CONGRESS ST LLC	44 CARLETON ST PORTLAND, ME 04102	490 CONGRESS ST UNIT 101	1
	511 PLAZA LIMITED PARTNERSHIP	ONE CANAL PLAZA PORTLAND, ME 04101	48 BROWN ST	0
	511 PLAZA LIMITED PARTNERSHIP	ONE CANAL PLAZA PORTLAND, ME 04101	511 CONGRESS ST	2
	511 PLAZA LIMITED PARTNERSHIP	ONE CANAL PLAZA PORTLAND, ME 04101	SHEPLEY ST	0
	511 PLAZA LIMITED PARTNERSHIP	ONE CANAL PLAZA PORTLAND, ME 04101	SHEPLEY ST	0
	54D - 18 LLC	559 CONGRESS ST PORTLAND, ME 04101	575 CONGRESS ST	1
	551 CONGRESS STREET LLC	PO BOX 6799 SCARBOROUGH, ME 04070	551 CONGRESS ST	4
	574 ASSOCIATES LLC	1976 WASHINGTON AVE PORTLAND, ME 04103	574 CONGRESS ST	1
	574 ASSOCIATES LLC	1976 WASHINGTON AVE PORTLAND, ME 04103	576 CONGRESS ST	1
	578 CONGRESS LLC	468 FOREST AVE PORTLAND, ME 04101	578 CONGRESS ST	1
	584 CONGRESS STREET LLC	584 CONGRESS ST PORTLAND, ME 04101	582 CONGRESS ST	1
	ADLER JANICE B	15 BROWN ST # 105 PORTLAND, ME 04101	15 BROWN ST UNIT 105	1
	ARCAND PROPERTIES LLC	128 FREE ST PORTLAND, ME 04101	128 FREE ST	1
	AVESTA OAK STREET LP	307 CUMBERLAND AVE PORTLAND, ME 04101	72 OAK ST	0
	BARBA NANCY L	500 CONGRESS ST PORTLAND, ME 04101	500 CONGRESS ST	1
	BARTHE DONNA	367 US ROUTE 1 FALMOUTH, ME 04105	486 CONGRESS ST	2
	BBB INC	76 WOODLAND DR FALMOUTH, ME 04105	580 CONGRESS ST	1
	BEAVER BLOCK LLC	1124 BRIGHTON AVE PORTLAND, ME 04103	498 CONGRESS ST	1
	BELAIR NICHOLAS	15 BROWN ST # 305 PORTLAND, ME 04101	15 BROWN ST UNIT 305	1
	BERBERIAN LANCE V	15 BROWN ST # 306 PORTLAND, ME 04101	15 BROWN ST UNIT 306	1

CBL	OWNER	OWNER MAILING ADDRESS	PROPERTY LOCATION	UNITS
	BG CARLETON 2/14/91 LLC & 482 CONGRESS LP	21 TECHNOLOGY DR WEST LEBANON , NH 03784	104 CENTER ST	0
	BG CARLETON 2/14/91 LLC & 482 CONGRESS LP	21 TECHNOLOGY DR WEST LEBANON , NH 03784	482 CONGRESS ST	1
	BLYSKAL FLORENCE D	19 TERN CT EAST ISLIP , NY 11730	15 BROWN ST UNIT 301	1
	BRUNACINI BRIAN T & JENNIFER A FULTZ JTS	547 CONGRESS ST # 2B PORTLAND , ME 04101	547 CONGRESS ST UNIT 2B	1
	CAREY EDGAR J II	547 CONGRESS ST # 2E PORTLAND , ME 04101	547 CONGRESS ST UNIT 2E	1
	CENTER CITY PLAZA ASSOC	565 CONGRESS ST RM 203 PORTLAND, ME 04101	510 CONGRESS ST	1
	CODERE MARK R	278 GREELY RD CUMBERLAND CENTER , ME 04021	15 BROWN ST UNIT 304	1
	CONGRESS JOINT	PO BOX 6799 SCARBOROUGH , ME 04070	545 CONGRESS ST	1
	CORRYMORE ZELLERTON LLC	22 HANNAFORD COVE RD CAPE ELIZABETH , ME 04107	555 CONGRESS ST	1
	CUMBERLAND COUNTY CENTER	1 CIVIC CENTER SQ PORTLAND, ME 04101	FREE ST	0
	DOCTOROFF MARK G	PO BOX 513 RINDGE , NH 03461	15 BROWN ST UNIT 208	1
	DOCTOROFF MARK G	PO BOX 513 RINDGE , NH 03461	15 BROWN ST UNIT 307	1
	EAKINS JAN	15 BROWN ST # 202 PORTLAND , ME 04101	15 BROWN ST UNIT 202	1
	ESCH TREVOR S & JESSICA P ESCH JTS	15 BROWN ST # 203 PORTLAND, ME 04101	15 BROWN ST UNIT 203	1
	EVERETT CHAMBERS LP	ONE CITY CENTER PORTLAND, ME 04101	51 OAK ST	60
	EWING THOMAS E & DANIELLE M EWING JTS	15 BROWN ST # 401 PORTLAND , ME 04101	15 BROWN ST UNIT 401	1
	FITZPATRICK SUSAN E	545 CONGRESS ST # 4A PORTLAND , ME 04101	547 CONGRESS ST UNIT 4A	1
	FORTY FIVE CASCO STREET LLC	45 CASCO ST PORTLAND , ME 04101	45 CASCO ST	1
	FOSTER MARC C TRUSTEE	90 CARROLL ST PORTLAND , ME 04102	540 CONGRESS ST	1
	FOSTER MARC C TRUSTEE	90 CARROLL ST PORTLAND , ME 04102	540 CONGRESS ST	1
	FOSTER MARC C TRUSTEE	90 CARROLL ST PORTLAND , ME 04102	540 CONGRESS ST	1
	FOSTER MARC C TRUSTEE	90 CARROLL ST PORTLAND , ME 04102	540 CONGRESS ST	1
	FOSTER MARC C TRUSTEE	90 CARROLL ST PORTLAND , ME 04102	540 CONGRESS ST	1
	FRIEDMAN EDWARD M	134 DEEP COVE RD RAYMOND , ME 04071	547 CONGRESS ST UNIT 3A	1
	FRYE ASSOCIATES	44 OAK ST PORTLAND, ME 04101	44 OAK ST	1
	GRANO ROBERT C TRUSTEE	1465 WOODBURY AVE # 437 PORTSMOUTH , NH 03801	547 CONGRESS ST UNIT 4B	1

CBL	OWNER	OWNER MAILING ADDRESS	PROPERTY LOCATION	UNITS
	GRANT SUMNER M & PERPETUA A GRANT JTS	531 CONGRESS ST # 501 PORTLAND, ME 04101	531 CONGRESS ST UNIT 501	1
	GREENEWALT CHARLOTTE	15 BROWN ST # 405 PORTLAND, ME 04101	15 BROWN ST UNIT 405	1
	HARDEN DAVID T	15 BROWN ST # 204 PORTLAND, ME 04101	15 BROWN ST UNIT 204	1
	HEGA REALTY LLC	218 EAST RD HAMPSTEAD, NH 03841	531 CONGRESS ST UNIT 502	1
	HEGA REALTY LLC	218 EAST RD HAMPSTEAD, NH 03841	531 CONGRESS ST UNIT 504	1
	HEGA REALTY LLC	218 EAST RD HAMPSTEAD, NH 03841	531 CONGRESS ST UNIT 506	1
	HEGA REALTY LLC	218 EAST RD HAMPSTEAD, NH 03841	531 CONGRESS ST UNIT 507	1
	HEGA REALTY LLC	218 EAST RD HAMPSTEAD, NH 03841	531 CONGRESS ST UNIT 509	1
	HEGA REALTY LLC	218 EAST RD HAMPSTEAD, NH 03841	531 CONGRESS ST UNIT 508	1
	HEGA REALTY LLC	218 EAST RD HAMPSTEAD, NH 03841	531 CONGRESS ST UNIT 300	1
	HEGA REALTY LLC	218 EAST RD HAMPSTEAD, NH 03841	531 CONGRESS ST UNIT 200	1
	HEGA REALTY LLC	218 EAST RD HAMPSTEAD, NH 03841	531 CONGRESS ST UNIT 400	1
	HEGA REALTY LLC	218 EAST RD HAMPSTEAD, NH 03841	531 CONGRESS ST UNIT 100	1
	HEGA REALTY LLC	218 EAST RD HAMPSTEAD, NH 03841	81 OAK ST	0
	HEGA REALTY TRUST	218 EAST RD HAMPSTEAD, NH 03841	531 CONGRESS ST	1
	HENRY MICHAEL T & JAIME COHEN JTS	547 CONGRESS ST # 5A PORTLAND, ME 04101	547 CONGRESS ST UNIT 5A	1
	HUBBARD'S APTS INC	12 GRANT ST 1ST FLOOR PORTLAND, ME 04101	133 FREE ST	8
	HUNTER BEVERLY C & HAROLD G HUNTER	130 MOSSIE LN AMISSVILLE, VA 20106	15 BROWN ST UNIT 201	1
	INNFREE LLC	11 CARROLL ST PORTLAND, ME 04102	547 CONGRESS ST UNIT 5B	1
	JAFFE MICHAEL M & JANN JAFFE TRUSTEES	321 SOUTH BEVERLY DR STE M BEVERLY HILLS, CA 90212	15 BROWN ST UNIT 205	1
	JBG & H ASSOCIATES	PO BOX 4510 PORTLAND, ME 04112	59 FREE ST	0
	KAPLAN 504 LLC	49 OCEAN AVE PORTLAND, ME 04103	504 CONGRESS ST	1
	KIMBALL BUILDING LLC THE	490 CONGRESS ST PORTLAND, ME 04101	490 CONGRESS ST	1
	KLEBE KURT E TRUSTEE	PO BOX 586 PORTLAND, ME 04112	15 BROWN ST UNIT 302	1
	KURTZ STEVEN & EDITH KURTZ JTS	531 CONGRESS ST # 510 PORTLAND, ME 04101	531 CONGRESS ST UNIT 510	1
	LONG ABAGAEI	545 CONGRESS ST # 2 D PORTLAND, ME 04101	547 CONGRESS ST UNIT 2D	1

CBL	OWNER	OWNER MAILING ADDRESS	PROPERTY LOCATION	UNITS
	MACE F CHARLES	545 CONGRESS ST # 3 B PORTLAND, ME 04101	547 CONGRESS ST UNIT 3B	1
	MAGUIRE MICHAEL P & THELMA D A MAGUIRE JTS	PO BOX 367 BETHEL, ME 04217	531 CONGRESS ST UNIT 505	1
	MAINE CHARITABLE MECHANIC ASSOC	PO BOX 8769 PORTLAND, ME 04104	519 CONGRESS ST	1
	MAINE COLLEGE OF ART	522 CONGRESS ST PORTLAND, ME 04101	522 CONGRESS ST	1
	MAINE COLLEGE OF ART	522 CONGRESS ST PORTLAND, ME 04101	540 CONGRESS ST	1
	MAINE COLLEGE OF ART	522 CONGRESS ST PORTLAND, ME 04101	15 SHEPLEY ST	20
	MAINE HISTORICAL SOCIETY	485 CONGRESS ST PORTLAND, ME 04101	483 CONGRESS ST	2
	MAINEHEALTH	465 CONGRESS ST STE 600 PORTLAND, ME 04101	110 FREE ST	1
	MAINEHEALTH	465 CONGRESS ST STE 600 PORTLAND, ME 04101	120 FREE ST	0
	MAINEHEALTH	465 CONGRESS ST STE 600 PORTLAND, ME 04101	130 FREE ST	0
	MARTIN ROGER	547 CONGRESS ST # 2 PORTLAND, ME 04101	547 CONGRESS ST UNIT 2A	1
	MATERIAL OBJECTS	500 CONGRESS ST PORTLAND, ME 04101	500 CONGRESS ST	1
	MCGLOIN SHERRI	PO BOX 8258 PORTLAND, ME 04104	15 BROWN ST UNIT 207	1
	MCGORRILL DONNA T	15 BROWN ST # 406 PORTLAND, ME 04101	15 BROWN ST UNIT 406	1
	MCLAUGHLIN PAUL S & FLAVIA A MCLAUGHLIN JTS	15 BROWN ST # 404 PORTLAND, ME 04101	15 BROWN ST UNIT 404	1
	MHS INC	485 CONGRESS ST PORTLAND, ME 04101	41 BROWN ST	0
	MHS INC	485 CONGRESS ST PORTLAND, ME 04101	489 CONGRESS ST	1
	MILES STANDISH APARTMENTS	57 EXCHANGE ST PORTLAND, ME 04101	11 SHEPLEY ST	40
	MOORE CHARLES G III	547 CONGRESS ST # 3C PORTLAND, ME 04101	547 CONGRESS ST UNIT 3C	1
	MOULTON THOMAS W	547 A CONGRESS ST # 6 PORTLAND, ME 04101	547 CONGRESS ST UNIT 6	1
	NEKOIE BAHMAN & CATHERINE E JTS	40 COTTAGE PARK RD PORTLAND, ME 04103	57 OAK ST	1
	NEVERMORE LLC	10 DANA ST STE 400 PORTLAND, ME 04101	550 CONGRESS ST	7
	NICK PATRICIA A	15 BROWN ST # 104 PORTLAND, ME 04101	15 BROWN ST UNIT 104	1
	NORTHEAST REALTY INC	PO BOX 6799 SCARBOROUGH, ME 04070	84 OAK ST	0
	NORTHEAST REALTY INC	PO BOX 6799 SCARBOROUGH, ME 04070	92 OAK ST	1
	NORTHERN NEW ENGLAND TELEPHONE OPERATIONS LLC	PO BOX 1509 BANGOR, ME 04402	45 FOREST AVE	4

CBL	OWNER	OWNER MAILING ADDRESS	PROPERTY LOCATION	UNITS
	NORTHERN NEW ENGLAND TELEPHONE OPERATIONS LLC	PO BOX 1509 BANGOR , ME 04402	95 OAK ST	0
	OBAAT DEVELOPMENT INC	20 WEST ST # 4 PORTLAND , ME 04102	7 FOREST AVE	1
	OLD PORT HOLDING CO LLC MARGARITAS MANAGEMENT	200 GRIFFIN RD STE 1 PORTSMOUTH , NH 03801	11 BROWN ST	1
	PACHIOS BROTHERS I LLC & LACONIA LLC	565 CONGRESS ST RM 203 PORTLAND, ME 04101	565 CONGRESS ST	1
	PACHIOS BROTHERS I LLC & LACONIA LLC	565 CONGRESS ST RM 203 PORTLAND, ME 04101	11 FOREST AVE	0
	PACHIOS BROTHERS II LLC	565 CONGRESS ST RM 203 PORTLAND, ME 04101	516 CONGRESS ST	1
	PARK STREET PROPERTY LLC	51 BELFIELD RD CAPE ELIZABETH , ME 04107	104 OAK ST	29
	PICKWICK PROPERTIES OF MAINE LLC	PO BOX 17502 PORTLAND, ME 04112	536 CONGRESS ST	1
	PLAZA ASSOCIATES AT SQUARE LP	491 HUMPHREY ST SWAMPSCOTT , MA 01907	10 CONGRESS SQ	160
	PORTER ANDREW F	15 BROWN ST # 206 PORTLAND, ME 04101	15 BROWN ST UNIT 206	1
	PORTLAND STAGE COMPANY	PO BOX 1458 PORTLAND , ME 04104	25 FOREST AVE	1
	PRIDE RALPH H TRUSTEE	570 CONGRESS ST PORTLAND, ME 04101	570 CONGRESS ST	1
	QUIRK SHIRLEY F ETALS	9 SCOTT DYER RD CAPE ELIZABETH , ME 04107	37 CASCO ST	88
	R & J 545 PARTNERS LLC	PO BOX 275 BROOKLIN, ME 04616	545 CONGRESS ST UNIT 1C	1
	R & J 545 PARTNERS LLC	PO BOX 275 BROOKLIN, ME 04616	545 CONGRESS ST UNIT 1A	1
	R & J 545 PARTNERS LLC	PO BOX 275 BROOKLIN, ME 04616	545 CONGRESS ST UNIT 1B	1
	RB PORTLAND LLC	4100 REGENT ST STE G COLUMBUS, OH 43219	28 FOREST AVE	0
	RB PORTLAND LLC	4100 REGENT ST STE G COLUMBUS, OH 43219	32 FOREST AVE	0
	RB PORTLAND LLC	4100 REGENT ST STE G COLUMBUS, OH 43219	157 HIGH ST	202
	ROCCO HOLDINGS LLC	22 HANNAFORD COVE RD CAPE ELIZABETH , ME 04107	553 CONGRESS ST	4
	RUSSMAN BRETT	545 CONGRESS ST # 2C PORTLAND , ME 04101	547 CONGRESS ST UNIT 2C	1
	SCHREINER WILLIAM B VN VET & NANCY ERSKINE SCHREINER JTS	15 BROWN ST # 403 PORTLAND , ME 04101	15 BROWN ST UNIT 403	1
	SHEPLEY LLC	104 GRANT ST PORTLAND , ME 04101	18 CASCO ST	62
	SHOREY LINDA J & JOHN DECKER JTS	531 CONGRESS ST # 503 PORTLAND , ME 04101	531 CONGRESS ST UNIT 503	1
	SOMALUZO LLC	PO BOX 7211 PORTLAND, ME 04102	16 CASCO ST	1
	SWAN DAVID C	16 HILLCREST DR CUMBERLAND CENTER , ME 04021	360 CUMBERLAND AVE	1

CBL	OWNER	OWNER MAILING ADDRESS	PROPERTY LOCATION	UNITS
	TERBAX REALTY INC	5 MILK ST PORTLAND, ME 04101	562 CONGRESS ST	1
	THREE CROWS INC	31 FOREST RD CAPE ELIZABETH, ME 04107	15 BROWN ST UNIT 103	1
	THREE EIGHTY CUMBERLAND ASSOCIATES LLC	120 EXCHANGE ST PORTLAND, ME 04101	380 CUMBERLAND AVE	1
	TIEMAN JAMES S	15 BROWN ST # 402 PORTLAND, ME 04101	15 BROWN ST UNIT 402	1
	TRUSIANI ANNAMARIE & PAUL J	585 1/2 CONGRESS ST PORTLAND, ME 04101	585 CONGRESS ST	1
	TYSON BRUCE & ANDREA TYSON JTS	545 CONGRESS ST # 4C PORTLAND, ME 04101	547 CONGRESS ST UNIT 4C	1
	VANLEE CORP	157 HIGH ST PORTLAND, ME 04101	32 FOREST AVE	0
	WARREN ISLAND LLC	4724 32ND ST NW WASHINGTON, DC 20002	45 BROWN ST	0
	WARREN ISLAND LLC	4724 32ND ST NW WASHINGTON, DC 20002	481 CONGRESS ST	0
	WARREN ISLAND LLC	4724 32ND ST NW WASHINGTON, DC 20002	481 CONGRESS ST	0
	WARREN ISLAND LLC	4724 32ND ST NW WASHINGTON, DC 20002	22 PREBLE ST	0
	YARNOLD RITA	559 CONGRESS ST PORTLAND, ME 04101	559 CONGRESS ST	1
	ZILKHA MICHAEL S	1001 MCKINNEY STE 1900 HOUSTON, TX 77002	492 CONGRESS ST UNIT 102	1

11/10/2011

531 CONGRESS ST. (PB RECEIPT OF APP) 10-2011

11:10 AM

CBL	OWNER	OWNER MAILING ADDRESS	PROPERTY LOCATION	UNITS
Total Listed:	143			1,138

11/10/2011		Citizen's Mailing List		11:10 AM
Alan Fishman	Fishman Realty	470 Forest Ave., Suite 203	Portland, ME 04101-2009	
Alfred Waxler		PO Box 6681	Portland, ME 04103	
Anne Weigel		92 Hamblet Avenue	Portland, ME 04103	
Anthony Donovan		27 Riverview Street	Portland, ME 04102	
Barb Wood		125 Emery Street	Portland, ME 04102	
Brian Bisema		400 Trade Center, Suite 400	Woburn, MA 01801	
Chris Busby		64 Montreal Street	Portland, ME 04101	
Chris Castelsky	Fairpoint Communications	521 East Morehead Street	Charlotte, NC 28202	
David Nowlin		215 Oxford Street	Portland, ME 04102	
Dawn Carrigan, Principal	Longfellow School	432 Stevens Avenue	Portland, ME 04101	
Deb Keenan		28 Dorothy Street	Portland, ME 04103	
Devon and Pamela Platte		26 North Street, #3	Portland, ME 04101	
Ed Democracy		PO Box 4189	Portland, ME 04101-0398	
Edward Suslovic	District 3	46 Kenwood St.	Portland, Me 04103	
Ethan Strimling		211 Spring Street	Portland, ME 04102	
Frank Schoenthaler	Coldwell Broker	1601 Trapelo Rd., Suite 24	Waltham, MA 02451	
Greater Portland Council of Governments		68 Marginal Way	Portland, ME 04101	
Henry Leclair		209 Range Road	Windham, ME 03087	
Janice Carpenter		9 West Commonwealth Drive	Portland, ME 04103	
Jennifer Dorr	City of Portland	389 Congress Street	Portland, ME 04101	
Jesse Thompson, RA, LEED AP	Kaplan Thompson Architects	424 Fore Street	Portland, ME 04101	
John Leavitt	NE Regional Council of Carpenters	68 Bishop Street, Unit 1	Portland, ME 04103	
Kathleen Spahn	Boulevard Park Assoc.	95 Deerfield Road	Portland, ME 04103	
Kerry Anderson		5 Frederick Thompson Drive	Scarborough, ME 04074	
Len Anderson		543 Allen Avenue	Portland, ME 04103	
Liz Holton		18 Victoria Street	Portland, ME 04103	
Lynn Clarkson		145 Marlborough Road	Portland, ME 04103	
Marc Foster		29 Taylor Street, #1	Portland, ME 04102	
Mary Griffith		6 E. Promenade, Unit #2	Portland, ME 04101	
Michael Pizzo		88 Christy Road	Portland, ME 04103	
Nancy Bartlett		PO Box 7965	Portland, ME 04112	
Pam Burnside		64 Lester Drive	Portland, ME 04103	
Paul Dubois	Kimberly Dubois	1915 Congress Street	Portland, Me 04102	
Paul Leblond		55 Stevens Avenue	Portland, ME 04102	
Peaks Island Land Preserve		PO Box 99	Peaks Island, ME 04108	
Peggy Morin		66 Farnham Street	Portland, ME 04101	
Philip Haughey		1660 Soldiers Field Road	Boston, MA 02135	
Portland Society of Architects	c/o James Sterling, AIA	PO Box 7305	Portland, ME 04112	
Priscilla D. LaVallee		55 Watson Street	Portland,, ME 04103	

11/10/2011

Citizen's Mailing List

11:10 AM

Raymond Penfold		129-137 Fox Street	Portland, ME 04101
Rebecca Halla	Waste Management	2000 Forest Avenue	Portland, ME 04103
REP Benjamin Dudley III	District 30	9 Ponce Street	Portland, ME 04101
REP Boyd Marley	District 36	11 Maplewood Street	Portland, ME 04103
REP Glenn Cummings	District 37	24 Nevens Street	Portland, ME 04103
REP Herb Adams	District 33	231 State Street	Portland, ME 04101-2361
REP Joseph Brannigan	District 35	168 Concord Street	Portland, ME 04103
Robert Hains		250 Holm Avenue	Portland, ME 04102
Robert O'Brien		267 York Street	Portland, ME 04102
Seren Huus		41 Cumberland Ave	Portland, Me 04101
Stephen Parazone		47 Bolton Street	Portland, ME 04102
Steve Rose		44 Federal Street	Portland, ME 04102
William Meridian		105 Stonecrest Drive	Portland, ME 04103

Listed: 52

Shukria Wiar - RE: Neighborhood meeting/ 531-537 Congress st

From: Shukria Wiar
To: David Lloyd
Date: 11/14/2011 11:20 AM
Subject: RE: Neighborhood meeting/ 531-537 Congress st
CC: sue@archetypepa.com

I went through my emails and the applicant submitted; I cannot locate the information. Please forward the email that contain the requested information.

Also I just noticed that the Subdivision Plat states 'Supplemental Condominium Plan', this needs to be corrected since the proposed plan is for apartments.

Thanks.

>> David Lloyd <lloyd@archetypepa.com> 11/14/2011 11:06 AM >>>

Shukria

I believe all this information was submitted. Sue from my office has been copied to verify

David Lloyd

Archetype, P.A.
48 Union Wharf
Portland, ME 04101
Tele: (207) 772-6022
Fax: (207) 772-4056
Cell: (207) 831-8627
lloyd@archetypepa.com
<http://www.archetype-architects.com>

From: Shukria Wiar [mailto:SHUKRIAW@portlandmaine.gov]
Sent: Monday, November 14, 2011 10:59 AM
To: David Lloyd
Subject: Re: Neighborhood meeting/ 531-537 Congress st

Hello:

Thanks for the info on the Neighborhood meeting.

as I am going through the project, you have not submitted Right, Title and Interest and also a letter from a bank showing the financial capacity. There is a bank statement but we need a financial capacity letter from the bank.

The project is tentatively on the Nov 22nd Planning Board and the report is going out by Thursday. Please submit this information asap.

Thanks.

Shukria

>>> David Lloyd <lloyd@archetypepa.com> 11/11/2011 7:01 AM >>>
Neighborhood meeting for 531 -537 Congress street held on November 10th ,2011 the following is recorded

1 One person showed up for meeting , Mr. Robert Hains

2 David Lloyd , architect, and Peter Skapinsky, representing the owner, presented the plans to Mr. Hains

3 Mr. Hains did not appear to have any concerns with the project and commented in support. We discussed several of Mr. Hains buildings and possibilities there.

Meeting adjourned at 6:32 PM

David Lloyd
Archetype, P.A.
48 Union Wharf
Portland, ME 04101
Tele: (207) 772-6022
Fax: (207) 772-4056
Cell: (207) 831-8627
lloyd@archetypepa.com
<http://www.archetype-architects.com>

> -----Original Message-----
> From: Toshiba Copier [<mailto:sue@archetypepa.com>]
> Sent: Friday, November 11, 2011 6:47 AM
> To: David
> Subject: Scanned from MFP-05348103 11/11/2011 06:47
>
> Scanned from MFP-05348103.
> Date: 11/11/2011 06:47
> Pages:1
> Resolution:300x300 DPI
> -----

Subject: Re: FW: Neighborhood meeting/ 531-537 Congress st
Created By: SHUKRIAW@portlandmaine.gov
Scheduled Date:
Creation Date: 11/17/2011 12:29 PM
From: Shukria Wiar

Recipient	Action	Date & Time	Comment
To: Barry Yudaken (yudaken@archetypepepa.com)	Transferred	11/17/2011 12:30 PM	

Shukria Wiar - Re: Neighborhood meeting/ 531-537 Congress st

From: Shukria Wiar
To: David Lloyd
Date: 11/14/2011 10:58 AM
Subject: Re: Neighborhood meeting/ 531-537 Congress st

Hello:

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Thanks.

Shukria

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- 3 Mr. Hains did not appear to have any concerns with the project and commented in support. We discussed several of Mr. Hains buildings and possibilities there.

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> -----Original Message-----
> From: Toshiba Copier [mailto:sue@archetypepa.com]
> Sent: Friday, November 11, 2011 6:47 AM
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>
> Scanned from MFP-05348103.
> Date: 11/11/2011 06:47
> Pages:1
> Resolution:300x300 DPI
> -----

Shukria Wiar - 531 Congress Street

From: Shukria Wiar
To: David Lloyd
Date: 10/26/2011 2:57 PM
Subject: 531 Congress Street

Hello David:

I will be the planner for the above address. We discussed the project at our Development Review Meeting this morning and had questions.

1. What is the status of the surface parking lot in the back of the building; is it at full capacity or are there still some parking spaces available?
2. Is Tolman Place a private or public way?
3. Sidewalks- Public Services will do a site visit and evaluate the condition of the sidewalks.
4. The building is encroaching onto the sidewalk in a few locations. Are there any licenses for these encroachments that may have been addressed the late project review.

I will forward written comments to you next week. Please let me know if you have any questions.

Thank you.

Shukria

Shukria Wiar - FW: Re: 531-537 Congress subdivision

From: Shukria Wiar
To: Lloyd, David
Date: 1/11/2012 12:52 PM
Subject: FW: Re: 531-537 Congress subdivision
CC: Skapinsky, Peter
Attachments: Costestimate.doc; 2011 Letter of Credit.Auto Conversion.doc; 2011 Bank Escrow Acct.doc; 2011 Internal Performance Guarantee Form.doc

Hello:

We will need seven set of the final site plan addressing Planning Board conditions. Submit a paper copy of the Mylar for review and once we sign off, then we will need two Mylar for the Planning Board signature; the signing of the Mylar should not hold up the process but we do need to review and have the Board sign it so you can record it. Also please submit a cost estimate for review, this amount will be used to determine the performance guarantee. Attached are the document of the cost estimate and letter of credits.

If you have any questions, please do not hesitate to contact me.

Thanks.

Shukria

>>> David Lloyd <lloyd@archetypepa.com> 1/11/2012 12:15 PM >>>

Shukria

I was never sent the below e mail , so I need to scramble now to complete . Please call me so we can coordinate and get this application complete

David

City of Portland
Planning & Urban Development Dept./ Inspections Division
389 Congress St. Rm 315
Portland, ME 04101
jmb@portlandmaine.gov

Direct: (207) 874-8715

Office: (207) 874-8703

>>> Barbara Barhydt 1/3/2012 12:20 PM >>>

Hi Shukria:

Please contact David Lloyd and remind him that these items need to be completed before the Building Permit can be issued.

Thanks.

Barbara

>>> Shukria Wiar Tuesday, January 03, 2012 11:59 AM >>>

Hello Jeanie:

A Very Happy New Year to you.

This project was approved on 11.22.2011 but I have not heard anything from them since the approval. I do not have the final plans or the subdivision Mylar (which is signed by the Planning Board). They have not even started the process for the performance guarantee. David Lloyd will need to get in touch with Planning to finalize the project.

Please let me know if you have any questions.

Thanks.

Shukria

>>> Jeanie Bourke 1/3/2012 11:28 AM >>>

Hi Barbara & Shukria,

Hope the new year is treating you both well and best wishes for a healthy one!

Just checking on the status of this project, I see in 1 Sol it is in the Final Review. I am looking at it now and will be contacting David Lloyd for some details. I know he is anxiously awaiting the permit, if you could give me an idea....

As always,

Much Appreciated,

Jeanie



A R C H E T Y P E

October 28, 2011

Dear Neighbor:

Please join us for a neighborhood meeting to discuss our plans for the conversion of the 4th floor to eight residential units located at 531-537 Congress Street.

Meeting Location: 533 Congress Street, 1st Floor

Meeting Date: Thursday – November 10, 2011

Meeting Time: 6:00 pm

The City code requires that property owners within 500 feet of the proposed development and residents on an "interested parties list", be invited to participate in a neighborhood meeting. A sign-in sheet will be circulated and minutes of the meeting will be taken. Both the sign-in sheet and minutes will be submitted to the Planning Board.

If you have any questions, please call: Peter Skapinsky, (207) 871-1080.

Sincerely,



David Lloyd

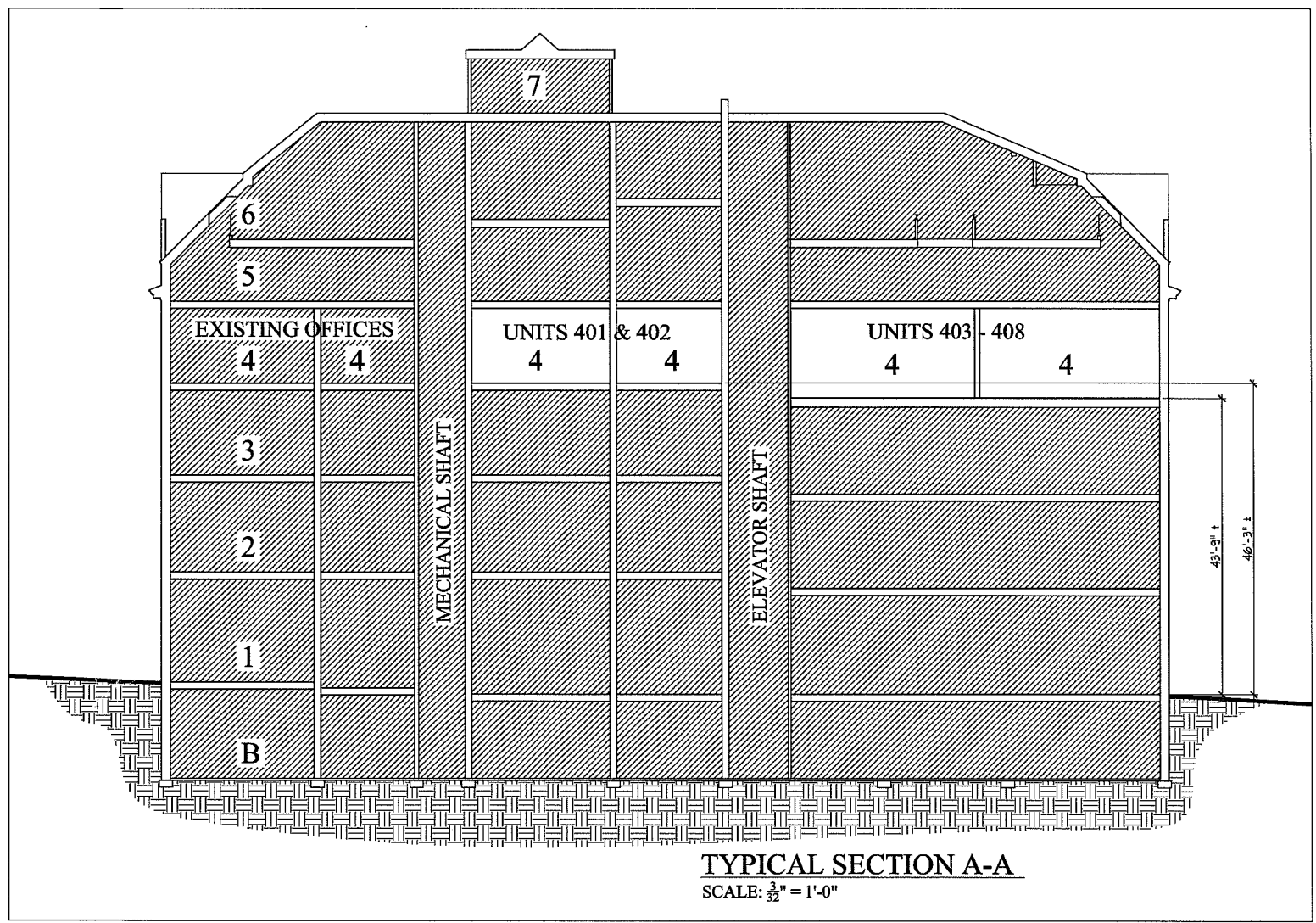
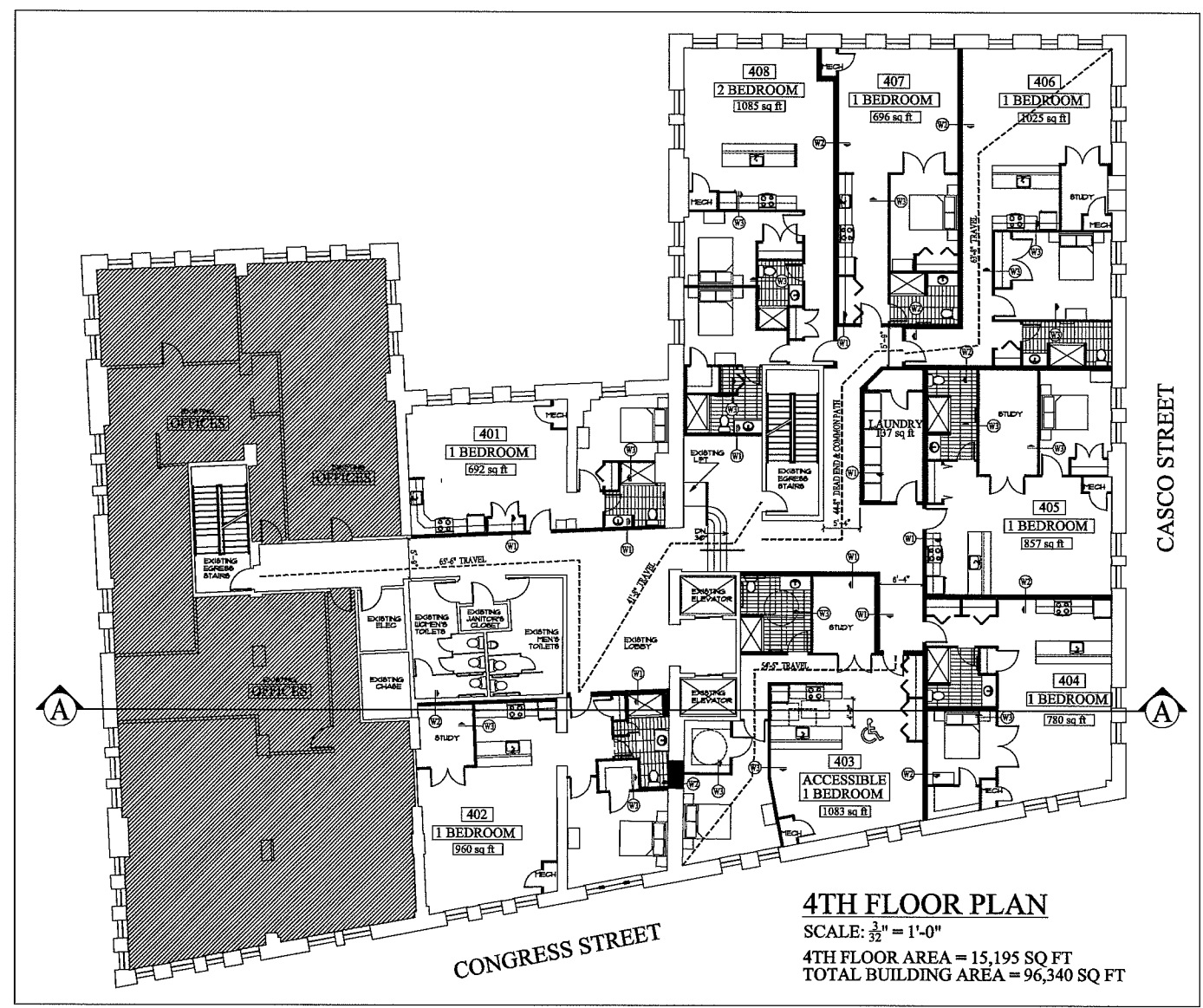
Note:

Under Section 14-32(C) and 14-525 of the City Code of Ordinances, an applicant for a Level III development, subdivision of over five lots/units, or zone change is required to hold a neighborhood meeting within three weeks of submitting a preliminary application or two weeks of submitting a final site plan application, if a preliminary plans was not submit. The neighborhood meeting must be held at least seven days prior to the Planning Board public hearing on the proposal. Should you wish to offer additional comments on this proposed development, you may contact the Planning Division at 874-8721 or send written correspondence to the Planning and Urban Development Department, Planning Division 4th Floor, 389 Congress Street Portland, ME 04101 or by email: to bab@portlandmaine.gov

J B BROWN BUILDING

537 CONGRESS STREET
PORTLAND MAINE

CONVERSION OF 4TH FLOOR INTO APARTMENTS



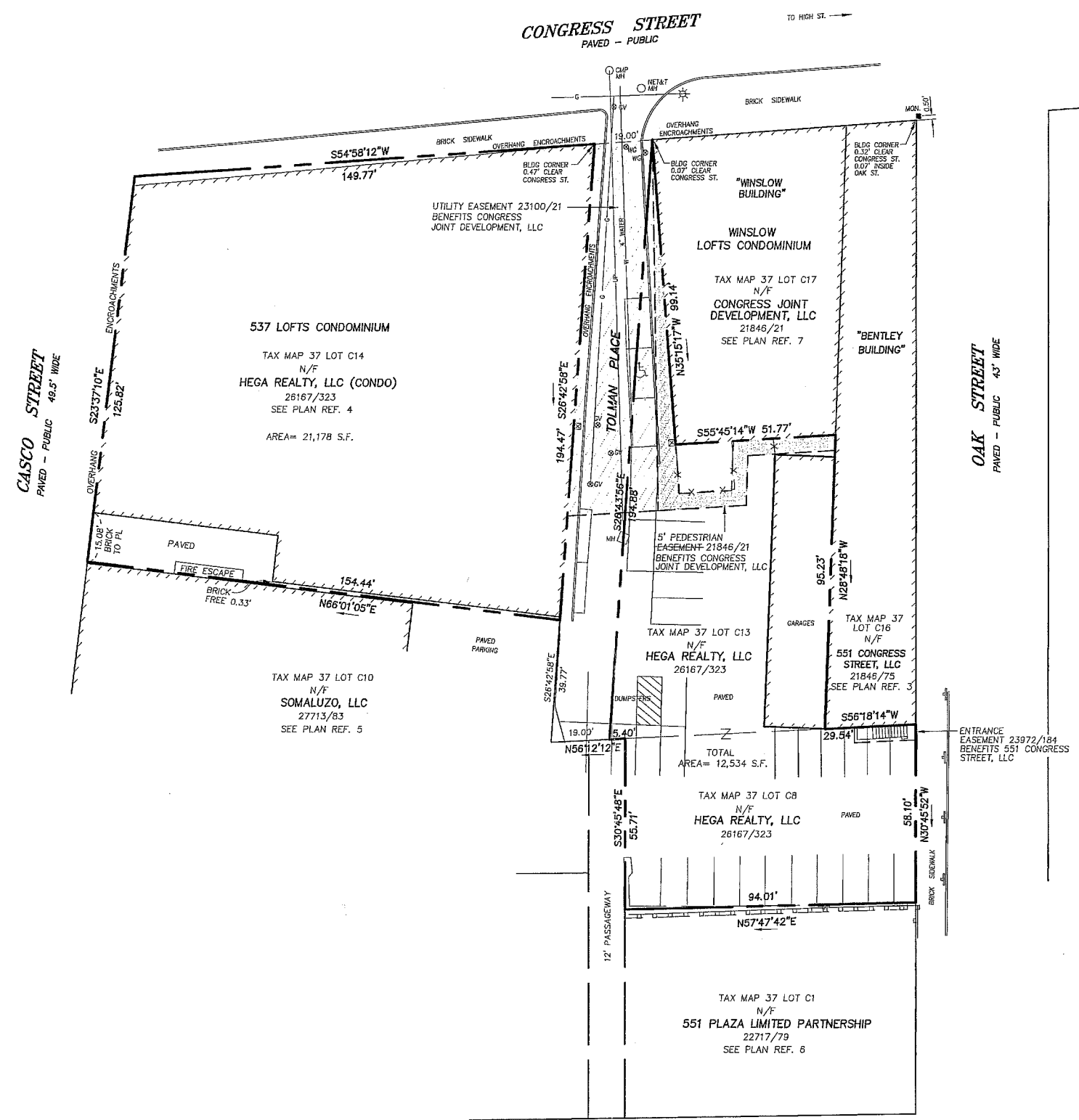
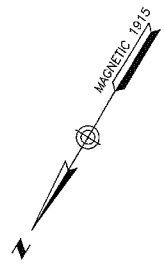
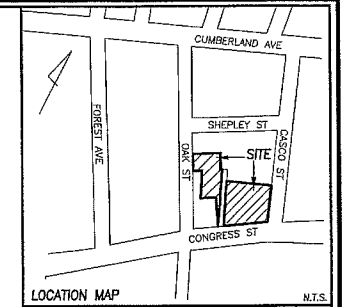
DRAWING LIST	
CIVIL DRAWINGS	
2	BOUNDARY SURVEY
ARCHITECTURAL DRAWINGS	
A1	FOURTH FLOOR PLAN
A1.1	DETAIL FOURTH FLOOR PLAN
A1.2	DETAIL FOURTH FLOOR PLAN
A2	REFLECTED CEILING PLAN
A3	WALL & FLOOR TYPES
A4	INTERIOR ELEVATIONS

RELEVANT CODES		REFERENCE
INTERNATIONAL BUILDING CODE 2009		
OCCUPANCY R-2 (RESIDENTIAL)		310
CONSTRUCTION TYPE 5B		T601
BUILDING SPRINKLED NFPA 13		903.3.1.2
ALLOWABLE AREA - 16,000 SQ.FT.	T503	
PROPOSED FLOOR AREA (15,195 SQ.FT.)		
ALLOWABLE HEIGHT (5) STORIES (4 STORY TABULAR HGT. PLUS 1 STORY SPRINKLER INCREASE)	T503	
PROPOSED HEIGHT (5) STORIES	504.2	
FIRE RESISTANCE RATING STRUCTURAL FRAME (0 HOUR)	T601	
FIRE RESISTANCE RATING EXTERIOR BEARING WALLS (2 HOUR)	T601	
FIRE RESISTANCE RATING INTERIOR BEARING WALLS (0 HOUR)	T601	
FIRE RESISTANCE RATING NON-BEARING WALLS AND PARTITIONS (0 HOURS)	T601	
FIRE RESISTANCE RATING FLOOR CONSTRUCTION (0 HOUR)	T601	
FIRE RESISTANCE RATING ROOF CONSTRUCTION (0 HOUR)	T601	
MEANS OF EGRESS		
MINIMUM REQUIRED CORRIDOR WIDTH - 44"		1018.2
FIRE PARTITIONS		
CORRIDOR FIRE PARTITION (NONBEARING) - 1/2 HR		708.1
CORRIDOR DOORS .33 HOURS IN 1/2 HOUR WALL		T-1018.1
CORRIDOR DOORS TO HAVE SMOKE CONTROL		T-715.4
DWELLING UNIT SEPARATION - 1/2 HR		715.4.3.1
		709.3 (EX. 2)
ELEVATOR LOBBIES NOT REQUIRED FOR FIRE		
ALARM REQUIRED		708.14.1 (EX. 4)
SMOKE DETECTORS REQUIRED		907.2.9
		907.2.10.2
NFPA 101 - 2006		
OCCUPANCY - RESIDENTIAL		
CONSTRUCTION TYPE III(200)		
A.8.2.1.2		
BUILDING SPRINKLED NFPA 13		
REFERENCE		
CORRIDORS SHALL HAVE A MINIMUM WIDTH OF 44 INCHES		30.2.3.3
AREA OF REFUGE NOT REQUIRED		30.2.2.12.1
TRAVEL DISTANCE WITHIN DWELLING UNIT < 125 FT		30.2.6.2
TRAVEL DISTANCE FROM UNIT TO EXIT < 200 FT		30.2.6.3.2
DEAD END CORRIDORS < 50 FT		30.2.5.4.2
COMMON PATH OF TRAVEL < 50 FT		30.2.5.3.2
FIRE ALARM SYSTEM IS REQUIRED		30.3.4.1.1
SMOKE ALARMS ARE REQUIRED		30.3.4.5
EXTINGUISHMENT SYSTEM IS REQUIRED		30.3.5.1
CORRIDOR WALLS SHALL HAVE A MINIMUM 1/2 HOUR FIRE RATING		30.3.6.1.2
CORRIDOR DOORS SHALL HAVE A MINIMUM 1/3 HOUR FIRE RATING		30.3.6.2.1
CORRIDOR DOORS SHALL BE SELF CLOSING AND SELF LATCHING		30.3.6.2.3
DWELLING UNIT SEPARATION WALLS SHALL HAVE MIN 1/2 HR RATING		30.3.7.2

CONTACTS

Architect:
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48 Union Wharf
Portland, ME
04101
(207) 772-6022

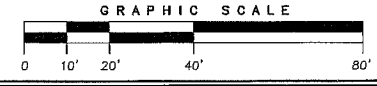
Mechanical Engineer:
Mechanical Systems
Engineers, Inc.
10 Forest Falls Drive
Yarmouth, ME
(207) 846-1441



- PLAN REFERENCES:**
- 1) PLAN OF LAND IN PORTLAND, MAINE FOR MAINE SAVINGS BANK BY H.I. & E.C. JORDAN, SURVEYORS, DATED AUG. 7, 1974. DATED NOV. 9, 1993 REV. 2 1-7-05 BY OWEN HASKELL, INC.
 - 2) PLAN OF LAND ON SHEPLEY STREET, PORTLAND, MAINE FOR HAMPSTEAD OVERLOOK, INC. BY OWEN HASKELL, INC. DATED AUG. 20, 1967.
 - 3) LAND TITLE SURVEY OF PROPERTY AT 523-547 CONGRESS ST. PORTLAND, MAINE FOR HEGA REALTY TRUST. BY OWEN HASKELL, INC. DATED NOV. 9, 1993 REVISED THROUGH JAN. 7, 2005.
 - 4) CONDOMINIUM PLAT 537 LOFTS CONDOMINIUM, FOR THE HEGA REALTY MANAGEMENT COMPANY. BY OWEN HASKELL, INC. DATED OCT. 26, 2006. RECORDED IN THE CCRD IN BOOK 206 PAGE 714.
 - 5) CONDOMINIUM PLAT 16 CASCO STREET CONDOMINIUM, FOR 16 CASCO STREET LLC. BY OWEN HASKELL, INC. DATED JUNE 25, 2007. RECORDED IN THE CCRD IN BOOK 207 PAGE 451.
 - 6) ALTA/ACSM LAND TITLE SURVEY, FOR C.B. RICHARDS, BY OWEN HASKELL, INC. DATED OCT. 21, 2002 REVISED THROUGH DEC. 15, 2002. RECORDED IN THE CCRD IN BOOK 203 PAGE 11.
 - 7) CONDOMINIUM PLAT WINSLOW LOFTS CONDOMINIUM, FOR CONGRESS JOINT DEVELOPMENT, LLC. BY OWEN HASKELL, INC. DATED SEPT. 13, 2006. RECORDED IN THE CCRD IN BOOK 206 PAGE 669.

- NOTES:**
- 1) OWNER OF RECORD: HEGA REALTY, LLC, BOOK 26167 PG. 323
 - 2) LOCUS IS SHOWN AS LOT 13, 14 & 8 BLOCK C ON CITY OF PORTLAND'S ASSESSORS MAP 37.
 - 3) BEARINGS ARE BASED ON PLAN REFERENCE 3 (MAGNETIC 1915).

- LEGEND:**
- MONUMENT FOUND
 - ☆ LIGHT POLE
 - MANHOLE
 - ⊗ GAS METER
 - ⊗ GAS VALVE
 - ⊗ WATER GATE
 - ⊗ SIGN/PARKING METER
 - W — WATER LINE
 - G — GAS LINE
 - UP — UNDERGROUND POWER
 - X — CHAIN LINK FENCE
 - C — CURB
 - □ — METAL GUARDRAIL



CERTIFICATION:
 OWEN HASKELL, INC. HEREBY CERTIFIES THAT THIS PLAN IS BASED ON, AND THE RESULT OF, AN ON THE GROUND FIELD SURVEY AND THAT TO THE BEST OF OUR KNOWLEDGE, INFORMATION AND BELIEF, IT CONFORMS TO THE BOARD OF LICENSURE FOR PROFESSIONAL LAND SURVEYORS CURRENT STANDARDS OF PRACTICE.

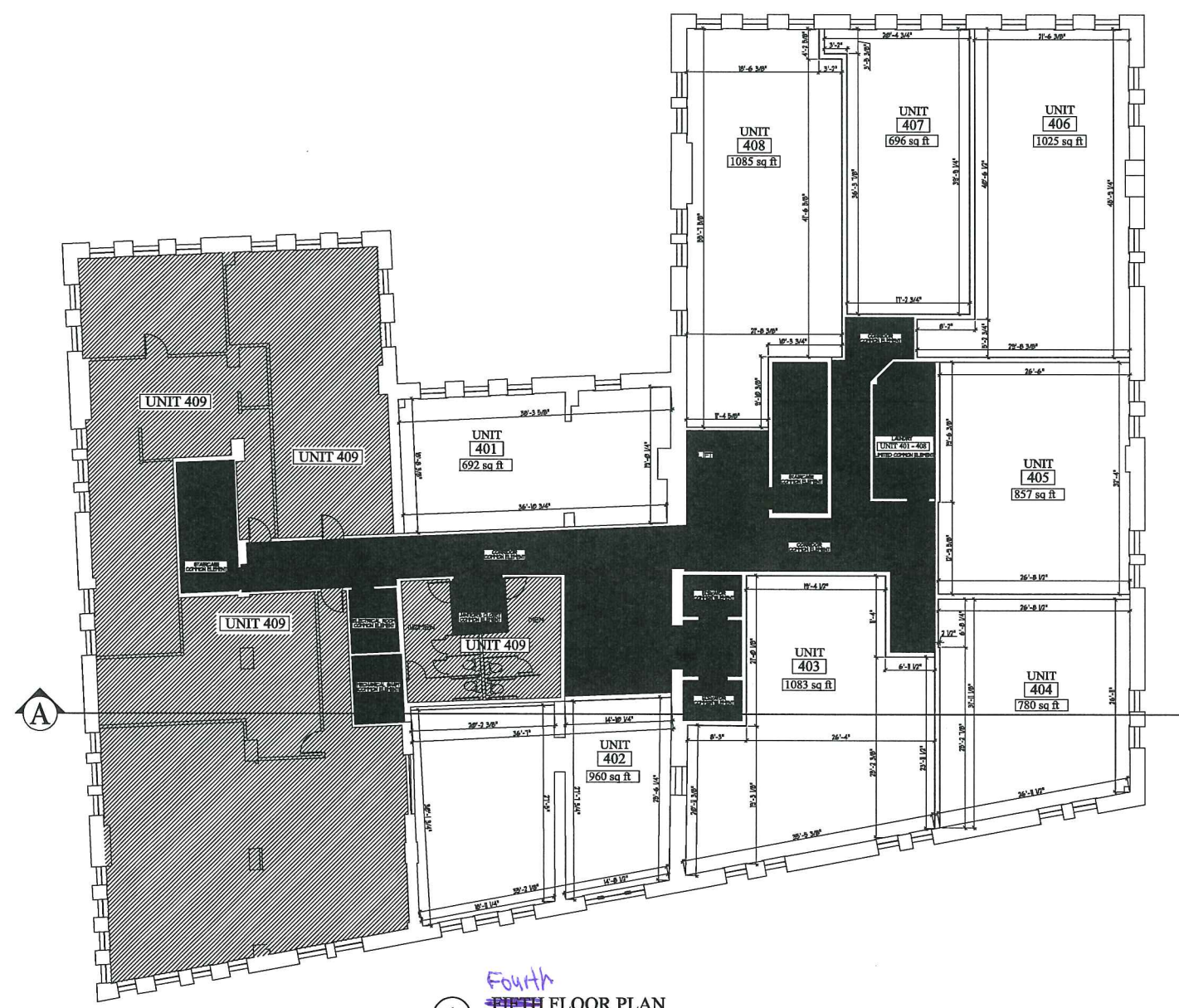
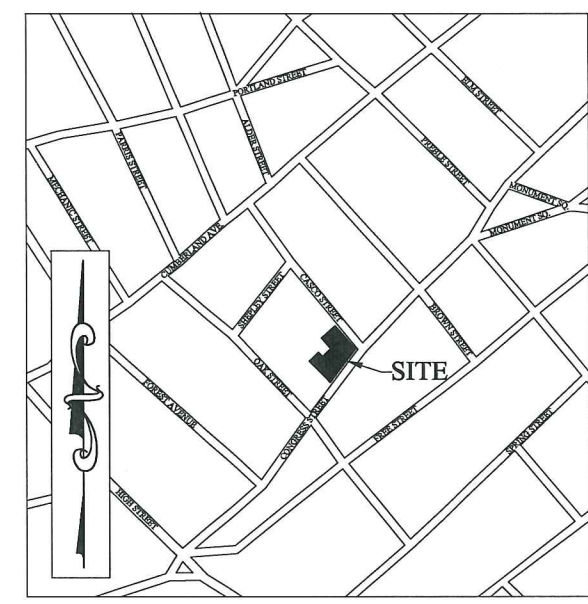


DATE: 9/29/11
 JOHN W. SWAN, PLS #1038

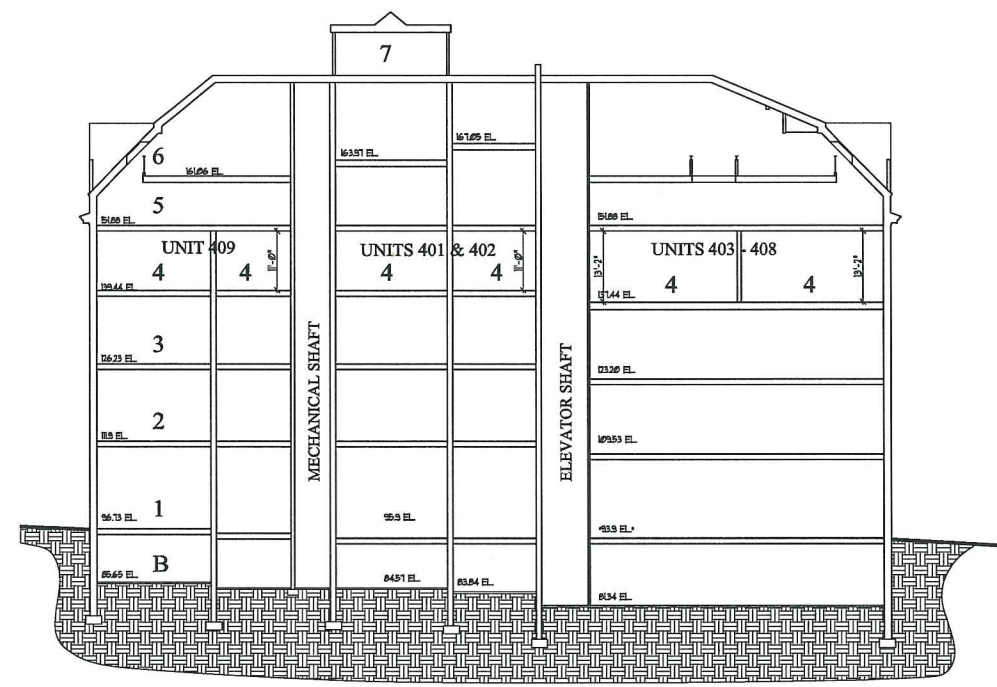
BOUNDARY SURVEY
 523-547 CONGRESS STREET
 PORTLAND, CUMBERLAND COUNTY, MAINE
 OWNER OF RECORD:
HEGA REALTY, LLC
 218 EAST ROAD, HAMPSTEAD, NH 03841

OWEN HASKELL, INC.
 16 CASCO ST., PORTLAND, ME 04101 (207) 774-0424
 PROFESSIONAL LAND SURVEYORS

Drawn By	RRL	Date	Job No.
Trace By	RRL	SEPTEMBER 22, 2011	93231P
Check By	JWS	Scale	Drwg. No.
Book No.	1107	1" = 20'	2



① **FOURTH FLOOR PLAN**
SCALE: 1" = 10'-0"



① **BUILDING SECTION**
SCALE: 1/16" = 1'-0"

GENERAL NOTES

A SUBDIVISION SHALL BE DEFINED AS THE DIVISION OF A LOT, TRACT OR PARCEL OF LAND INTO THREE (3) OR MORE LOTS, INCLUDING OF FORTY (40) ACRES OR MORE, WITHIN ANY FIVE-YEAR PERIOD WHETHER ACCOMPLISHED BY SALE, LEASE, DEVELOPMENT, BUILDINGS OR OTHERWISE AND AS FURTHER DEFINED IN 30-A M.R.S.A. SECTION 4401. THE TERM SUBDIVISION SHALL ALSO INCLUDE THE DIVISION OF A NEW STRUCTURE OR STRUCTURES ON A TRACT OR PARCEL OF LAND INTO THREE (3) OR MORE DWELLING UNITS WITHIN A FIVE-YEAR PERIOD. THE AREA INCLUDED IN THE EXPANSION OF AN EXISTING STRUCTURE IS DEEMED TO BE A NEW STRUCTURE FOR THE PURPOSES OF THIS PARAGRAPH. A DWELLING UNIT SHALL INCLUDE PART OF A STRUCTURE WHICH, THROUGH SALE OR LEASE, IS INTENDED FOR HUMAN HABITATION, INCLUDING SINGLE-FAMILY AND MULTI-FAMILY HOUSING CONDOMINIUMS, TIME-SHARE UNITS AND APARTMENTS.

UNIT SQUARE FOOTAGES	
UNIT 401 -	692 SQ.FT.
UNIT 402 -	960 SQ.FT.
UNIT 403 -	1083 SQ.FT.
UNIT 404 -	780 SQ.FT.
UNIT 405 -	857 SQ.FT.
UNIT 406 -	1025 SQ.FT.
UNIT 407 -	696 SQ.FT.
UNIT 408 -	1085 SQ.FT.

APPROVED BY CITY OF PORTLAND PLANNING BOARD

APPROVAL DATE: _____

STATE OF MAINE

_____ COUNTY REGISTRY OF DEEDS

RECEIVED _____ 20____

AT _____ h _____ m _____ M. AND RECORDED IN

PLAN BOOK _____ PAGE _____

ATTEST _____ REGISTER

Owner of Record
HEGA Realty LLC, a Maine
Limited Liability Company
c/o Dingo Management Company
One City Center
Portland, Maine 04101

Architect:
ARCHETYPE
architects
48 Union Wharf Portland, Maine 04101
(207) 772-6022 Fax (207) 772-4056

Project:
**537 LOFTS
CONDOMINIUM**
537 CONGRESS STREET
PORTLAND, ME

Revisions:

Date: 14 September 2011
Scale: As Noted

SUBDIVISION PLAT
& SUPPLEMENTAL
CONDOMINIUM PLAN

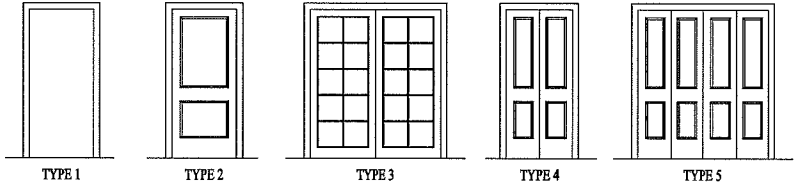
*** FINISH SCHEDULE ***

LOCATION	FLOOR	BASE	WALL	CABINET	COUNTER	CEILING
Entry/Living/Dining/Study Bedrooms	Red Oak Hardwood with clear Poly Finish	6" Painted Wood Base PT-3	PT-1	Maple with flat panel drawers and beadboard doors- see acceptable manufacturers below. Handles to be Amerock BF52992G10 96mm Allison Value pull	Green Butterfly or Tropic Brown	Painted Gypsum Board
Bathrooms	Dal Tile Colorbody Porcelain "Veranda Solida" Leather P506 (6.5" x 20")	Dal Tile Colorbody Cove Base color: Leather P506	PT-2	Maple with flat panel drawers and beadboard doors- see acceptable manufacturers below. Handles to be Amerock BF52992G10 96mm Allison Value pull	Green Butterfly or Tropic Brown	Armstrong Mesa 2' x 2' beveled Tegular Ceiling Tiles with Surface Suspension System
Mechanical Closets	Mannington Essentials VCT	4" Johnsonite Vinyl Base	PT-1	NA	NA	Painted Gypsum Board
Corridors	Shaw Carpet Tile: Float #59484, Color: Mirror #83595, installed 1/4 turn			NA	NA	Armstrong Mesa 2' x 2' beveled Tegular Ceiling Tiles with Surface Suspension System

NOTES:
 Acceptable Cabinets- Medallion "Laurel Bay" Maple with Sesame Finish, Schrock "Whittaker" Maple with wheat finish or Equal
 PT-1 Benjamin Moore HC-44 Lenox Tan
 PT-2 Benjamin Moore HC-89 Northampton Putty
 PT-3 Benjamin Moore HC-85 Fairview Taupe

*** UNIT DOOR SCHEDULE ***

DOOR No.	LOCATION	DOOR			FINISH	THRESH	FRAME	LABEL	REMARKS		
		Width	Height	Thick							
01	Entry	3'-0"	7'-0"	1-3/4"	1	Wood	Poly	Aluminum	Metal	20 min.	Smoke control
02	Inside Unit	2'-6"	7'-0"	1-3/8"	2	H.C. Moulded	Painted		Wood		
03	Inside Unit	3'-0"	7'-0"	1-3/8"	2	H.C. Moulded	Painted		Wood		
04	Study/Bedroom	(2) 3'-0"	7'-0"	1-3/8"	3	Moulded/ Glass	Painted		Wood		French Door
05	Study/Bedroom	(2) 2'-6"	7'-0"	1-3/8"	3	Moulded/ Glass	Painted		Wood		French Door
06	Closet	(2) 2'-6"	7'-0"	1-3/8"	2	H.C. Moulded	Painted		Wood		
07	Closet	(2) 3'-0"	7'-0"	1-3/8"	2	H.C. Moulded	Painted		Wood		
08	Closet	(2) 1'-6"	7'-0"	1-3/8"	4	H.C. Moulded	Painted		Wood		Bi Fold
09	Closet	(2) 2'-0"	7'-0"	1-3/8"	2	H.C. Moulded	Painted		Wood		
10	Closet	(2) 2'-6"	7'-0"	1-3/8"	5	H.C. Moulded	Painted		Wood		Bi Fold
11	Closet	(2) 3'-0"	7'-0"	1-3/8"	5	H.C. Moulded	Painted		Wood		Bi Fold
12	Mechanical Closet	2'-6"	7'-0"	1-3/8"	2	H.C. Moulded	Painted		Wood		
13	Closet	1'-6"	7'-0"	1-3/8"	2	H.C. Moulded	Painted		Wood		
14	Mechanical Closet	2'-0"	7'-0"	1-3/8"	2	H.C. Moulded	Painted		Wood		

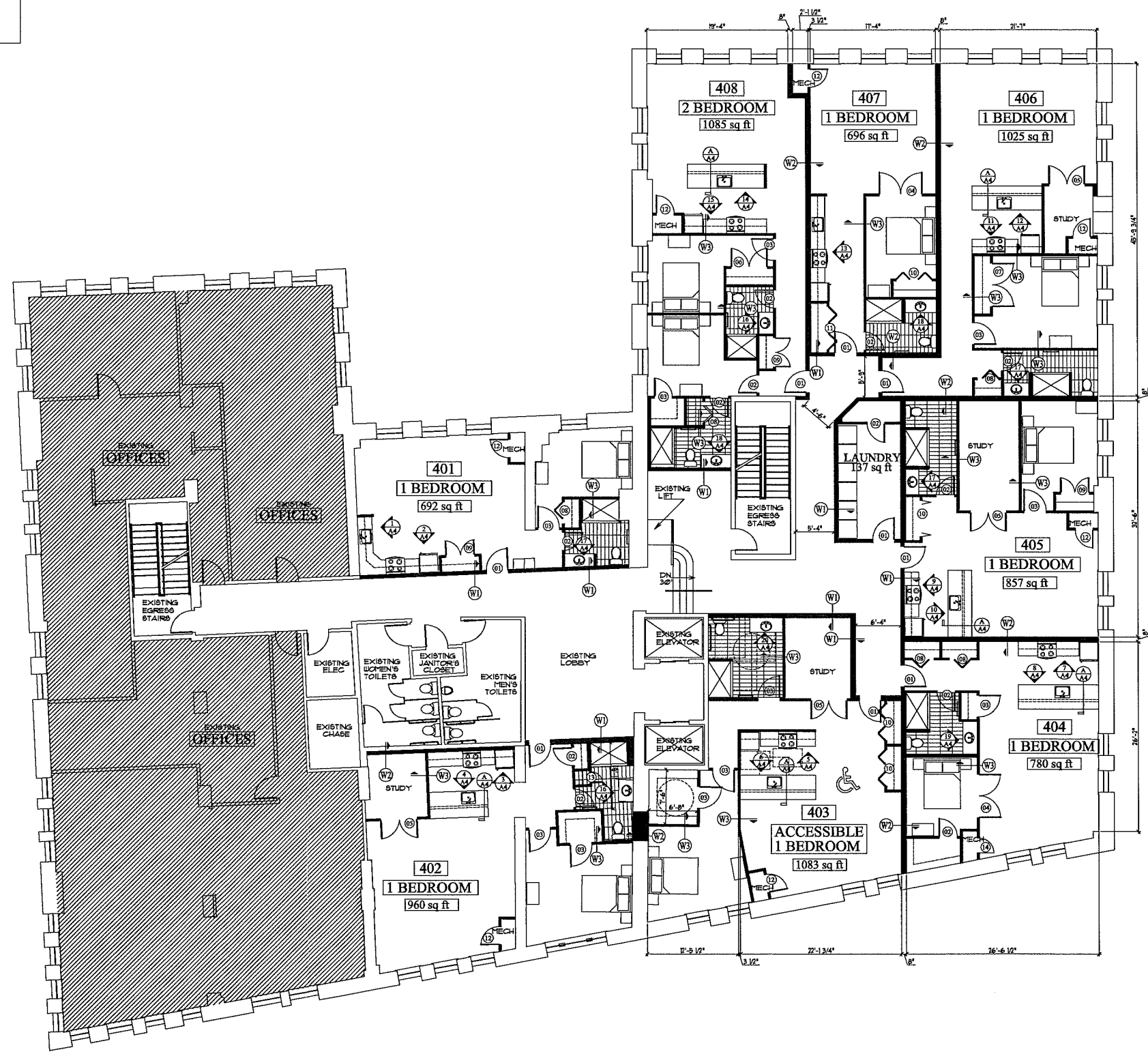


*** APPLIANCE SCHEDULE ***

ITEM	MANUFACTURER	MODEL #	DESCRIPTION	FINISH	QUANTITY
Refrigerator	LG	LFX25974ST	3 Door French Door Refrigerator 24.7 cu. ft.	Stainless Steel	8
Range	LG	LRE30453	5.6 cu. ft. Convection Electric Range	Stainless Steel	7
ADA Range- Unit 403 only	GE	JSP42SN	30" ADA Slide in Electric Range	Stainless Steel	1
Microwave	LG	LMHM2017	Over the counter Microwave	Stainless Steel	7
Microwave- Unit 403 Only	LG	LCRT 2010ST	Countertop Microwave- ADA Unit	Stainless Steel	1
Dishwasher	Bosch	SHE55M16UC	Built-in Dishwasher	Stainless Steel	8

*** PLUMBING SCHEDULE ***

ITEM	MANUFACTURER	MODEL #	DESCRIPTION	FINISH	QUANTITY
Toilet	American Standard	2034.014	Champion 4 Elongated Right Height 1 piece Toilet	White	9
48" Shower	Aker by Maax	ACSHRS/LS/NS-48 141051-L-001	Acrylic shower base and surround with seat	White	1
48" Shower Door	Aker by Maax	136453-900-084-105	Kleersa 2 Panel Frame-less glass door	Clear/Nickel	1
60" Shower	Aker by Maax	ACSHRS/LS/NS-60 141054-L-001	Acrylic shower base and surround with seat	White	8
60" Shower Door	Aker by Maax	136457-900-084-105	Kleersa 2 Panel Frame-less glass door	Clear/Nickel	8
Shower Faucet	Delta	T13220	Classic Monitor 13 Series	Chrome	9
Kitchen Sink	Provided by Granite Vendor	NA	Undermount Single Bowl Stainless steel Sink	Stainless Steel	8
Kitchen Faucet	Delta	9159-DST	Trinsic Single Handle Faucet w/ Pull down Sprayer	Chrome	8
Soup Dispenser	Delta	RP1002	Classic Soap/Lotion Dispenser	Chrome	8
Bathroom Sink	Provided by Granite Vendor	NA	Undermount ceramic Sink	White	9
Bathroom Faucet	Delta	585LF-MFU	Grail single handle lavatory faucet	Chrome	9



Owner:

Consulting Engineer:

ARCHETYPE
 architects
 48 Union Wharf Portland, Maine 04101
 (207) 772-6022 Fax (207) 772-4056

Architect:

J.B. BROWN BUILDING
 537 CONGRESS STREET
 PORTLAND, ME

Project:

Revisions:

Date: 29 September 2011
 Scale: 1/8" = 1'-0"

FOURTH FLOOR PLAN

A1