**City of Portland, Maine**

**City Council Agenda Request Form**

**TO:** Sonia Bean, Senior Administrative Assistant

**FROM:** Barbara Barhydt, Acting Planning Division Director

**DATE:**  January 22nd, 2013

**Re: Cumberland County Civic Center Easements**

1) Council meeting at which action is requested:

 1st reading: \_\_\_\_\_\_\_\_

 Final action:\_February 4, 2013\_\_

2) Can action be taken at a later date: \_\_\_ YES \_X\_ NO

If not, why not:\_Applicants wish to meet site plan approval deadline\_

3) This item is sponsored by: The Chair of the Planning Board, Carole Morrissette

 (If the item is sponsored by a Council Committee include the date the committee met and the outcome of the vote.)

**cc:** Mark Rees, City Manager

Mayor Brennan

Danielle West-Chuhta, Acting Corporation Counsel

Terry Tucker, Administrative Assistant

***If a memorandum addresses the following issues you may attach and reference the memorandum but please highlight it so staff can easily answer I-V.***

1. **SUMMARY OF ISSUE**

The Cumberland County Civic Center requested that the City Council approve five easements within City street right-of-ways that are necessary for the CCCC’s renovation project. The site plan for the CCCC renovation was approved by the Planning Board on July 24th, 2012. Descriptions of the requested easements are included in Attachment 2.

1. **REASON FOR SUBMISSION (**What issue/problem will this address?)

The easements and right of way requests are intended to allow the Cumberland County Civic Center the right to install, maintain, repair, rebuild and replace various improvements, including “entry slabs,” canopy overhangs, planters, bollards, and a grease trap, within the five easement areas. These easements are needed to accommodate the CCCC renovation.

1. **INTENDED RESULT** (How does it resolve the issue/problem?)

The intended result is to allow the Cumberland County Civic Center stewardship of the specified easement areas which will allow full implementation of redesign plans.

1. **FINANCIAL IMPACT**

There is no direct financial impact to the City related to this easement allotment.

1. **STAFF ANALYSIS & RECOMMENDATION**

The Planning Department staff recommends the Council approve these easements. It acknowledges the impact on City owned property as stated in the description of the easements.

The Corporation Council advises the Cumberland County Civic Center also be granted a Release Deed to terminate easement rights retained in the deed from the City to the CCCC in its 1974 deed. These rights lie in the entry plaza area of the CCCC. It is also advised that improvements to CMP electric lines into the CCCC from Spring Street that will require a utility easement and/or a temporary construction license for wires and construction.

**Attachments:**

1. Planning Board Report
2. Easement Deed