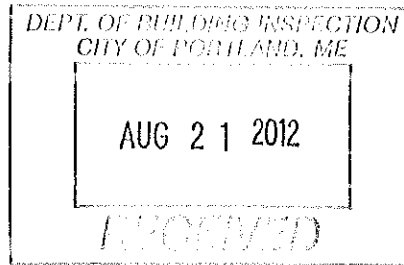


CITY OF PORTLAND, MAINE
PLANNING BOARD



Carol Morrissette, Chair
Stuart O'Brien, Vice Chair
Timothy Dean
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David Silk
Patrick Venne

August 17, 2012

Mr. Steven Crane
Cumberland County Civic Center
One Civic Center Square
Portland, Maine 04101

Mr. Ray Bolduc
WBRC Architects
44 Central Street
Bangor, Maine 04401

Project Name: Cumberland County Civic Center Project ID: #2012-505
Address: One Civic Center Square CBL: 38-D-15 and 39-C-3
Applicant: Cumberland County Recreation Center (Attn. Steven Crane)
Planner: Richard Knowland, Senior Planner

Dear Mr. Crane,

On August 14, 2012, the Planning Board voted 4-0 (O'Brien, Lewis and Venne absent) to reconsider a portion of the Cumberland County Civic Center site plan approval related to traffic circulation to ascertain the length of trucks and the turning diagrams based upon truck length.

On the basis of the application, plans, reports and other information submitted by the applicant, findings and recommendations contained in the Planning Board Report for the original decision of the Planning Board and the reconsideration of application #2012-505 (Attachment 3) relevant to the Site Plan Ordinance and other regulations, and the testimony presented at the Planning Board hearings, the Planning Board voted 4-0 (O'Brien, Lewis and Venne absent) that the plan is in conformance with the site plan standards of the land use code, subject to the following conditions of approval:

1. That easements depicted on the site plan within City street rights-of-way shall be reviewed and approved by the City Council prior to February 15, 2013.

2. That the applicant shall submit a revised site plan addressing the review comments of Tom Errico (Traffic Review Consultant), memo dated July 19, 2012, for review and approval prior to February 15, 2013. The applicant shall provide flaggers for all truck movements at Center and Free Streets and at Free and Temple Streets. If, however, the applicant submits evidence to Thomas Errico, P.E. that the flaggers are not needed at Temple and Free Streets, then the requirement for flaggers can be released by the Planning Authority. 1
3. That the applicant and all assigns, must comply with the conditions of Chapter 32 Storm Water including Article III. Post-Construction Storm Water Management, which specifies the annual inspections and reporting requirements. The developer/contractor/subcontractor must comply with conditions of the construction storm water management plan and sediment and erosion control plan based on City of Portland standards and state guidelines.
4. That the applicant shall submit a revised site plan addressing the review comments of David Margolis-Pineo (Department of Public Services Engineer) memo dated July 19, 2012 for review and approval and submission of a letter from the City of Portland confirming sewer capacity for the project prior to issuance of a building permit.
5. That the applicant shall submit an implementation plan to the Planning Authority for the public art murals depicted along the Free Street façade of the Civic Center. The plan shall consist of such elements as implementation measures and management of the murals subject to the review and approval of the Planning Authority prior to the issuance of a certificate of occupancy.
6. That the applicant shall submit to the Planning Authority for review and approval, a signage master plan for all exterior signs including electronic message signs prior to the issuance of a certificate of occupancy.
7. The landscaping plan shall be subject to the review and approval of the City Arborist prior to February 15, 2013.
8. Upon completion of the Spring Street Free Street Area Streetscape Plan, the Planning Authority will review the Civic Center site plan to determine if further adjustments (if any) should be made to the streetscape improvements shown on the Civic Center site plan prior to February 15, 2013 unless extended by the Planning Authority.

The waivers granted for the Cumberland County Civic Center application at the July 24, 2012 meeting remain valid and the approval letter is included as Attachment 1.

1 Condition amended at the reconsideration of the Civic Center site plan held on August 14, 2012.
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STANDARD CONDITIONS OF APPROVAL

Please note the following standard conditions of approval and requirements for all approved site plans:

1. **Develop Site According to Plan** The site shall be developed and maintained as depicted on the site plan and in the written submission of the applicant. Modification of any approved site plan or alteration of a parcel which was the subject of site plan approval after May 20, 1974, shall require the prior approval of a revised site plan by the Planning Board or Planning Authority pursuant to the terms of Chapter 14, Land Use, of the Portland City Code.
2. **Separate Building Permits Are Required** This approval does not constitute approval of building plans, which must be reviewed and approved by the City of Portland's Inspection Division.
3. **Site Plan Expiration** The site plan approval will be deemed to have expired unless work has commenced within one (1) year of the approval or within a time period up to three (3) years from the approval date as agreed upon in writing by the City and the applicant. Requests to extend approvals must be received before the one (1) year expiration date.
4. **Preconstruction Meeting** Prior to the release of a building permit or site construction, a pre-construction meeting shall be held at the project site. This meeting will be held with the contractor, Development Review Coordinator, Public Service's representative and owner to review the construction schedule and critical aspects of the site work. At that time, the Development Review Coordinator will confirm that the contractor is working from the approved site plan. The site/building contractor shall provide three (3) copies of a detailed construction schedule to the attending City representatives. It shall be the contractor's responsibility to arrange a mutually agreeable time for the pre-construction meeting.
5. **Department of Public Services Permits** If work will occur within the public right-of-way such as utilities, curb, sidewalk and driveway construction, a street opening permit(s) is required for your site. Please contact Carol Merritt at 874-8300, ext. 8828. (Only excavators licensed by the City of Portland are eligible.)
6. **As-Built Final Plans** Final sets of as-built plans shall be submitted digitally to the Planning Division, on a CD or DVD, in AutoCAD format (*.dwg), release AutoCAD 2005 or greater.

The Development Review Coordinator must be notified five (5) working days prior to the date required for final site inspection. The Development Review Coordinator can be reached at the Planning Division at 874-8632. All site plan requirements must be completed and approved by the Development Review Coordinator prior to issuance of a Certificate of Occupancy. Please schedule any property closing with these requirements in mind.

If there are any questions, please contact Richard Knowland at (207) 874-8725.

Sincerely,



Carol Morrissette, Chair
Portland Planning Board

Attachments:

1. July 24, 2012 Approval letter, dated August 2, 2012
2. Staff Review Memos of Tom Errico, David Senus and David Margolis-Pineo
3. Planning Board Report
4. Portland City Code: Chapter 32
5. Performance Guarantee Packet

Electronic Distribution:

cc: Jeff Levin, Director of Planning and Urban Development
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Katherine Earley, Engineering Services Manager, Public Services
Bill Clark, Project Engineer, Public Services
David Margolis-Pineo, Deputy City Engineer, Public Services
Doug Roncarati, Stormwater Coordinator, Public Services
Greg Vining, Associate Engineer, Public Services
Michelle Sweeney, Associate Engineer
John Low, Associate Engineer, Public Services
Rhonda Zazzara, Field Inspection Coordinator, Public Services
Mike Farmer, Project Engineer, Public Services
Jane Ward, Administration, Public Services
Jeff Tarling, City Arborist, Public Services
Captain Chris Pirone, Fire Department
Thomas Erriso, P.E., TY Lin Associates
David Senus, P.E., Woodard and Curran
Rick Blackburn, Assessor's Department
Anita LaChance, Assistant City Manager
John Kenny, WBRC Architects, 44 Central Street, Bangor, ME 04401
Approval Letter File