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 **Planning & Urban Development Department**

 Jeff Levine, AICP, Director

 **Planning Division**

 Alexander Jaegerman, FAICP, Director

February 8th, 2013

Jason Blais, Project Manager

Opechee Construction Corporation

11 Corporate Drive

Belmont, NH 03220

**Project Name: Request for approval to advance site work for**

 **Mixed Use Development at 321 Commercial Street (corner Maple Street)**

**Project ID: 2012-615 CBL: 40-E-3**

**Address: 321 Commercial Street**

**Applicant: J B Brown & Sons**

**Planner: Jean Fraser**

Dear Mr Blais:

Thank you for your letter dated February 4th, 2013 requesting approval to undertake site work prior to the receipt of a building permit.

On January 22nd, 2013, the Portland Planning Board approved with conditions a Mixed Use Development at 321 Commercial Street (corner Maple Street) to construct a six story mixed use condominium building comprising up to 113,321 sq ft, including restaurant space, a 131 room hotel, and up to 14 residential units along with 33 on-site parking spaces.

As provided in Section 14-532, this letter serves as the written permission from the Planning Authority to commence site work on this project prior to the issuance of a building permit and prior to posting the performance guarantee. The commencement of site work is limited to the extent of work outlined in your letter dated February 4, 2013 (attached) as listed below and is subject to the conditions outlined in this letter:

Extent of Work

1. Install erosion and sedimentation control as shown on (approved) Sheet CO7;
2. Perform demolition work shown on (approved) Sheet CO3 that falls within the site property lines. No demolition work to take place beyond the property lines prior to a building permit.
3. Cut/fill of the building footprint to an elevation of 12 feet.
4. Install a rammed aggregate ground improvement system within the building footprint (using Helical Drilling).

Conditions

1. That all cobblestones located on the site shall be carefully removed and salvaged, stored in a secure location and reused in the construction of the new access drive at Foundry Lane.
2. That a Construction Management Plan (at least one that relates to this phase of the work) shall be submitted, reviewed and approved prior to the pre-construction meeting and commencement of the site work subject of this letter. This Plan should include the broad program of the work and address management of vehicle access; traffic management arrangements including for current users of the site and the routes for demolition and site work vehicles; pedestrian accommodations; control of dust, noise and vibration; proposed methods for preventing material from being deposited on the streets; and a plan for keeping neighbors informed of any activities that may have adverse impacts on them.

Please be advised that you must obtain any permits that may be required from Public Works for the temporary closing of any sidewalks, any street openings and any temporary loss of on-street parking. Building permits must be obtained from the Inspections Division, and the performance guarantee must be posted, prior to the commencement of any construction of any buildings, foundations or structures. Also please see attached the Citys Ordinance regarding construction activities and the associated Department of Public Services waiver request form re hours of work.

Prior to the start of any site or demolition work, a pre-construction meeting shall be held at the project site with the contractor, Development Review Coordinator, Public Service’s representative and owner to review the construction schedule, erosion and sedimentation controls, and other critical aspects of the site work. It shall be the contractor's responsibility to arrange a mutually agreeable time for the pre-construction meeting.

The approval to proceed with the demolition and site work is based on the submitted request of February 4, 2013 and the approved subdivision/ site plan as referenced in the Planning Board approval letter dated January 28, 2013 (attached). If you need to make any modifications to the approved subdivision/site plan, you must submit revised plans for staff review and approval.

Please contact Philip DiPierro, Development Review Coordinator at 874-8632 regarding the preconstruction meeting.

If you have any questions, please contact Jean Fraser on 874 8728.

Sincerely,

Barbara Barhydt

Acting Planning Division Director

Attachments:

1. Request letter from Opechee Construction Corporation dated February 4, 2013;
2. Planning Board Subdivision and Site Plan Approval letter;
3. City Ordinance regarding Construction, and DPS Waiver request form re hours of work.

cc:

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| Jeff Levine, AICP, Director of Planning and Urban DevelopmentAlexander Jaegerman, FAICP, Planning Division DirectorBarbara Barhydt, Development Review Services ManagerJean Fraser,PlannerPhilip DiPierro, Development Review Coordinator, PlanningMarge Schmuckal, Zoning Administrator, Inspections DivisionTammy Munson, Inspection Division DirectorLannie Dobson, Administration, Inspections DivisionGayle Guertin, Administration, Inspections DivisionMichael Bobinsky, Public Services DirectorKatherine Earley, Engineering Services Manager, Public ServicesBill Clark, Project Engineer, Public ServicesDavid Margolis-Pineo, Deputy City Engineer, Public ServicesDoug Roncarati, Stormwater Coordinator, Public ServicesGreg Vining, Associate Engineer, Public Services | Michelle Sweeney, Associate EngineerJohn Low, Associate Engineer, Public ServicesRhonda Zazzara, Field Inspection Coordinator, Public ServicesMike Farmer, Project Engineer, Public ServicesJane Ward, Administration, Public ServicesJeff Tarling, City Arborist, Public ServicesJeremiah Bartlett, Public ServicesCaptain Chris Pirone, Fire DepartmentDanielle West-Chuhta, Corporation CounselThomas Errico, P.E., TY Lin AssociatesDavid Senus, P.E., Woodard and CurranRick Blackburn, Assessor’s DepartmentApproval Letter FileApplicant (Vincent Veroneau of J B Brown & Sons) |