

44-H-4

2002-0115

34 Gray St.

St. Dominics Family Housing

PROP

on Spreadsheet

MAINE IRISH
HERITAGE CENTER

Kitchen Space

Kitchen space would be shared.

Lower Level Configuration

We are aware of the limitations imposed by the pole configuration in the lower level function room. As we have discussed, the three middle poles can be removed and replaced with structural steel if there is a compelling financial reason to do so. Before undertaking that project, however, we would suggest actually experimenting with different seating configurations to determine if it is necessary. We have accommodated 150+ for film events and 200+ for musical events in the lower level without "sightline" problems.

We have three years of experience with productions in the space and believe that there are several enhancements which would greatly improve the usability of the space for theatrical productions. These include modest lighting upgrades and a reconfiguration of our existing "house" sound system.

Library

The Maine Irish Heritage Center Library and Genealogy Center is scheduled to open Spring 2006. This space will be used throughout the day and during the evening for meetings, workshops and research. It may be available to CTM as a "green room" for productions, etc.

Parking

As you may recall from our discussions, we have the full use of the parking lot immediately behind the building after 5:00 p.m. on weekdays and from 5:00 p.m. on Friday through 8:00 a.m. Monday. We may have also identified a number of spaces that would be available for CTM staff at a nominal cost parking during the business hours.

MIHC Space Requirements

The MIHC would maintain control of its own office space and the library. Other space could be available to either organization on a shared or dedicated basis.

Next Steps

I suggest a sub-committee of each board meet to have an earnest discussion about each of the following:

- Financial structure for a possible agreement (short-term lease, long-term lease, purchase with lease back, other)
- Capital improvements necessary for occupancy
- Maintenance, repairs and upkeep
- Policy for use of facilities by third parties
- Scheduling and building administration

The Maine Irish Heritage Center Board of Directors is committed to finding a partner who can join us in occupying this historic building and we are prepared to meet at your earliest convenience. Please contact me to schedule a meeting for the subcommittee. If you have other board members or advisors who you would like to have view the space, please contact me at 207-485-1605 (cell) to schedule.

Thanks for your consideration.

Island View Apartments

Grand Opening



Friday, October 18, 2002

*Maine State Housing Authority, Key Bank of Maine,
the City of Portland and Silver Street Development
Corporation*

*cordially invites you to celebrate the
Grand Opening of Island View Apartments*

***Friday, October 18, 2002
10:00 a.m.***

*151 North Street
Portland, Maine 04101*

*Refreshments and coffee will be served immediately
following the program*

X. MOTIONS FOR THE BOARD TO CONSIDER

On the basis of plans and material submitted by the applicant and on the basis of information contained in Planning Report #59-02 relevant to the standards of Site Plan, Subdivision and Historic Preservation Review and the Conditional Use Standards of the R-6 zone, the Planning Board finds:

Unit 1- St. Dominic's Family Housing

- i. That the proposed development is/is not in conformance with the Subdivision Ordinance of the Land Use Code

Potential Conditions of Approval:

1. *-that the subdivision plat be amended to include the book and page numbers of referenced deeded easements.*

- ii. That the proposed development is/is not in conformance with the Site Plan Ordinance of the Land Use Code

Potential Conditions of Approvals:

1. *-that a copy of an executed license agreement be reviewed and approved by Corporation Counsel.*
2. *-that the condominium documents will be reviewed and approved by Corporation Counsel.*

- iii. That the plan (meets/fails to meet) the Standards for Review of Construction and the Standards for Review of Alterations of the Historic Preservation Ordinance.

Unit 2- Irish Heritage Center

- i. That the proposed development is/is not in conformance with the Site Plan Ordinance of the Land Use Code

Potential Conditions of Approvals:

1. *-that a copy of an executed license agreement be reviewed and approved by Corporation Counsel.*
2. *-that the condominium documents will be reviewed and approved by Corporation Counsel.*

- ii. The proposed lighting plan (will not/will) produce unacceptable levels of glare and/or light trespass and therefore the Site Lighting Standards for this application (are/are not) waived.

5. That the applicant procure conditional use of property as a community hall in accordance with the City Ordinance

Malone,
Kritchels,
Luck
Beal
4-0

3. be provided to staff for review + approval
the details for wooden sidewalk to be installed between the applicant + and Mr. Costin.

4. Property line between (field located) applicant + Gray street abutter be ...

4-0

4-0

40

- iii. That the plan (meets/fails to meet) the Standards for Review of Construction and the Standards for Review of Alterations of the Historic Preservation Ordinance.
- iv. That the plan is/is not in conformance with the Conditional Use Standards of the Land Use Code.

TABLED

~~to be reviewed and approved by the
City's Historic Commission.~~

ANNUAL REPORT
Development Review Program

10/4/02

1. A busy year!
 - a. # applications received
 - i. minor-minor
 - ii. major
 - iii. minor
2. Development Review Team: Kandi, Jonathan, Jay , Sarah
3. Three new Planning Board members: Lee Lowry, Sarah Luck, Kevin Beal
4. Improved communication
 - a. Neighborhood meetings held by applicants
 - b. Public comment heard at workshops
 - c. Notification of receipt of application
5. Teamwork
 - a. Development review team is made up of several departments and disciplines throughout City Hall
 - b. Consistent and credible monitoring of construction in the field
 - c. SWOT meeting participation
6. Urban Insight
 - a. Improved tracking and record keeping
 - b. Ability to identify trends in development

Photos:

Bayside Office Building
Hilton Garden Inn Construction
Stuart Street PRUD
Wednesday Review Meeting
Planning Board?

Charts:

Minor, major, minor-minor reviews
2000 vs 2002 #s?

IRISH HERITAGE CENTER PARKING MANAGEMENT PLAN

The Irish Heritage Center (IHC) offers the following description of a parking management plan that will continue to be reviewed and updated as other options become available. We appreciate the concern from the neighborhood regarding parking shortages and in no way wish to add a burden to the limited street parking that now exists. We also recognize that the IHC is listed on the Historic Registry and is, therefore, legally exempt from the standard parking requirements for other community center properties. This plan is intended to reflect our commitment to providing a solution that will allow a full range of activities to occur at the IHC, that will be “ramped up” over the next two years after renovation is completed.

1. Daily operations: Six parking spaces will always be available during the normal daytime hours of operation. These spaces are located along the wall of the rear of the building, with one space located in the adjacent Girls School/housing lot. (There are 19 spaces in the Housing side and only 18 are required for tenants.) IHC will have two full time staff leaving four available spots for guest visitors. For daytime meetings (9:00 a.m. to 5:00 p.m.) there are 19 shared spaces in the adjacent Girls School lot that will be owned by PROP/Portland West. The IHC does not plan to use those spaces for overflow, but wants to acknowledge the level of cooperation between the Housing side of the building and the IHC side.
2. Evening events will be restricted to the lower level during at least the first six –twelve months of operation, depending upon the construction timetable. The anticipated average number of persons for the first floor use is 125-150 persons. Free parking has been secured at Reiche School (23 spaces; up to 40; firm), Catholic Charities Maine (29; firm), and 268 Spring Street (8 spaces, firm), owned by Betty Pomeroy. With the six from IHC, the total is 66 spaces.
3. This space use limitation will easily be satisfied as per the Planning Board’s parking ratio formula of 1 space per five adults, or 30. The types of events may include Irish language classes, Irish dance classes, public education forums, community dinners, board meetings for the IHC and the Irish American Club, non-profit board and staff meetings, public lectures and Irish history classes. The size and use of these groups will vary, with some as standard monthly events and others only for occasional use. It is important to note that dance, language classes, board meetings and committee meetings will be attended by group sizes ranging from 10-25 people. These regular events will not compete with city parking as the CCM lot and IHC spaces easily accommodate this group size.
4. A regular weekly event, Bingo, is being designed to respond to and specifically attract seniors and immediate neighbors. We anticipate 50-75% of those attending Bingo will reside in the immediate neighborhood and will walk to this function. We believe the many of the same population will comprise monthly and quarterly dinners, designed primarily for the neighbors and former members of St. Dominic’s Church. These events will be fully covered, therefore, by parking options identified in #2.

Once the former sanctuary is open for use it will have a capacity of between 200--350 persons, depending upon the event. (Dinners will require tables & chairs, thereby limiting the number of seats. Concerts will book at full capacity.) For these events additional parking solutions have been created. They include shuttling participants from a number of available sites. (See Chart Below.)

When events are booked, shuttle services will be arranged and participants will be notified of shuttle options. Shuttle buses or vans will accommodate the capacity per lot, and will operate in a timely schedule.

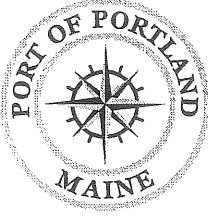
5. **NOTIFICATION:** Participants will be notified of parking options and encouraged to plan for limited parking when they purchase event tickets, as well as when events are booked with agents. Our neighborhood parking plan will be graphed onto an area map for both individual handout and visual review on the IHC office wall. The IHC Executive Director and Secretary will specifically discuss this with all groups using any space in the building.
6. The IHC will respond to any parking issues that may arise as the community center becomes fully operational. Every attempt to work cooperatively with the neighbors and the city to incorporate ideas or new solutions and to do related problem solving will be ongoing.

SUMMARY:

Daily Operations: 6 Spaces on Site. 2 staff; 4 for guests.

Small & Midsize Events: 66 Spaces on site and in neighborhood.
 6 On Site (IHC)
 29 On Site (Catholic Charities Maine)
 23 Reiche School (can be as high as 40 spaces)
 8 268 Spring Street (Home of Betty Pomeroy)
 66 TOTAL

Larger Events: 66 Spaces (Above)
 50-250 Spaces City of Portland International Ferry Terminal
 (Nov. –May, walking or with shuttle)
 150 Spaces Portland Fish Pier (yr. round; walking or yr. round)
 60 Spaces Bubba’s Lounge on State Street (yr. round)
 70 Spaces (Cheverus School) with shuttle van or bus, yr. round



CITY OF PORTLAND, MAINE
DEPARTMENT OF PORTS & TRANSPORTATION

May 24, 2002

Ms. Linda Hogan, Director
Irish Heritage Center
P.O. Box 7588
Portland, ME 04112-7588

RE: *Parking Availability*

Dear Ms. Hogan:

I am writing this letter in response to your recent inquiry about the availability of parking at any of the City's waterfront facilities for events that you may have at the Irish Heritage Center. While parking is very limited and at a premium on the waterfront these days, we could potentially accommodate evening event parking at two of our facilities.

The parking lots on the Fish Pier are often underutilized during evenings and weekends. We may be able to accommodate evening and weekend parking for up to 150 cars on the Fish Pier, therefore, for an evening or weekend events. This event parking could potentially be available year-round. We would either charge on a per car basis or could discuss the possibility of leasing you a set number of spaces for a flat fee.

In addition, we often have availability at our International Marine Terminal (IMT) facility during the off-season, from approximately November 1st through May 15th, when the Scotia Prince Ferry is not making its seasonal runs between Portland and Nova Scotia. While the parking lot at the IMT is usually filled with cargo containers during this off-season, we often do have the queuing lanes area available for most of the winter months. This area is used for snow collection and can sometimes be unavailable if we are having a lot of snowfall in the winter months, but parts can usually be kept clear enough to accommodate some parking, particularly for a one-time event. This area could potentially accommodate 50 – 250 vehicles. Like the Fish Pier, we could charge for this parking on either a per car or bulk basis.

I hope this information is helpful as you consider your development and operations planning. Please feel free to contact me if I can be of any additional assistance.

Sincerely,

David L. Cohan
Waterfront Property Manager

Cc: Jeffrey W. Monroe, Director
Benjamin Snow, Marine Operations Manager

Ltr052402a

May 22, 2002

Ms. Linda Hogan
Project Director
Irish Heritage Center
PO Box 7588
Portland, ME 04112-7588

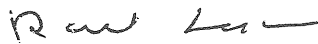
Dear Ms. Hogan,

This letter is written to confirm the availability of 60 parking spaces for the Irish Heritage Center at my extended lot on 92 Portland Street, Portland, ME.

These spaces are available week nights after 5:30 p.m. and all day on weekends, at no charge to your non-profit organization.

I support the efforts of the Irish Heritage Center and wish you well with this great project.

Sincerely,

A handwritten signature in cursive script, appearing to read "Robert Larkin".

Robert Larkin
92 Portland St.
Portland, ME 04101

Ms. Betty Pomeroy
268 Spring Street
Portland, ME 04102

May 21, 2002

Ms. Linda Hogan
Project Director
Irish Heritage Center
PO Box 7588
Portland, ME 04112-7588

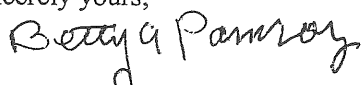
Dear Linda,

I am writing to offer the use of eight parking spaces located in the neighborhood of the former St. Dominic's Church. My property is 268 Spring Street, which is within walking distance of the building and can be used nights and weekends for events offered by the Irish Heritage Center.

I am the Vice President of the Irish American Club and very excited about the IAC's plans to hold programs and events at the former St. Dominic's Church, especially since the building was built by Irish immigrants. I believe re-opening the building as a community center will be good for the neighborhood, and for the city.

Please let me know if there is anything else I can do to support the project.

Sincerely yours,


Betty Pomeroy

Bishop Joseph J. Gerry
O.S.B.
President

May 13, 2002

Patricia M. Collins
Chairperson

John M. Kerry
Chief Executive Officer

Irish Heritage Center
c/o Linda Hogan
P.O. Box 1106
Portland, ME 04104

Dear Linda:

Catholic Charities Maine supports the efforts of your organization to develop an Irish Heritage Center in the St. Dominic's Church building. We commit that our twenty-nine (29) parking spaces in our lot at 66 State Street can be used by patrons of events held at the Center during hours in which tenants of our facility are not in operation. Please arrange to finalize details of this agreement with our Program Director, Don Harden.

I wish you well in your efforts to undertake this very worthwhile project.

Very truly yours,



John M. Kerry
Chief Executive Officer

JMK/maf

ACCREDITED



COUNCIL ON ACCREDITATION
OF SERVICES FOR FAMILIES
AND CHILDREN, INC.



United Way

Portland Public Schools

Administrative Offices
331 Veranda Street, Portland, Maine 04103-5599
207-874-8100



May 8, 2002

Linda Hogan
Irish Heritage Center
P. O. Box 7588
Portland, ME 04112-7588

Dear Ms. Hogan:

This letter is in response to yours of May 6, 2002 and provides additional information to my previous letter of April 26, 2002. Both letters are attached.

As we discussed on the phone, there are approximately 55 parking spaces serving Reiche School. In addition, the school Principal advises that 50%-60% of those spaces are used by the community during non-school hours, including weekends. Based on that information, approximately 23 parking spaces could conceivably be available for use by the Irish Heritage Center.

The procedure for processing an agreement, addressed in my original letter, will still have to be followed.

I hope this information is helpful.

Sincerely,

A handwritten signature in dark ink, appearing to read 'H. J. Dresch', with a long horizontal flourish extending to the right.

H. J. Dresch, P. E.
Facilities & Property Services Manager

Copy: Mary Jo O'Connor, Superintendent of Schools
Jonathan Spence, Planning Dept.
Ken Kunin, Principal, Reiche School
Charles Lane, Corporation Counsel



May 1, 2002

Linda Hogan
Irish Heritage Center
Portland, Maine

Dear Linda,

This letter is to confirm that Portland West will make our 15 passenger vans available on an as needed basis for the Irish Heritage Center to use to shuttle people from satellite parking areas at Reiche School (or other satellite parking areas) to the Irish Heritage Center during performances or events.

We will need one week advance notice to assure availability of the van(s). Reimbursement for expenses (gas or mileage basis) will be agreed upon at a later date.

Sincerely,

A handwritten signature in black ink, appearing to read "Tom Pearson", is written over the typed name.

Tom Pearson
Director of Program Services

CHEVERUS

The Jesuit College Preparatory School of Maine

30 May 2002

The Irish Heritage Center
P.O. Box 7588
Portland, MAINE 04112

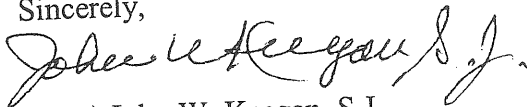
To whom it may concern:

I hereby give permission to patrons of the Irish Heritage Center to use up to seventy (70) Parking spaces at Cheverus High School for weekday evening events and for Saturday or Sunday afternoons according to availability in light of events scheduled at Cheverus High School.

I would request that prior notice be given to Cheverus on the specific dates that the Parking will be needed or utilized at the school.

Cheverus High School is happy to support the efforts of those who are establishing and supporting the Irish Heritage Center.

Sincerely,



(Rev.) John W. Keegan, S.J.
President

2. Please require that landscape buffering /screening be placed along the lower perimeters of the parking lot A2 that abuts Lot C. The current use of the proposed SDFH parking areas is primarily during business hours. The proposed uses of the SDFH and the IHC will significantly increase pedestrian (dumpster use and functions) and vehicle traffic in those lots. *Attached please find pg. VI-14, 6.2. Screening of Parking from Surrounding Properties of Similar Use/Guidelines, City of Portland, Maine Technical and Design Standards and Guidelines.*

Yours Sincerely,

Barbara Hathaway
The Danforth (Winter Danforth Corporation)

A handwritten signature in black ink, appearing to be the name 'Barbara', with a long horizontal line extending to the right.

P.S. The attachments should be available at City Hall. I will bring copies of the attachments to the public hearing. I apologize for any inconvenience.

SECTION VI — ARBORICULTURAL SPECIFICATIONS AND STANDARDS OF PRACTICE AND LANDSCAPE GUIDELINES

6.2 SCREENING OF PARKING FROM SURROUNDING PROPERTIES OF SIMILAR USE

A. STANDARDS (Reserve)

B. GUIDELINES

Landscaping and site detailing can be used to reduce the impact of parking areas as perceived from surrounding properties. This involves reducing the apparent expanse of parking through visual screening as well as reducing the associated negative aspects of glare, noise, and dust.

Where parking areas abut properties of similar uses, landscaping is encouraged to provide definition to property lines and to enhance the character of site development.

Where parking areas of more than four (4) spaces abut properties developed with similar land uses, a landscaping strip which is a minimum of eight (8) feet wide is encouraged to be provided which includes:

- I. Deciduous trees spaced approximately twenty (20) to twenty-five (25) feet apart or evergreen trees spaced twelve (12) to fifteen (15) feet apart for the length of the abutting property line; and
- II. Understory plantings of a mixture of deciduous and evergreen shrubs at least two (2) to three (3) feet in mature height spaced approximately six (6) feet apart.

See illustration VI - 8 for an example of parking lot screening from compatible uses.

Additional plantings of shrubs and ground cover are encouraged. Clustering of plant materials for maximum visual impact are encouraged. Plant materials should be selected which require minimal maintenance and provide maximum visual and aesthetic impact. Plant materials should be selected for appearance and durability, and tolerance to salt and designed for tolerance or protection from snow loading (particularly where adjacent to parking and subject to parking lot runoff).

6.3 INTERIOR PARKING LOT LANDSCAPING

A. STANDARDS (Reserve)

B. GUIDELINES

Landscaping is encouraged within the perimeter of parking lots in order to reduce the visual impact of large parking areas. Such landscaping should divide and relieve the expanse of paving, define parking areas, and clearly delineate vehicular circulation areas.



May 1, 2002

Linda Hogan
Irish Heritage Center
Portland, Maine

Dear Linda,

This letter is to confirm that Portland West will make our 15 passenger vans available on an as needed basis for the Irish Heritage Center to use to shuttle people from satellite parking areas at Reiche School (or other satellite parking areas) to the Irish Heritage Center during performances or events.

We will need one week advance notice to assure availability of the van(s). Reimbursement for expenses (gas or mileage basis) will be agreed upon at a later date.

Sincerely,


A handwritten signature in black ink, appearing to read "Tom Pearson", is written over a horizontal line.

Tom Pearson
Director of Program Services

2. Please require that landscape buffering /screening be placed along the lower perimeters of the parking lot A2 that abuts Lot C. The current use of the proposed SDFH parking areas is primarily during business hours. The proposed uses of the SDFH and the IHC will significantly increase pedestrian (dumpster use and functions) and vehicle traffic in those lots. *Attached please find pg. VI-14, 6.2. Screening of Parking from Surrounding Properties of Similar Use/Guidelines, City of Portland, Maine Technical and Design Standards and Guidelines.*

Yours Sincerely,

Barbara Hathaway
The Danforth (Winter Danforth Corporation)

A handwritten signature in black ink, consisting of a large, stylized initial 'B' followed by a long, sweeping horizontal line that extends to the right.

P.S. The attachments should be available at City Hall. I will bring copies of the attachments to the public hearing. I apologize for any inconvenience.

Ex. B

SECTION VI – ARBORICULTURAL SPECIFICATIONS AND STANDARDS OF PRACTICE AND LANDSCAPE GUIDELINES

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Where parking areas of more than four (4) spaces abut properties developed with similar land uses, a landscaping strip which is a minimum of eight (8) feet wide is encouraged to be provided which includes:

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B. GUIDELINES

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From: "Patrick S. Costin" <pcostin@harriman.com>
To: Jonathon Spence <jspence@ci.portland.me.us>
Date: Tue, Jul 2, 2002 11:44 AM
Subject: St. Dom's Girl's School

AH.
17.

Hi Jonathon,

Here are my thoughts on the drawings you gave me:

- * There is no landscaping called for around the edge of the upper lot. This needs to be added.
- * Replacing the existing chain link fence with new chain link fence seems inappropriate for a historic restoration. I assume this will be dealt with by Deb Andrews.
- * The fence that is proposed on the retaining wall will be damaged by snow plowing (as the existing fence has been). A guardrail detail is more appropriate.
- * The driving aisles in the parking lots are eighteen feet wide, which is less than the minimum standard. This will make maneuvering very difficult and problematic.
- * There is no place to plow snow, since the existing parking lots are being over utilized for parking. A condition of approval should be considered that snow must be removed, not just plowed.
- * The dumpsters are proposed to be located on landscaping islands. This is inappropriate. Paving over the last scraps of landscaping for dumpsters so that too many cars can be jammed into the existing parking lots shouldn't be allowed. Parking spaces should be sacrificed for the dumpsters.
- * Additional landscaping should be provided in the lower parking lot, even if it means parking spaces are lost. The St. Dom's project as a whole is not going to provide enough parking to support the proposed uses, so I would prefer more landscaping and buffering than maximizing the on site parking and paving every square inch of the site.
- * The parking spaces adjacent to St. Dom's are in an avalanche zone. Anyone who parks there is at risk of having their person and/or car damaged.
- * It is unclear where the property line is between our property and the Girl's School lies with respect to the existing fences. This should be clarified and the new fence should be located on the Girl's school side of the property line.
- * It would be helpful for the applicant to submit a comprehensive plan of St. Dom's and Catholic Charities of Maine property so all of the easements, traffic entrances and other site conditions could be evaluated by the Planning Board and neighbors. I understand that Catholic Charities' dumpster is located in violation of its original approved site plan. Since St. Dom's and Catholic Charities are working together to share their site resources, it seems reasonable that a comprehensive site plan be presented so the big picture is clear and the Planning Board can address issues in a comprehensive manner..

That's it for now. As always, thanks for your help.

PLANNING BOARD REPORT #59-02

**FORMER ST. DOMINIC'S CHURCH AND GIRL'S SCHOOL
VICINITY OF 34 GRAY STREET**

**ST. DOMINIC'S FAMILY HOUSING PROJECT
P.R.O.P. AND PORTLAND WEST, APPLICANTS**

AND

**IRISH HERITAGE CENTER COMMUNITY HALL
IRISH HERITAGE CENTER, APPLICANT**

Submitted to:

Portland Planning Board
Portland, Maine

October 8, 2002

I. INTRODUCTION

Portland West, P.R.O.P and the Irish heritage Center have requested a public hearing before the Planning Board to consider plans for the renovation and reuse of the St. Dominic's property located in the vicinity of 34 Gray Street. The property consists of the former St. Dominic's Church, the former Girl's School and two small grade-separated surface parking lots. Originally, it was proposed that the property be split in two and that the new properties would undergo separate site plan reviews. Because of zoning issues arising out of the proposed property split, the project is now proposed as a condominium. A further explanation for the creation of the condominium is included as attachment 3.

The church, completed in 1893 is a listed National Historic Landmark and has been the subject of a large-scale rehabilitation and re-use effort. The former girls school is a three-story brick structure located to the west of the church on Gray Street in Portland's Historic West End District. Prominent building characteristics include the numerous window openings and decorative granite lintels. The site is bordered by a residential triplex to the west and Catholic Charities to the south.

285 notices were sent to area residents. A legal ad appeared in the September 30, 2002 edition of the Portland Press Herald.

II. SUMMARY OF FINDINGS

Lot Size:	23,640 square feet +/-
Building Size:	10,465 square feet (church foot print)
	13,000 square feet (proposed church rehab)
	19,008 square feet (total proposed square footage of girl's school)
Zoning:	R-6
Parking:	No specific number of parking spaces are required for either building.

III. PROPOSED DEVELOPMENT

Irish Heritage Center- The Irish Heritage Center proposes to construct a 13,000 square foot community hall/performing arts center within the existing St. Dominic's Parish Church Building at 34 Gray Street. The facility is to be housed within the existing sanctuary structure and no building additions are proposed. The interior modifications will allow the development of a community hall including conference space, kitchen area and associated offices on the lower level and a performance art center including a box office, gift shop and library on the upper level. A completed description of the facility and the proposed use is included in the applicant's written statement (see attachment 1) Exterior modifications include limited landscaping and lighting and the construction of a meditation/sculpture garden in the area between the church building and the girl's school. A sketch plan for the garden is included as attachment 26.

St. Dominic's Family Housing Project- PROP and Portland West propose the renovation of the existing St. Dominic's Girls school into 12 affordable housing units. These units will consist of two 4-bedroom, four 3-bedroom, five 2-bedroom and one 1-bedroom unit. The majority of the project consists of the internal renovation for the converted use. New exterior construction includes a stair

tower, handicap ramp and a roof dormer with deck. Site work consists of repaving, striping and landscaping.

IV. STAFF REVIEW

The project will be reviewed as a **conditional use** for the proposed community hall in the church building, as a **major site plan** for the change of use of both the church and the former girl's school, for a **Certificate of Appropriateness** for the proposed exterior modifications and lighting to both the Church and the girl's school and as a **subdivision** due to the quantity of housing units proposed in the girl's school.

For the purposes of the condominium documents as well for greater clarity during review, this project has been split into two components, Units 1 and 2. The units refer to the actual physical buildings with Unit 1 being the former girl's school and Unit 2 referring to the former sanctuary building. Areas exterior to the buildings are referred to as either common elements, to be enjoyed by both units or limited common elements, to be beneficial primarily to one unit. For the purposes of the site plan review. Unit 1 includes all areas to the east of the line of separation, primarily the two parking lots, while Unit 2 includes all area to the east of the line of separation, including the meditation garden. Please refer to the condominium plat, included as attachment 27 for assistance.

V. SITE PLAN REVIEW- St. Dominic's Family Housing and The Irish Heritage Center, Units 1 and 2

1/2. Traffic/Parking

Access to the church will not be altered as a result of the conversion to a community hall. Pedestrians will continue to access the site directly from Gray Street and from an at-grade doorway located along State Street. The girls school's main pedestrian access point is located directly on Gray Street with a secondary handicapped entrance into a lobby and mail room on the east side of the building. Although located on the side of the building, this secondary entrance also faces Gray Street. A third entrance is proposed into the new stair tower from the courtyard area between the former girl's school and the church.

Vehicular access will be to a small parking area directly from Gray Street and to a larger parking area accessed through Catholic Charities property to the south. This second parking lot is at a lower grade than the lot accessed from Gray Street. Wood stairs provide pedestrian movement between the two lots. An access easement allowing vehicular access to the lower lot across Catholic Charities property already exists at a width of twenty-four feet. Six parking spaces including two handicap spaces will be located in the upper lot with 12 spaces located in the lower lot. It is proposed that both the upper and lower lots be repaved and striped and new concrete wheel stops be installed. The City Traffic Engineer has reviewed the feasibility of the proposed parking layout and found them to be adequate. A memo to this effect is included as attachment 6b.

No specific numerical amount of parking is required for the reuse of either the Church or the former girl's school buildings as a result of the property having an historic designation. The reuse of the church as the Irish Heritage Center does require Conditional Use review, an element of which is a Parking Management Plan. This plan will be discussed in detail in the conditional use section of this

memo. The reuse of the girl's school is required to provide sufficient parking to satisfy the reasonably foreseeable demand for parking which will be generated by the proposed development (Sec. 14-526 a-2a). If the housing were required to adhere to the parking standards of the Land Use Code, 1.5 spaces per unit or 18 total spaces would be required.

3. Proposed Buildings

New building construction consists of the construction of a stair tower, roof dormer and handicap ramp for the family housing project. No new building construction is proposed for the Irish Heritage Center although proposed work includes the installation of a painted steel gate at the entrance to the meditation garden between the former church and girl's school. All new construction meets the requirements of the zoning ordinance (see attachment 19) and has been reviewed by the Historic Preservation Committee.

4. Sewer, Storm Drain and Water

The site will be serviced by existing utilities located within Gray Street. Staff has received confirmation of adequate water supply (attachment 5) and a sewer capacity (attachment 6).

5. Landscaping

The project proposes a landscape treatment for the front of the church building consisting of a tree and ground plantings. A similar treatment consisting of a Thornless Hawthorn tree and ground plantings are proposed for the entry to the girl's school. The lower parking lot will be enhanced through the placement of two Norway Maples and accompanying daylilies. The area between the dumpster enclosure and the existing tree is being greened with groundcover. Jeff Tarling, City Arborist, has reviewed the landscape plan which will include the landscape features of the sculpture/meditation garden. (attachment 16)

6. Soils and Drainage

The drainage patterns of roof flows to a gutter system directly into the existing stormwater drains will be maintained. The buildings gutter system will be restored as a component of the building renovations. Both the upper and lower parking areas sheetflow to the street, where they enter the city system. The existing surface drainage appears to be adequate to manage stormwater runoff. Jim Seymour, Consulting Engineer for the City of Portland, has reviewed the drainage and his comments are included as attachment 18.

7. Exterior Lighting

The applicant has provided staff with catalog cuts and photometrics for new exterior lighting for the housing proposal that is compatible with the technical standards. Catalog cuts are included as attachment 7. The lighting for the Irish Heritage Center includes uplighting that has been reviewed and recommended by the Historic Preservation Committee following an evening site visit. Approval of the uplighting will require a waiver from the technical standards.

8. Solid Waste Disposal

Solid waste generated by the proposed housing and the community hall will be stored in a dumpster to be located on the abutter's property. Prior to Catholic Charities (the abutter) taking possession of their property, the Alliance for the Mentally Ill of Greater Portland received site plan, conditional use, and historic preservation review and approval (1991). Currently the property is not in conformance with the approved site plan as a result of the existing dumpster location and occurrence of parking in an area designated for landscaping. The site plan currently proposed will necessitate amendments to the Catholic Charity property site plan. These amendments will bring the site into conformance but more importantly result in a greater overall utilization of the intersection of these two properties. The proposed dumpster enclosure and reconfiguration of parking spaces identified as 19, 20 and 21 is fully supported by staff. The amendments to Catholic Charities site plan will be reviewed and approved administratively. A letter from Sally Tien of Catholic Charities outlining their overall support for the St. Dominic's site plan including the resulting changes in their site plan is included as attachment 4. The approved 1991 site plan is also included as attachment 28.

A license agreement between the applicants and Catholic Charities for the location and use of the proposed dumpster is under development. A letter of commitment from Catholic Charities has been received by the applicants and is included as attachment 4b. A potential condition of approval is:

-that a copy of an executed license agreement be reviewed and approved by Corporation Counsel.

9. Fire

The City of Portland Fire Department has reviewed and approved the plans as submitted. (attachment 23)

10. City Infrastructure

The proposed development will not place any strain on the City infrastructure.

10. Neighborhood Meeting

The applicants have held neighborhood meetings in accordance with the ordinance on . Meeting minutes and an attendance sheets are included as attachments 12 and 12b.

11. Homeowners Documents

Corporation Counsel and the applicants' attorney have been actively reviewing and revising the condominium documents. Due to their complex nature, a final review and approval are still necessary. A potential condition of approval is:

-that the condominium documents will be reviewed and approved by Corporation Counsel.

12. Financial Capacity

The Irish Heritage Center has provided staff with a budget narrative as well as a detailed construction budget to demonstrate financial capacity. Early in the review process, concerns were raised by staff, the Planning Board and interested members of the community because of the exorbitant costs anticipated for the restoration of the church building. The original estimates on restoration costs, most notably for the roof repair, were based upon information relayed from the Catholic Dioceses to the City of Portland at the time the property was initially sold. After careful examination by area roofing experts, the Irish Heritage Center believes that these initial estimates were too high. The construction costs provided reflect the anticipated price for the slate roof and copper flashing repairs.

The Irish Heritage Center has also reduced the size of the proposed budget by removing the “theater in the round” program element from the project at this time.

The Irish Heritage Center funding plan includes Historic Tax Credits, in-kind services, pledged materials, fund raising events, anticipated grants and HCD monies. Please refer to the budget narrative and construction budget for further detail. These documents are included as attachment 8 .

The proposed funding for St. Dominic’s Family Housing project includes federal and state historic tax credits, state subsidies from the Maine State Housing Authority and City of Portland CDBG and HOME funds. A summary of the anticipated sources and costs is included as attachment 9.

VI. SUBDIVISION REVIEW -St. Dominic’s Family Housing, Unit 1

1. Water and Air Pollution

The development is not anticipated result in undue water or air pollution.

2/3. Water

The development has sufficient water available for the reasonably foreseeable needs of the subdivision as indicated through the capacity letter

4. Soil Erosion

Proper erosion control measures will be required in the field during the minimal site work proposed.

5. Traffic

Please refer to the Site Plan Review Section

6. Sanitary/Stormwater

Please refer to the Site Plan Review Section

7. Solid Waste Disposal

Please refer to the Site Plan Review Section

8. Scenic Beauty

This development will not cause an undue adverse effect on the scenic or natural beauty of the area aesthetics, historic sites, significant wildlife habitat or rare and irreplaceable natural area.

9. Comprehensive Plan

This development is compatible with the City of Portland Comprehensive Plan.

10. Financial Capability

Please refer to the Site Plan Review Section for details of the St. Dominic's Family Housing financial capacity.

11. Groundwater

The development as proposed will not adversely affect the quality or quantity of groundwater.

12. Flood Hazard/Shoreline

The site is not located in the flood hazard or shoreland zones.

VII. CONDITIONAL USE REVIEW -Irish Heritage Center, Unit 2

In addition to the Conditional Use Standards stated in 14-474 (attachment 13) the community hall use has four specific provisions under the R-6:

1. That the structure was in existence as of March 15, 1999,
2. That the structure was built for non-residential use,
3. The structure is owned and operated by a not-for-profit entity, and
4. A Parking Management Plan will be submitted for Planning Board review and approval.

The Irish Heritage Center has submitted a Parking Management Plan with accompanying letters of parking commitments (see attachment 14). This parking plan is split into two sections, one to address daily operations that comprise the bulk of the Irish Heritage Center's operation and a second plan concerning large events occurring on the second level.

Daily Operations-

Evening events occurring during the first 6-12 months of operation will be confined to the lower level of the building. The capacity for this first floor is 150 persons with the anticipated average attendance for functions on this level to range from 25 to 50. These events include community dinners, Irish dance and language classes, senior bingo for residents of 100 State Street and small concerts or theater productions. Parking for these events will primarily consist of the 34 spaces available in the evenings and on weekends at the abutting Catholic Charities lot, 13 spaces at St. Elizabeth's Child Development Center at High and Danforth Streets, 8 spaces at the home of Betty Pomeroy at 268 Spring Street and at the Reiche School with a capacity of 23-40 spaces. These spaces are all within a 10-minute walk to the Irish Heritage Center.

Larger Events-

The second floor sanctuary space has a seating capacity for up to 350 persons for events including weddings, folk festivals and concerts. Events of this size, with the exception of funerals, will have lead times sufficient for adequate scheduling of necessary parking plans. Parking plans will include shuttle service from off-site lots in a pre-planned, coordinated manner. All guests attending events will be eligible for free shuttle service from parking lots not in walking distance through a ticket surcharge. The shuttle drop off and pick up at the Irish Heritage Center will be coordinated with the City Traffic Engineer on a case-by-case basis. Off-site parking lots the IHC has arrangements with to provide parking include the PROP parking lot at Cumberland Ave. with 35 spaces available on weekends, the City of Portland International Ferry Terminal (Nov-May) with 50-250 spaces, Bubba's Lounge, 96 Portland Street available evenings & weekends with 60 spaces, Cheverus High School available year round evenings & weekends with 70 spaces and the Portland Fish Pier also available year round evenings & weekends with 150 spaces.

Portland West has agreed to enter into a renewable lease agreement to provide three fifteen-passenger vans, with drivers, for events at the Irish Heritage Center. (see letter of commitment with attached Parking Management Plan) Each van will accommodate 14 passengers and one driver and will service any parking area. Cheverus High School has agreed to provide one fifteen-passenger van and driver for events to be contracted on a per event basis. This van will provide delivery to and from the Cheverus High parking area.

The conditional use standards for community halls in the R-6 zone and the specific provision for the Parking Management Plan were developed in response to the reuse of the St. Lawrence Church property at 67 Congress Street. The community hall use was adopted into the Land Use Ordinance in March of 1999 through a text change proposed by the Friends of St. Lawrence Church. Subsequently, the Friends of St. Lawrence Church applied for and received conditional use approval to construct a 6,000 square foot community hall/theater within the existing parish hall. Although the proposed Irish Heritage Center and the 90-seat St. Lawrence Community Arts Center are different in size and scope, the approved parking management plan is included for reference as attachment 15.

The requirement of a Parking Management Plan was not meant as a barrier to the adaptive reuse of historic structures in the City of Portland. The City has a policy strongly encouraging the adaptive reuse of these structures and does not require historic structures to demonstrate compliance with the standard parking requirement. The Parking Management Plan requirement was also not intended

to place an onerous burden upon an applicant to provide parking that would be readily available in a suburban environment but difficult to locate in an urban setting. The Parking Management Plan requirement is intended to compel the applicant to carefully examine the parking demand generated by the proposed use and to make a detailed concerted effort to manage this demand as best as possible within the urban construct. Staff believes that the Parking Management Plan submitted by the Irish Heritage Center and the demonstrated diligence of the applicant to address the parking demand clearly meets the intent of the Parking Management Plan requirement.

VIII. HISTORIC PRESERVATION REVIEW-St. Dominic's Family Housing and the Irish Heritage Center, Units 1 and 2

As this project is located with the West End Historic District, the proposed building renovations and alterations will be required to obtain a Certificate of Appropriateness. As this is a major site plan application, this certificate is issued by the Planning Board upon a recommendation from the Historic Preservation Committee. The Historic Preservation as reviewed both components of this project including the proposed site lighting and has made a formal recommendation to the Planning Board, with no conditions. This recommendation and Historic Preservation Reports #26-02 and #36-02 are included as attachments 20, 21 and 22.

IX. STAFF RECOMMENDATIONS

Staff strongly recommends the approval of both the Irish Heritage Center and St. Dominic's Family Housing. Staff looks forward to working with both these projects to ensure their continued success.

X. MOTIONS FOR THE BOARD TO CONSIDER

On the basis of plans and material submitted by the applicant and on the basis of information contained in Planning Report #59-02 relevant to the standards of Site Plan, Subdivision and Historic Preservation Review and the Conditional Use Standards of the R-6 zone, the Planning Board finds:

Unit 1- St. Dominic's Family Housing

- i. That the proposed development is/is not in conformance with the Subdivision Ordinance of the Land Use Code

Potential Conditions of Approval:

1. *-that the subdivision plat be amended to include the book and page numbers of referenced deeded easements.*

- ii. That the proposed development is/is not in conformance with the Site Plan Ordinance of the Land Use Code

Potential Conditions of Approvals:

1. *-that a copy of an executed license agreement be reviewed and approved by Corporation Counsel.*

2. *-that the condominium documents will be reviewed and approved by Corporation Counsel.*
- iii. That the plan (meets/fails to meet) the Standards for Review of Construction and the Standards for Review of Alterations of the Historic Preservation Ordinance.

Unit 2- Irish Heritage Center

- i. That the proposed development is/is not in conformance with the Site Plan Ordinance of the Land Use Code

Potential Conditions of Approvals:

- ii. The proposed lighting plan (will not/will) produce unacceptable levels of glare and/or light trespass and therefore the Site Lighting Standards for this application (are/are not) waived.
- iii. That the plan (meets/fails to meet) the Standards for Review of Construction and the Standards for Review of Alterations of the Historic Preservation Ordinance.
- iv. That the plan is/is not in conformance with the Conditional Use Standards of the Land Use Code.

Attachments:

1. Application with proposed floorplans, Irish Heritage Center
2. Application, St. Dominic's Family Housing
3. Explanation for Creation of Condominium
4. Catholic Charity's letter of support/intent to amend site plan
- 4b Catholic Charity's confirmation of willingness to grant license, 9-10-2002
5. Water Capacity, 6-04-2002
6. Sewer Capacity, Center, 6-04-2002
- 6b. Memo from Larry Ash concerning Parking Lot Configuration
7. Lighting Catalog Cuts
8. Irish Heritage Center, Budget Narrative and Construction Budget,
9. Financial Analysis, St. Dominic's Family Housing
10. City Council Orders
11. Purchase and Sale Agreements, July 2002
12. Irish Heritage Center Neighborhood Meeting Minutes and Attendance Sheet
- 12b. St. Dominic's Family Housing Neighborhood Meeting Minutes and Attendance Sheet
13. Standards for Conditional Use in all Zone Districts
14. Irish Heritage Center Parking Management Plan with attached letters of commitment.
15. St. Lawrence Community Arts Center Parking Management Plan

16. Landscape Memo, Jeff Tarling, 10-02-2002
17. Letter from Abutter, Patrick Costin, 7-02-2002
18. Engineering Memo, James Seymour, 10-01-2002
19. Zoning Memos, Marge Schmuckal, 9-23-2002 and 9-24-2002
20. Historic Preservation Letter of Recommendation
21. Historic Preservation Report, Irish Heritage Center, 26-02
22. Historic Preservation Report, St. Dominic's Family Housing, 36-02
23. Fire Department Approval,
24. Property Survey
25. Subdivision Plan
26. Site Plan with Elevations and Floorplans for the St. Dominic's Family Housing
27. Condominium Plat
28. Catholic Charities (formerly Amity Center) approved site plan

AH 1

City of Portland Site Plan Application

If you or the property owner owe real estate taxes, personal property taxes or user charges on any property within the City of Portland, payment arrangements must be made before permit applications can be received by the Inspections Dept.

Address of Construction: 34 Gray Street, Portland, ME 04104		Zone: R6
Total Square Footage of Proposed Structure 18,372 s.f. +/-		Square Footage of Lot 15,044 s.f.
Tax Assessor's Chart, Block & Lot Chart# 44 Block# H Lot# 4	Property owner, mailing address: City of Portland 389 Congress St. Portland, ME 04101	Telephone:
Consultant/Agent, mailing address, phone & contact person TEH Architects 100 Commercial Street Portland, ME 04101 Chris Cavendish	Applicant name, mailing address & telephone: Irish Heritage Center P.O. Box 7588 Portland, ME 04112 Linda Hogan	Project name: Saint Dominic's Irish Heritage Center
Proposed Development (check all that apply) <input type="checkbox"/> New Building <input type="checkbox"/> Building Addition <input checked="" type="checkbox"/> Change of Use <input type="checkbox"/> Residential <input type="checkbox"/> Office <input type="checkbox"/> Retail <input type="checkbox"/> Manufacturing <input type="checkbox"/> Warehouse/Distribution <input type="checkbox"/> Parking lot <input type="checkbox"/> Subdivision, amount of lots \$25.00 per lot \$ _____ <input type="checkbox"/> Site Location of Development \$3,000, except for residential lots which are then \$200 per lot _____ <input type="checkbox"/> Traffic Movement \$1,000 <input type="checkbox"/> Stormwater Quality \$250.00 <input type="checkbox"/> Other _____ <input type="checkbox"/> After the fact review - Major project \$1,500.00 <input type="checkbox"/> After the fact review - Minor project \$1,200.00 Major Development _____ \$500.00 Minor Development _____ \$400.00 Plan Amendments: <input type="checkbox"/> Board review \$200.00 <input type="checkbox"/> Staff review \$100.00		
Who billing will be sent to: Irish Heritage Center Mailing address: P.O. Box 7588 State and Zip: Portland, ME 04112 Contact person: Linda Hogan Phone 799-4299		

Submittals shall include (9) separate folded packets of the following:

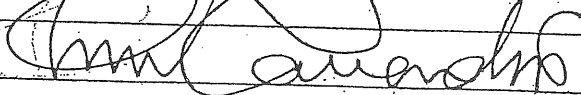
- a. copy of application
- b. cover letter stating the nature of the project
- c. site plan containing the information found in the attached sample plans check list

Amendment to Plans: Amendment applications should include 6 separate packets of the above (a, b, and c)

ALL PLANS MUST BE FOLDED NEATLY AND IN PACKET FORM

Section 14-522 of the Zoning Ordinance outlines the process, copies are available at the counter at .50 per page (8.5 x 11) you may also visit the web site: cl.portland.me.us chapter 14

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 Code Official'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.

Signature of applicant: 	Date: 6.4.02
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This application is for site review ONLY, a building Permit application and associated fees will be required prior to construction.

- 1a. Irish Heritage Center
34 Gray Street
Portland, ME 04104
- 1b. See C1.
- 1c. See C1
- 1d. See C1
- 1e. See C2
- 2a. N/A
- 2b. N/A
- 2c. See Attachment A
- 2d. See C1
- 2e-k. See C1 and Survey by Owen Haskell
- 2l. N/A
- 2m. N/A
- 2n. N/A
- 2o. N/A
3. The former St. Dominic's Sanctuary of 34 Gray Street (PO Box 7588, Portland, ME 04112-7588) shall be owned and operated by the non-profit organization, The Irish Heritage Center. The sanctuary side of the property is currently owned by the City of Portland, but won unanimous approval for sale of the City Council at a meeting held on 6/3/02. The City of Portland and the IHC have a Purchase of Sales Agreement at a price of \$1.00. The closing date has not been set at this time. The former Girl's School side of the property will be legally divided at the time of closing. This will be owned and operated by Portland West and The People's Regional Opportunity Program (PROP).
 1. The Irish Heritage Center will be a museum, library, geneology center and community center for the preservation and promotion of Irish heritage and culture. Office space for IHC staff and a small gift shop will be on the premises, along with community meeting space and function space. Uses will include: Irish dance and language classes; Ceili's (Irish folk dance); Irish American Club board meetings, dinners and holiday parties; weddings, funerals, concerts, theater, film festivals, educational forums, historic building tours and space for non-profit organizations to meet, have workshops or trainings, etc.
No residential units will be located in this property.
 2. See C2
 3. See C1
 4. See attached letter from Portland Water District.
 5. See attached letter from Portland Public Works.
 6. Analysis pending.
 7. The Irish Heritage Center anticipates closing on the sale of the property in August, 2002. Construction/renovation will commence in the fall of 2002 with an anticipated completion date for Phase One Construction one year from commencement. See attached TFH description for further detail.
 8. N/A

9. Pro Forma is attached. Only Phase One Development is planned for at this time. On the revenue side, of the \$803,000 needed to raise we have:
 - a. \$50,000 received from the Irish American Club
 - b. \$50,000 to be awarded by the city with the sale of the property.
 - c. \$100,000 in in-kind donations pledged for construction of the property.
 - d. \$350,000 available for Historic Tax Credit sale in Phase One.
 - e. Historic Preservation grants, local, state and national foundations, businesses and individual donors will comprise the balance of the fundraising required. Letters of support from Greater Portland Landmarks and the Maine Historic Preservation Commission are on file. The IHC has full endorsement from these sources for the project. It also has a 600 membership Irish American Club base (and growing), a 300-member base of former parishioners of St. Dominic's Church, and an expanding data base of potential donors for cash and in-kind donations. We anticipate no difficulty in raising the revenue needed to complete the project.
10. Purchase & Sales Agreement is on file with the City of Portland.
11. N/A
12. N/A
13. The IHC will be responsible for the disposal and removal of all trash. An enclosed unit will be built on-site to house trash barrels. The IHC will comply with City requirements for the sorting of all recyclable materials and will dispose of them in accordance with city ordinance. The IHC will contract with a private firm to insure trash is removed weekly and no health hazard exists.

THE IRISH HERITAGE CENTER

OUR MISSION:

The Irish Heritage Center is dedicated to protecting, preserving and revitalizing the Saint Dominic's Church for community use.

The Irish Heritage Center was formed by members of the Irish American Club and the Foundation for the Preservation of Saint Dominic's. Each member brings various forms of experience and skills which, when combined, strengthens our ability to achieve the shared goals we have developed for the center. Together we comprise a unified board of directors with no political or religious agenda. We seek to renovate and revitalize the former Saint Dominic's Church building so it will serve as a center for a broad range of community enrichment programs.

Our board members strongly believe that the Irish Heritage Center will become a vital home for the Irish community. We are pleased that it will also provide a multi-purpose gathering space open to all other ethnic and cultural groups, private individuals, non-profit organizations and businesses. Rental space will be offered at full price, for free, or at reduced rates dictated by criteria to be developed by the board of directors.

The Irish Heritage Center will be the permanent home of historic artifacts and documents related to the creation and operation of Saint Dominic's, charting its rich history as a vibrant community church. It is our intention to establish this memorial library and dedicate it to the founders and former parishioners of this congregation. Irish treasures including oral history tapes, films, books, articles and photographs that are currently scattered in multiple private locations in the state will also be stored there. These materials will be accessible in public displays, to be used by pleasure seekers and researchers alike. For those interested in researching their family history, a simple genealogy center will be created. Patrons may contribute their ancestral chart in a computer data bank for easy cross reference by relatives.

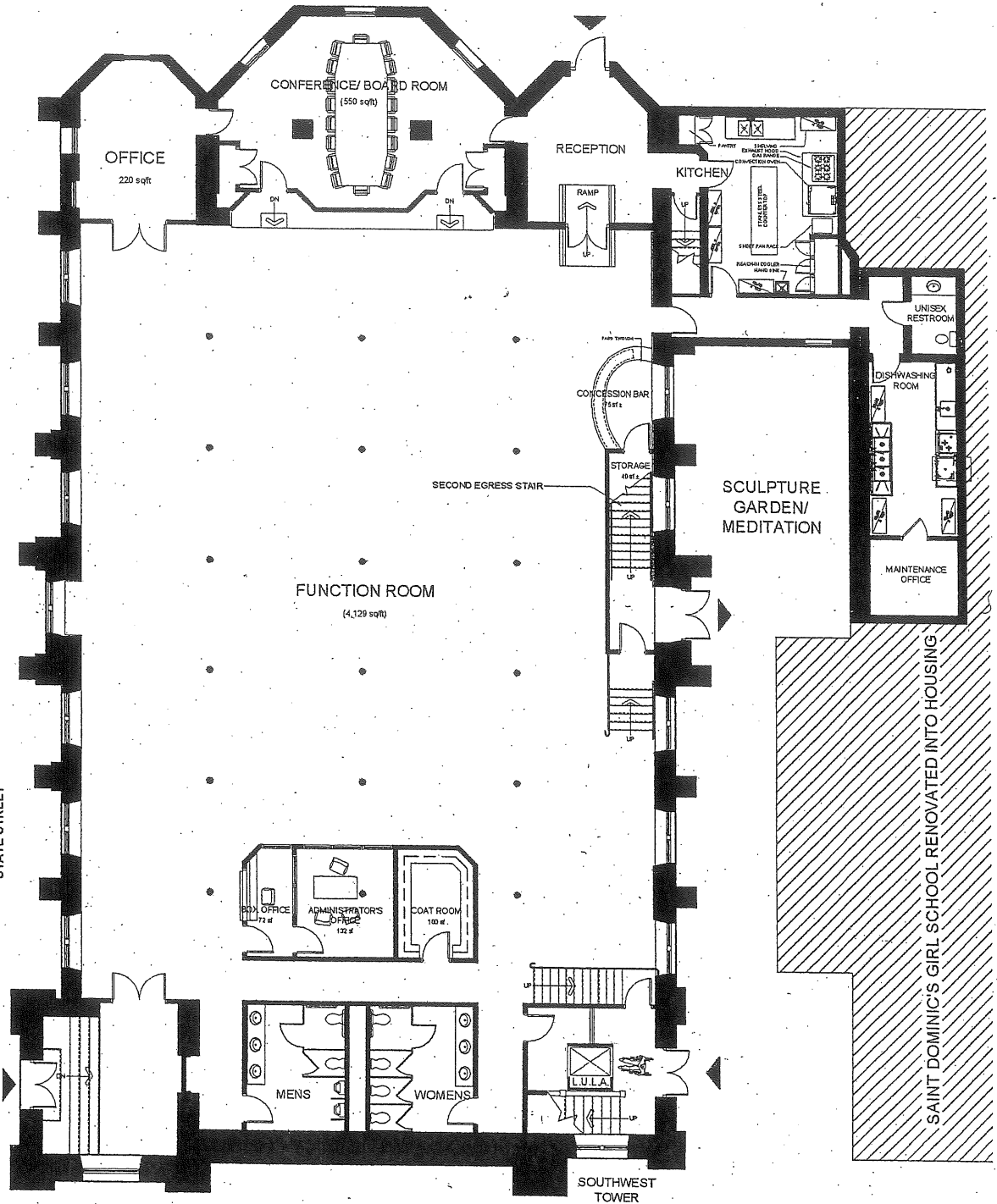
Along with the library, much anticipated office and meeting space will be offered for interested tenants. The Irish American Club, which now includes over five hundred members, will be welcome to utilize meeting spaces for their many functions. Irish culture will be promoted through events such as dance and language classes, lectures, workshops, movies, dinners and various holiday celebrations. A small gift shop, boasting quality Irish wares, will be open year round to the public.

The Irish Heritage Center will offer the public rental spaces of all sizes ranging from the intimacy of a small board room to the expansiveness of the sanctuary. Samples of interest include: seminars, conferences, workshops, wedding receptions, graduation parties, family gatherings, dinners and bingo games. For "regulars", storage lockers will be provided and additional bathrooms will accommodate maximum usage of the IHC. The basement of the IHC is suitable for non-profits or businesses to rent customized office space for their specific needs.

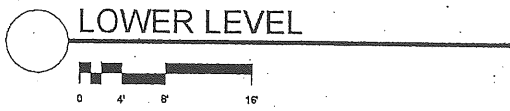
Another goal is to establish a performing arts center within the sanctuary. A moveable stage that can be converted from the traditional stage setup to a "theater in the round" is being designed. The pews will be cushioned and mobile, yet kept as a prominent feature of the IHC. The remarkable acoustics of the sanctuary can only enhance any performance that occurs there. Reception space will promote the themes of the renters through the optional use of rotating art exhibits, displays and handouts. The historic integrity of the building, including the elegance of the sanctuary, will remain intact in keeping with the dictates of the Maine Historic Preservation Society and Portland Landmarks.

Finally, the Board will set and post a schedule for public tours of the Irish Heritage Center. The addition of an accessible street entrance and an elevator will insure ADA compliance and welcome all guests. Visitors and tenants will be able to enjoy a meditation garden that will be adjacent to the IHC. An Irish related statuary, enhanced by benches, will accent this meditative spot for quiet conversation or contemplation.

Members in and out of the community will be able to experience the serenity that envelops each visit to the sanctuary. They will take delight in exploring Irish history in Maine, or their personal Irish family history through the many venues available in the museum and library. They will gain knowledge of the significance of the Irish people that chose Portland as their home when they emigrated from the Emerald Isle. The board of the Irish Heritage Center hope that visitors will walk away with a shared enthusiasm and appreciation that this historically significant landmark in Portland, Maine is once again a vibrant, functioning sector of the community.



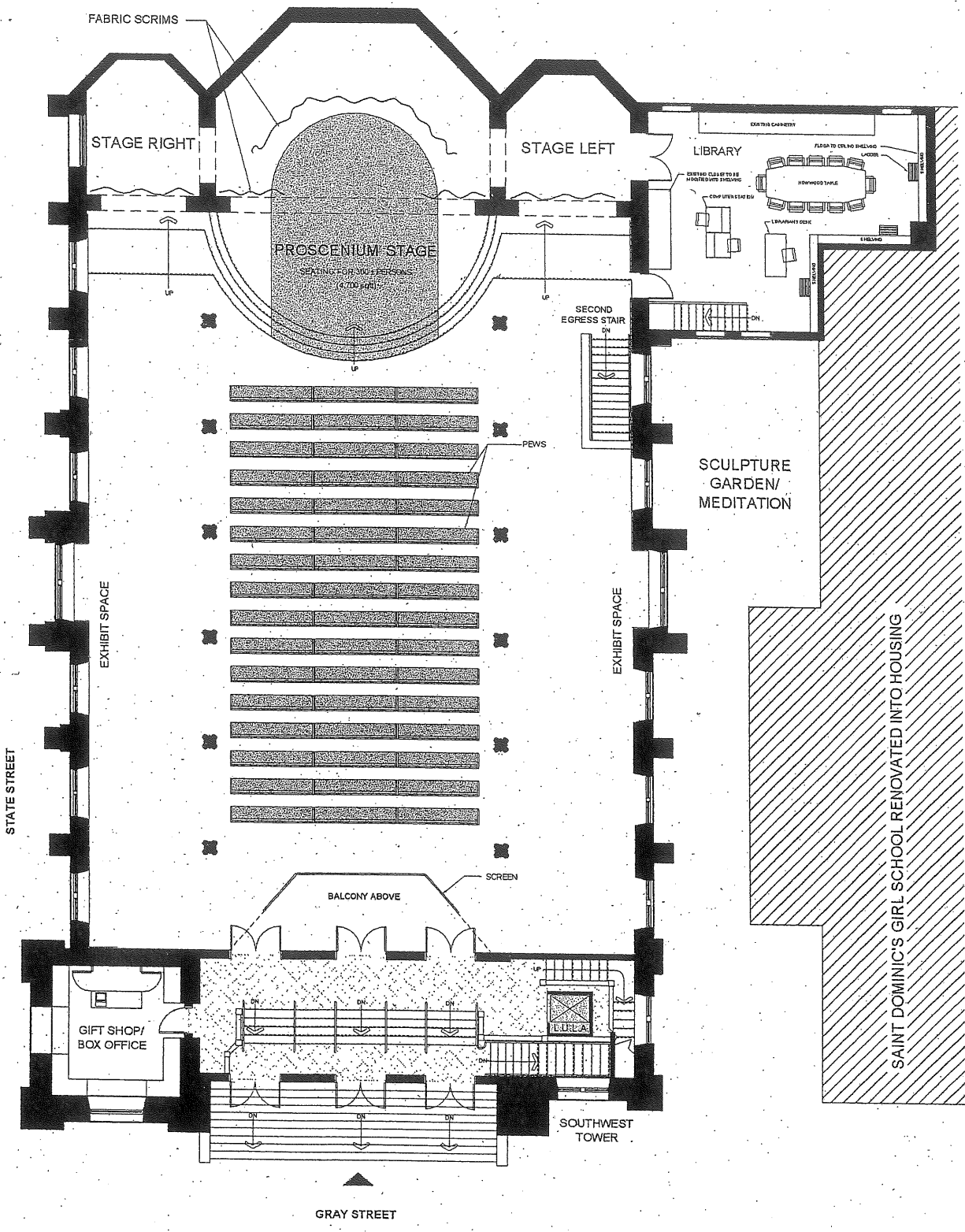
GRAY STREET




TFF ARCHITECTS
 100 COMMERCIAL STREET
 PORTLAND, MAINE 04101
 TELEPHONE 207 735 6141
 ARCHITECTURE PLANNING

Saint Dominic's Irish Heritage Center

September 17, 2002

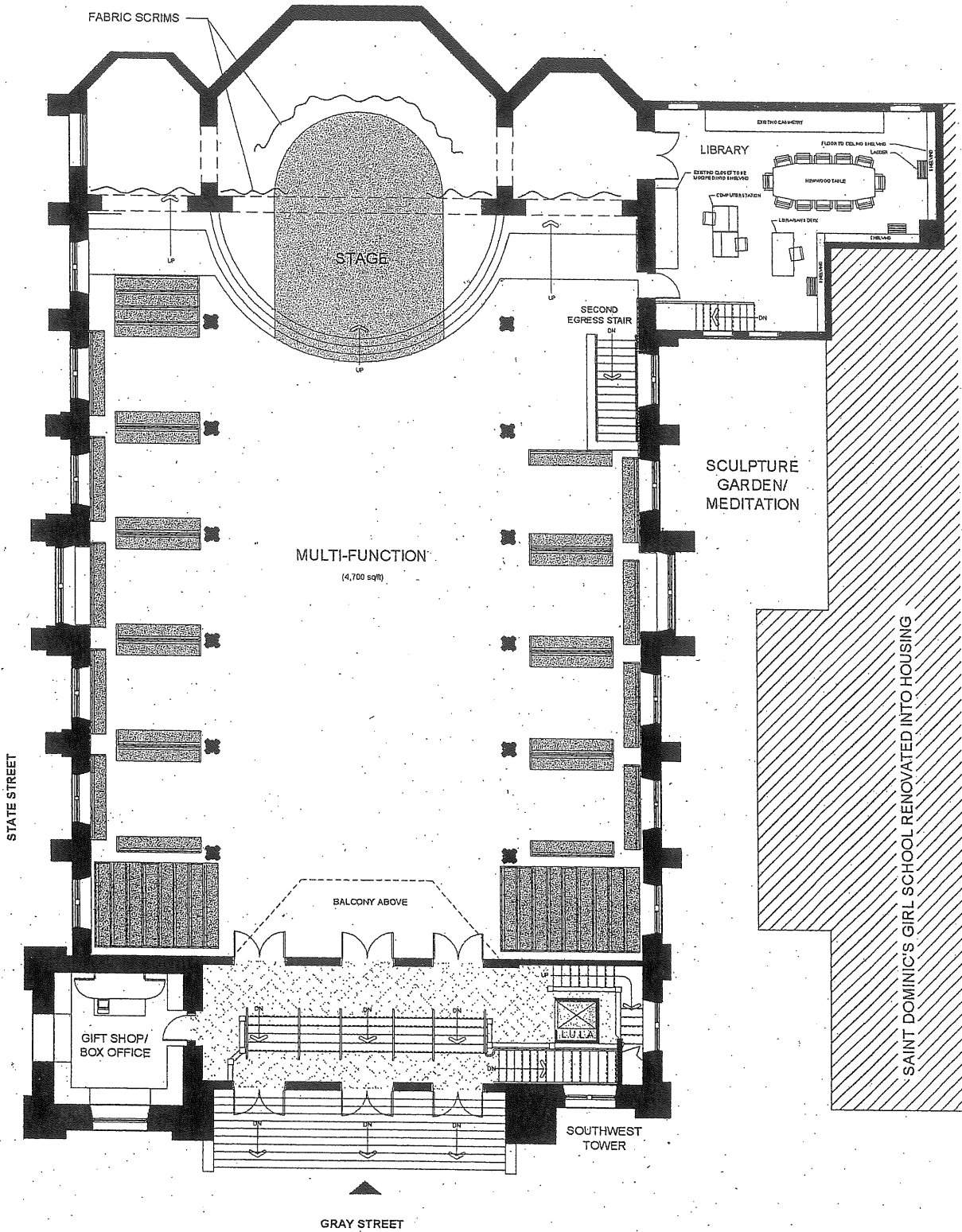


○ UPPER LEVEL: SEATING ARRANGEMENT 1
 0 4' 8' 16'

TFH ARCHITECTS
 100 COMMERCIAL STREET
 PORTLAND, MAINE 04101
 TELEPHONE: 207 775 6141
 ARCHITECTURE PLANNING

Saint Dominic's Irish Heritage Center

September 17, 2002



○ UPPER LEVEL: SEATING ARRANGEMENT 2




 TPE ARCHITECTS
 100 COMMERCIAL STREET
 NORFOLK, MAINE 04051
 TELEPHONE 207 775 6141
 ARCHITECTURE PLANNING

Saint Dominic's Irish Heritage Center

February 14, 2002

Att. 2

May 23, 2002

Jonathan Spence
City Planner
Portland Planning Department
389 Congress Street
Portland, ME 04101

St. Dominic's Family Housing
Written Statement for Site Plan
And Subdivision Approval

Applicants: This is a joint venture between PROP (Peoples Regional Opportunity Program) and Portland West. This application was prepared by TFH Architects.

PROP
510 Cumberland Ave
Portland, ME 04101

Contact: Bob Cain 842-2988 EXT. 22
94 Auburn Street
Portland, ME 04103

Portland West
181 Brackett
Portland, ME 04102

Contact: Larry Davis 775-0105

TFH Architects
100 Commercial St.
Portland, ME 04101

Contact: Chris Briley 775-6141

1. Proposed Use:

The project is the renovation of the St. Dominic's School into 12 affordable housing units: (2) 4-bedroom units, (4) 3-bedroom units, (5) 2-bedroom units, and (1) 1-bedrrom unit.

2. Land and floor area:

Building footprint: 4870 sqft.

Lot Size: 12,975 sqft.

Building footprint coverage: 38%

3. Easement summary:

Currently this property and the property of St. Dominic's Church are in the process of being separated into the lots shown. At the moment, there exists an easement from the Church and school property to the Amity Center (Catholic Charities, the southeast abutter) extending 10' from the south east edge of the church and school. This easement is currently under negotiation. There is a right of passage easement given from the Amity center to the Church and School. It is 24' wide. It parallels and is set back 30' from the southeast property line of the Amity Center extending from Danforth Street to the parking lot on the School's Property. Extending 10' along the southeast property line of the Amity Center there exists a conservation easement given to the Church and School property. There is a proposed right of passage easement given from the new church property to the new school (Family Housing) property. It occupies the area between the buildings and extends towards Gray Street to the extent of the property.

4. Solid Waste:

It is expected that each unit will average the equivalent of one full 45 gallon trash bag a week. This rubbish will be stored on site in a dumpster located on the abutter's (Catholic Charities) property. At the moment a deal is being brokered in which PROP and Portland West will construct an enclosure for the Catholic Charities' dumpster in exchange for an easement that allows them to store their dumpsters in the new enclosure along with the Catholic Charities'.

5. Utility Availability:

This building already has utility services, i.e. Water, Sewer, Electric and Gas. TFH Architects has checked with public works and the Portland Water District to verify this.

6. Surface Drainage:

This building's gutter system will be restored. When completed, all roof-top water will be immediately drained into the existing storm water drains. Existing surface drainage is adequate to manage storm water. See C1-1.

7. Construction Schedule:

Construction on this project is slated to start on September 23. At this time it is impossible to outline with any certainty the schedule and sequence of construction as construction documents are not yet complete, and a Contractor has not yet been selected. It is anticipated however that the project should take approximately

8,9,& 10. Regulatory Approvals, Financial and technical abilities, Rights and Interest

Enclosed please find excerpts from the Proforma submitted to the city addressing these issues.

11. Unusual Natural Areas:

No unusual Natural areas exist on this property.

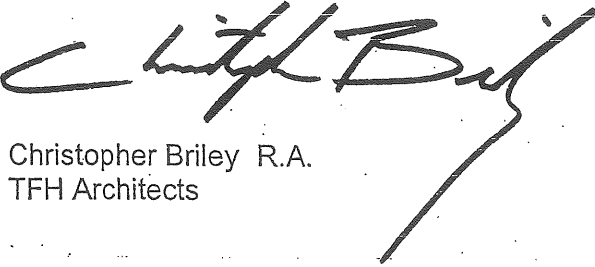
12. Availability of electronic files:

The ordinance requests '.dxf' files if any exist for the project. This project is being generated on a CAD system (AutoCad 2002 with ADT3). DXF files are available. However, this file type is a bit

antiquated. If CAD files are needed please have your CAD technician contact Chris Briley at TFH Architects (775-6141) in order to coordinate a proper file transfer.

13. Commercial and Industrial Waste

N/A



Christopher Briley R.A.
TFH Architects

A4.3

EXPLANATION FOR CREATION OF CONDOMINIUM

As part of its design for the renovation of the school into residential units, PROP was required to install certain improvements, including a stairwell for fire access, that would be located between the school and the church structures in the courtyard/meditation garden area. If the lot were then divided into two separate lots, the school (and possibly the church building) would not meet the required setbacks from the common dividing line that would need to be created. Since the stairwell would be a new condition, it is not a "grandfathered" condition and would not be permitted under the zoning ordinance, without either a setback reduction or a variance from the Board of Appeals. Under a condominium form of ownership, there are no "lot lines" created and as a result, no setback violation will be created by the new stairwell. This setback issue was the sole reason for the decision to develop a condominium form of ownership for the property.



Att. 4

Support & Recovery Services

Bishop Joseph J. Gerry
O.S.B.
President

Patricia M. Collins
Chairman

John M. Kerry
Executive Director

Donald F. Harden
Program Director

September 5, 2002

Jonathan Spence
City of Portland
Planning Department
389 Congress Street
Portland, ME 04101

Dear Mr. Spence,

Catholic Charities Maine has reviewed the proposal for the location of a shared dumpster at 66 State Street with the former St. Dominic's development partners and we are supportive of this effort to incorporate our combined needs for a dumpster. We strongly feel that it is the best solution for all parties.

Catholic Charities Maine will be making application for an amendment to the existing site plan for the property at 66 State Street which will incorporate the dumpster placement as well as the parking lot modifications (no change in approved number of parking spaces).

We hope that the Planning Department staff view the proposal favorably.

Sincerely,

A handwritten signature in black ink, appearing to read "Sally Temm", is written over a faint, larger version of the name.

Sally Temm
Assistant Program Director

c: Jeff Burgess
Chris Briley





A.H. 46

Central Services

Bishop Joseph J. Gerry
O.S.B.
President

Patricia M. Collins
Chairperson

John M. Kerry
Chief Executive Officer

September 10, 2002

St. Dom's Housing Associates
Limited Partnership
c/o People's Regional
Opportunity Program
04101
510 Cumberland Avenue
Portland, Maine 04101

Irish Heritage Center
c/o Michelle Doyle
34 Park Street
Portland, Maine

Ladies and Gentlemen:

This letter will confirm that Catholic Charities Maine ("CCME") is willing to grant to a condominium owner's association the members of which are St. Dom's Housing Associates Limited Partnership ("St. Dom's Housing") and Irish Heritage Center ("IHC"), a license agreement to access a dumpster currently located on CCME's property on State Street in Portland. The license will be for a term of three years and will be automatically renewable for successive terms of one year each, unless CCME sends the owner's association written notice at least 60 days before the end of the then-current term stating CCME's intent not to renew the license. The license agreement will obligate the owner's association to pay for emptying of the dumpster once per week, plus any additional emptying required as a result of special events conducted by IHC. IHC and St. Dom's Housing may at their expense construct an enclosure for the dumpster.

Sincerely,

CATHOLIC CHARITIES MAINE

ACCREDITED



COUNCIL ON ACCREDITATION
OF HUMAN SERVICES ORGANIZATIONS
AND PROGRAMS, INC.



United Way

By: _____

John M. Kerry
John Kerry
Chief Executive Officer

A45



Portland Water District

225 Douglass St. • P.O. Box 3553 • Portland, ME 04104-3553

Customer Service Hotline (207) 761-8310

(207) 774-5961

FAX (207) 879-5837

June 4, 2002

Chris Briley, R.A.
TFH Architects
100 Commercial St.
Portland, Me. 04101

Re: St. Dominics Church/School- 42 Gray St.

Chris:

This letter is to confirm there should be an adequate supply of clean and healthful water to serve the needs of the proposed 12 unit housing project at 42 Gray St. and the Irish Heritage Center at 34 Gray St. in Portland. Checking District records, I find there is a 6" water main on the far side of the street in Gray St. as well as a 12" water main on the short side of the street in State Street.

Enclosed are the service records for the two properties in question. The properties are listed as 42 Gray Street which includes the church and school building. A 2" domestic water service installed in 10/3/1930 appears to feed the school building to the left of the church. A 1.5" domestic water service renewed 8/2/35 appears to feed the church. The third service is a 6" CI fire service installed 8/17/61 and that seems to be going to the school building to the left of the church. Additional services if needed could be installed from either Gray St. or State Street. The domestic water services may be adequate but you should think about doing separate fire services which would mean installing one new fire service.

The current data from the nearest hydrant indicates there should be adequate capacity of water to serve the needs of your proposed projects.

Hydrant Location: Gray St. @State St.
Hydrant # 217
Static pressure = 58 PSI
Flow = 1087 GPM
Last Tested = 10/31/89

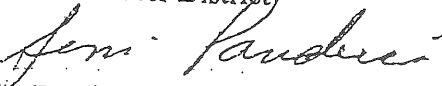
As of 12:00 noon today I have not received your fax, so I hope this letter is adequate for the upcoming meeting on Tuesday.

To: <i>CHRIS CAVERDIS</i>	Date: <i>6/4/02</i>	Portland Water District 225 Douglass St. • Portland, ME 04102 (207) 774-5961 • Fax (207) 761-8307
Co.	# of Pgs.	
Dept.	From: <i>Tom Paradise</i>	
Fax No. <i>773-0184</i>	Phone # <i>724-5961</i>	

The fax you sent on May 30, 2002 finally arrived on my desk at 1:00PM today. Based on the information you sent me the existing domestics should be adequate for your needs. You should at some point consider installing a separate fire service so each building would have their own utilities.

If the district can be of further assistance in this matter, please let us know.

Sincerely,
Portland Water District


Jim Pandiscio
Means Coordinator

Department of Public Works



AH 6

William J. Bray
Director

CITY OF PORTLAND

4 June 2002

Mr. Chris Cavendish,
TFH Architects,
100 Commercial Street,
Portland, Maine 04101RE: The Capacity to Handle Wastewater Flows From 34 Gray Street,
Portland, Maine, Site of the Saint Dominic's Renovations.

Dear Mr. Cavendish:

The existing twelve-inch diameter polyvinyl chloride (PVC) sanitary sewer pipe located in Gray Street has adequate capacity to transport, while The Portland Water District sewage treatment facilities, located off Marginal Way, have adequate capacity to treat, the total anticipated wastewater flows of 2,090 GPD, from the proposed "Irish Heritage Center" project.

<u>Anticipated Wastewater Flows from the Proposed Project</u>	
Proposed 200 Dinner Meals @ 10 GPD/Dinner	= 2,000 GPD
Proposed Six Employees @ 15 GPD/Employee	= 90 GPD
Total Proposed Increase in Wastewater Flows for this Project	= 2,090 GPD

The City combined sewer overflow (C.S.O.) abatement consent agreement, with the U.S.E.P.A. and the Maine D.E.P., requires C.S.O. abatement, as well as Stormwater mitigation, from all projects, in order to offset any increase in sanitary flows.

If I can be of further help, please call me at 874-8832.

Sincerely,
CITY OF PORTLAND

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

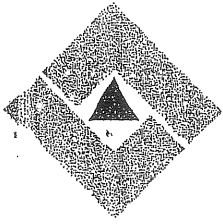
FJB

cc: Alexander Q. Jaegerman, Acting Co-Director, Department of Planning, and Urban Development, City of Portland
Jonathan Spence, Planner, Department of Planning, and Urban Development, City of Portland
Eric Labelle, P.E., City Engineer, City of Portland
Bradley A. Roland, P.E., Environmental Projects Engineer, City of Portland
Anthony W. Lombardo, P.E., Project Engineer, City of Portland
Stephen K. Harris, Assistant Engineer, City of Portland
Todd Merkle, Field Inspections Coordinator, City of Portland
Desk file

Att. 6b.

From: Larry Ash
To: Jonathan Spence
Date: Wed, Sep 4, 2002 12:18 PM
Subject: St. Dominick's Family Housing

Jonathan: The parking lot revision, dated 9/3/02 is adequate as now configured.



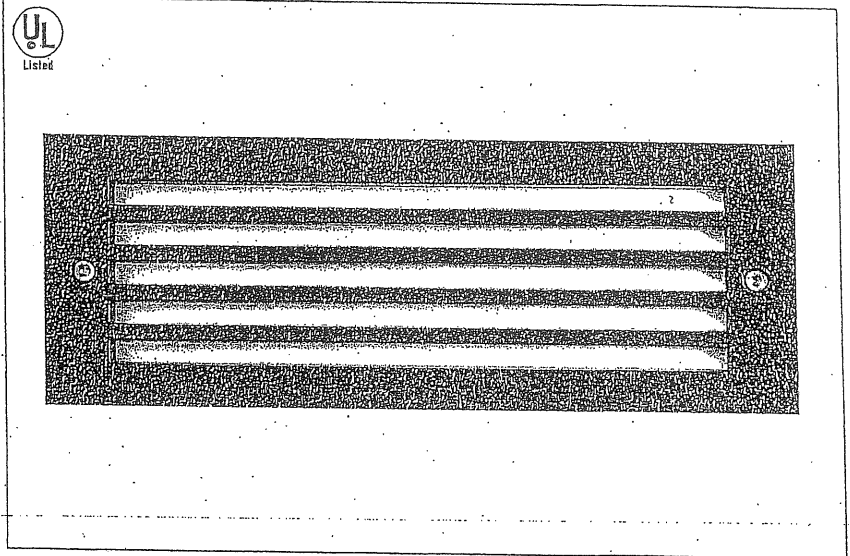
**ARCHITECTURAL
LANDSCAPE
LIGHTING**

2930 South Fairview Street
Santa Ana, CA 92704
Phone: 714 668 3660
Fax: 714 668 1107

SP-03 ^{AH.7}

Step Light

Corridor
Walkways
Accent and
General Lighting



Specifications

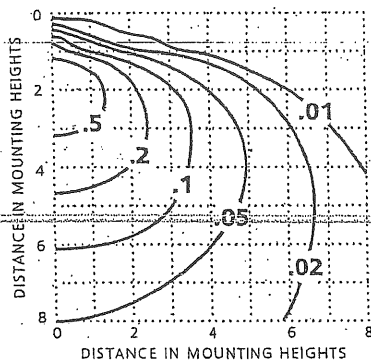
- Lamp/Ballast Housing** Die-cast aluminum with two conduit entrances for through-wiring capability. Designed for concrete pour or wall stud mount.
- Lens Frame** Die-cast aluminum, with five horizontal louvers (grill), fastened to lamp/ballast housing with two stainless steel tamper-resistant screws.
- Lens** Opal polycarbonate U.V. stabilized, sealed to lamp/ballast housing with extruded closed cell EDPM cord gasket.
- Ballast** Normal power factor only.
- Finish** Black baked enamel standard, other colors available.

SP-03

Product Order Guide

Series	Lamp Watts	Lamp Type	Voltage	Lamp	Finish
SP-03	40	INC	120	T10	BK Black CC Custom Color
	→ 9	PL	120 277	PL	
	13	PLC	120 277	PLC	

Example: SP-03-40INC-120-T10-BK

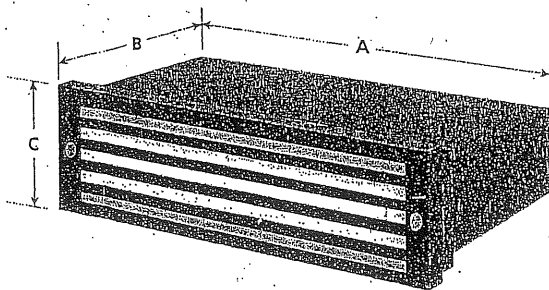


SP-03-9PL
16" Mounting Height
ISOLUX Curve—value in
initial footcandles

Photometric Data

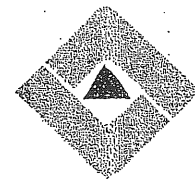
Conversion Factor

Mounting Height	4"	8"	16"	24"
Footcandles Multiplier	16	4	1	0.4



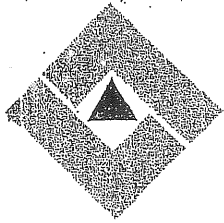
Luminaire Dimensions

Luminaire	A	B	C
SP-02	9.4"	4.3"	3.3"



**ARCHITECTURAL
LANDSCAPE
LIGHTING**

2930 South Fairview Street
Santa Ana, CA 92704
Phone: 714.668.3660
Fax: 714.668.1107

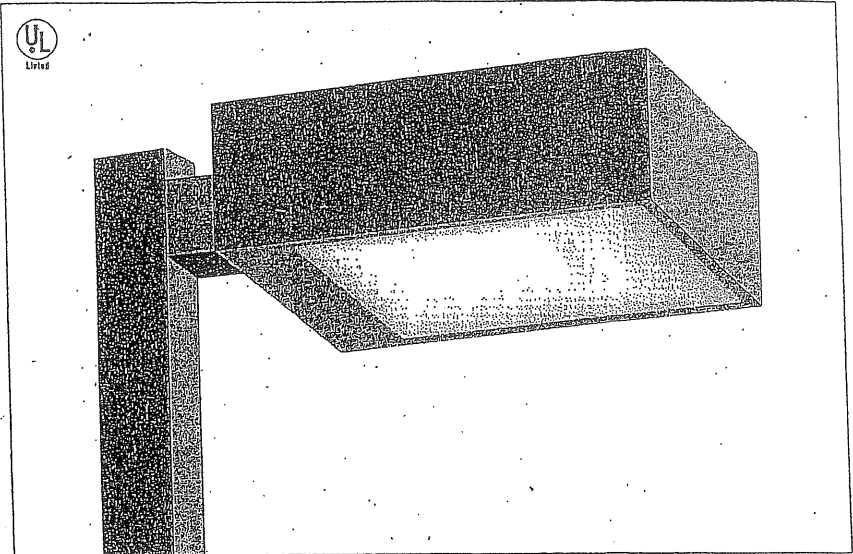


**ARCHITECTURAL
LANDSCAPE
LIGHTING**

2930 South Fairview Street
Santa Ana, CA 92704
Phone: 714 668 3660
Fax: 714 668 1107

AL-01

Parking Areas
Roadway
Pedestrian Walkways
Tennis Courts
Large Areas



Specifications

Light Distribution The AL-01 shall meet the specified light distribution and footcandle levels with an internal optical system and horizontal lamping.

Assembly The fixture shall be factory pre-wired, completely assembled and tested prior to shipment. Field installation to bracket or pole shall be accomplished without having to remove or disassemble any fixture components. Fixture shall be UL listed "suitable for wet location."

Housing The fixture housing shall be constructed from heavy gauge aluminum sheet, internally welded and silicone sealed.

Door Frame Assembly Extruded clear anodized aluminum door frame shall be furnished with fully tempered clear glass lens, thermal and shock resistant. White dacron open cell gasket prevents entry of moisture, dust and insects. All external hardware to be stainless steel.

Ballast Ballast shall be readily accessible, removable and insulated. The fixture is to be factory pre-wired and electronically tested before shipment. Quick disconnects are standard.

Optical Assembly The optical assembly shall be of all non-ferrous components with a multi faceted specular finished reflector, rotatable 90°.

Finish Baked enamel finishes shall be applied over aluminum surfaces. Duranodic® anodized finishes shall be applied over brushed aluminum surfaces of a uniform fine grain. (Specify baked enamel or anodized finish color).

Mounting Details AL-01-B Bracket externally slipfits 2 3/8" O.D. tenons, and the AL-01-R Bracket externally slipfits 2 3/8" to 4" diameter tenons if required. Specify exact tenon dimension, and dimensions of top of round or square poles to ensure compatibility. AL-01-BC denotes aluminum arm furnished with hardware for direct mounting to side of pole. Luminaire shall be pre-wired with high temperature wire, making disassembly for installation unnecessary.

AL-01

Product Order Guide

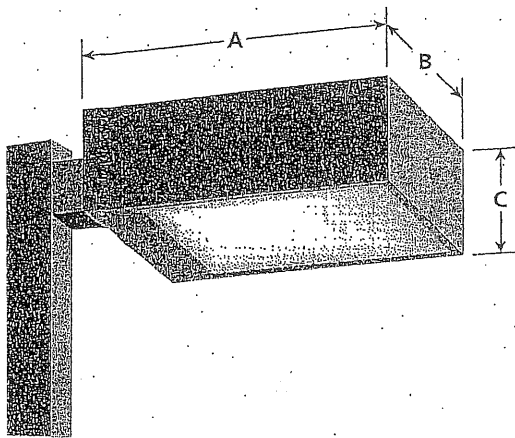
Series	Mounting Type	Number of Fixtures	Lamp Watts	Lamp Ballast	Primary Voltage	Reflector Type	Finish	Options
AL-01	BC/	1	100	MH	120	A	BZ Bronze	F Fusing
	B/	2	175	MH	208	SXII	BK Black	FF Double Fusing
	R/	2L	250	MH	240	SXIII	GR Green	PCC Photo Control W/Receptacle
	S/	3T	400	MH	277	SQ	WH White	PL Polycarbonate Lens Shield
	K/	3Y	1000	MH	480	TC	CC Custom Color	HSS House Side Shield
	WB/	4				TCP	BAA Clear Anodize	QS Quartz Standby
	FWB/			100	HPS		BZA Bronze Anodize	
	CWB/			150	HPS		BKA Black Anodize	
				250	HPS			
				400	HPS			
			1000	HPS				

Example: AL-01-R/3T-1000MH-120-TCP-GR-PCC

Mounting Type

- 3C/ Concealed Hardware Mounting Arm
- 3H/ Square Hub Mounting for 2-3/8 Tenon
- R/ Round Hub Mounting for 2-3/8 - 4" Tenon
- S/ Sweep Arm to Slip 3-1/2 IPS (400W Min)
- K/ Adjustable Knuckle for 2-3/8 Tenon
- VB/ Wall Bracket
- WB/ Flush Wall Mount
- CWB/ Cast Wall Bracket

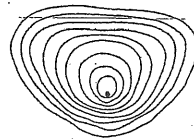
For other mounting types see bracket section



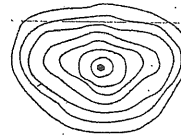
Luminaire Dimension

Luminaire	A	B	C	Weight	EPA
AL-01-100W-250W	20"	15"	6-1/2"	26#	1.26
AL-01-400W	24"	19"	8"	48#	1.82
AL-01-1000W	29"	23"	10"	76#	2.69

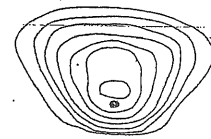
Reflector Type



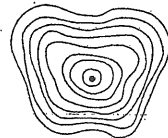
Type A
Asymmetric Forward Throw



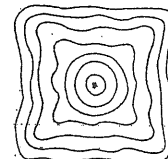
Type SXII
Roadway Type 2 Distribution



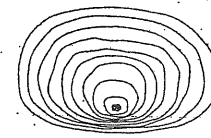
Type TC
Tennis Court Forward Throw



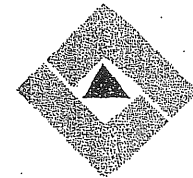
Type SXIII
Roadway Type 3 Distribution



Type SQ
Type 5 Square Distribution



Type TCP
Tennis Court Perimeter cut off



**ARCHITECTURAL
LANDSCAPE
LIGHTING**

2930 South Fairview St.
Santa Ana, CA 92704
Phone: (714) 668-3660
Fax: (714) 668-1107

Foodlights for 150W PAR-38 lamps

General purpose compact floodlights for PAR-38 lamps which are available in spot and flood beam patterns. Single, twin and triple mounting configurations.

Housing: One piece die cast aluminum with integral cooling vents.

Mounting: 7423: two piece die cast aluminum canopy supplied with universal mounting bracket for direct attachment to 3½" or 4" octagonal wiring box. Die cast aluminum swivel with positive stainless steel lock-up can be locked in a fixed position and allows for horizontal and vertical adjustment. 9475: provided with a stainless steel nipple threaded ½" N.P.S. for direct attachment to cast boxes or a selection of mounting accessories.

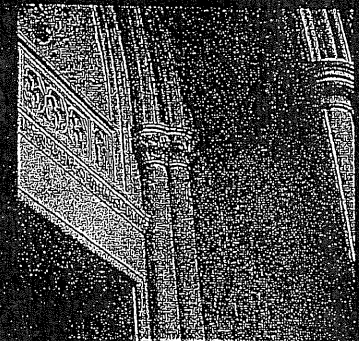
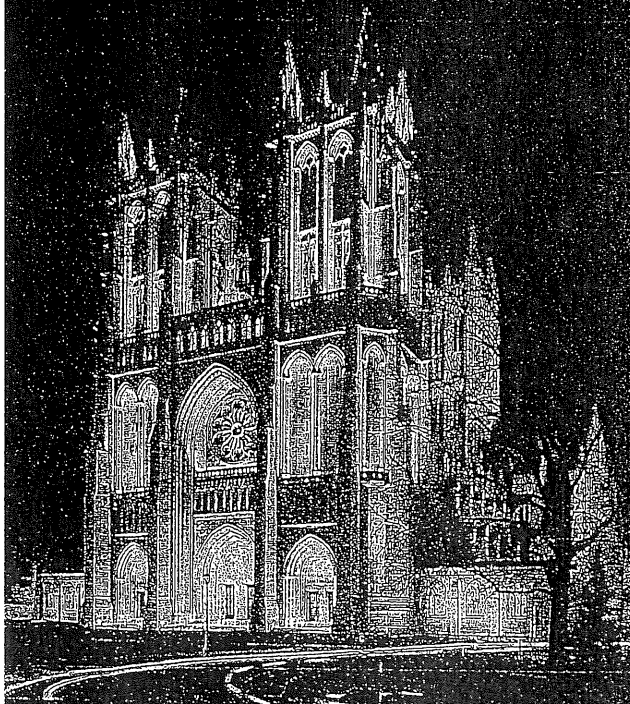
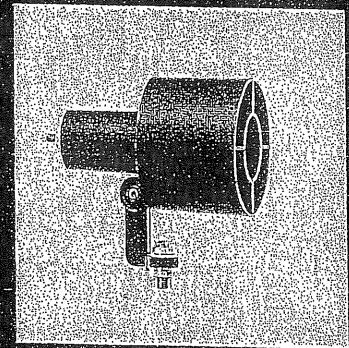
Louver: Supplied with removable, die cast aluminum, "concentric ring" louver for shielding and lamp protection.

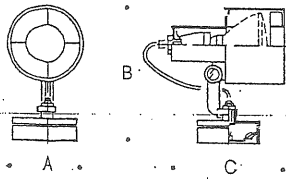
Electrical: Lampholder is porcelain medium base with nickel plated copper screw shell supplied with 200°C high temperature leads, rated 600V. Molded, one piece high temperature silicone rubber "boot" seals lamp base to housing.

Finish: Standard finish is an eight step process consisting of two coats of black or white high solids, UV stabilized polyurethane, one with light texture over a phosphate base.

Custom colors supplied on special order.

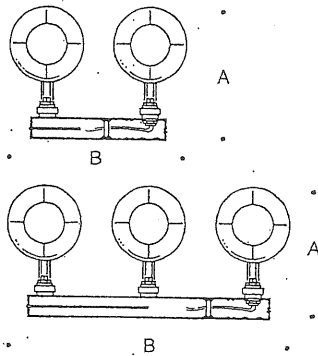
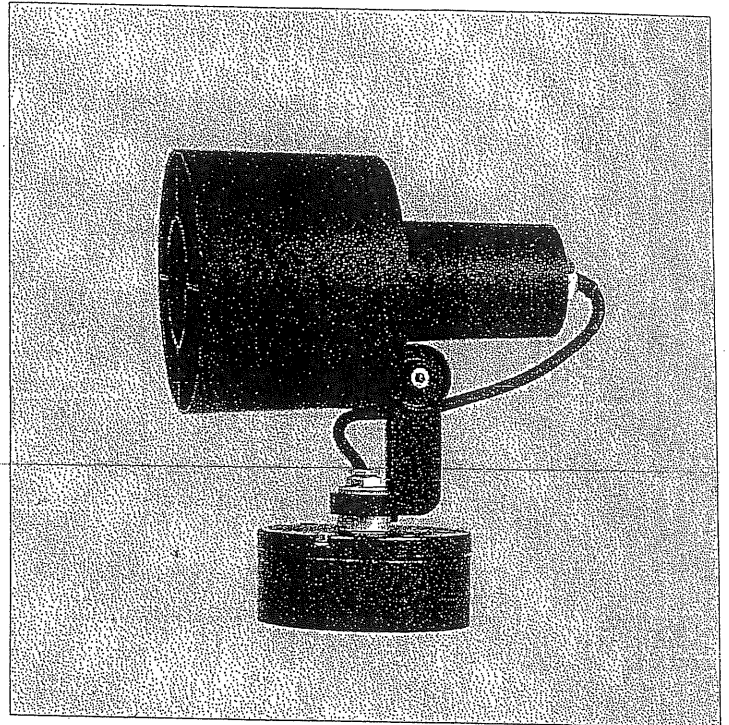
J.L. listed, suitable for wet locations and any mounting orientation.





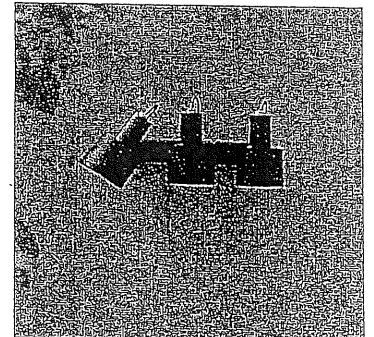
Die cast aluminum floodlight with stainless steel hardware. Fully adjustable 90° from vertical, 360° horizontal rotation. Removable die cast aluminum concentric ring louver provided. Color: Black.

	Lamp	A	B	C
7423 W/Mtg. Plate	1 150W PAR-38	5 ¹ / ₈	9 ¹ / ₁₆	8 ⁷ / ₈
9475 W ¹ / ₂ " I.P.S.	1 150W PAR-38	5 ¹ / ₈	7 ⁵ / ₈	8 ⁷ / ₈



Twin or triple floodlights mounted on a cross beam. Die cast aluminum with stainless steel hardware. Fully adjustable 90° from vertical, 360° horizontal rotation. Removable die cast aluminum concentric ring louvers provided. Color: Black.

	Lamp	A	B
9525 Twin	2 150W PAR-38	9 ¹ / ₂	12 ¹ / ₁₆
9425 Triple	3 150W PAR-38	9 ¹ / ₂	20 ¹ / ₄



Surface mounted high performance floodlight luminaires utilizing Ceramic Metal Halide lamps

High output wall mounted luminaires for indirect or direct flood lighting effects for indoor or outdoor applications. Also may be used as an effective wall washer luminaire when mounted in a vertical position. Symmetrical forward throw distribution.

Construction: One piece die cast aluminum with swivel arm and canopy supplied with universal mounting bracket for direct attachment to 3 1/2" x 4" octagonal wiring box. A round "rotation" plate allows the housing to be precisely leveled (or rotated) after installation. The swivel arm allows 30° downward through 100° upward adjustment.

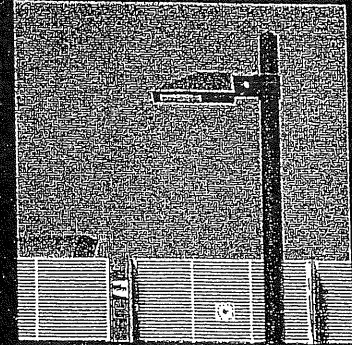
Front Closure: Tempered clear glass, 3/16" thick, retained by one piece die cast aluminum frame, secured by four (4) captive socket head stainless steel screws threaded into stainless steel inserts. Internal full semi-specular optical system. Fully gasketed for weather tight operation in any mounting orientation using a molded silicone rubber O-ring.

Electrical: Lampholders: Single ended porcelain G12, bi-pin with stainless steel contacts supplied with 250°C high temperature leads, rated 600V. Ballasts: are magnetic, HPF, available in 120V or 277V - specify.

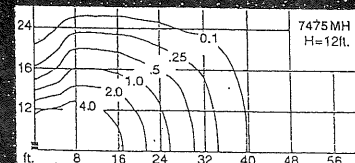
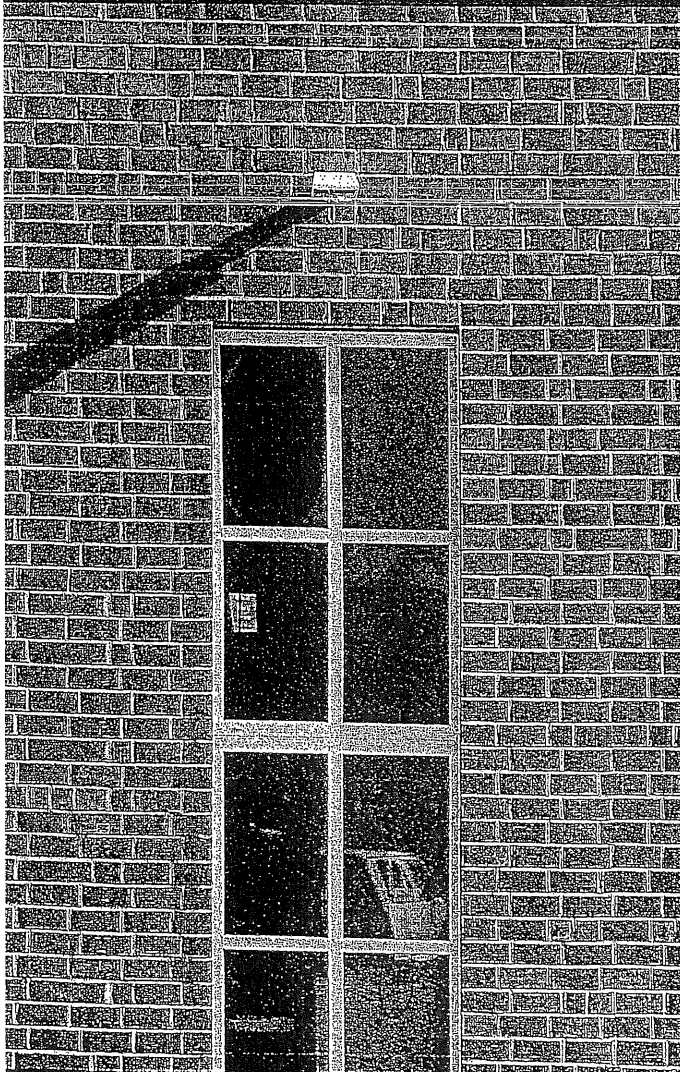
Finish: Standard finish is an eight step process consisting of two coats of black or white high solids, UV stabilized polyurethane, one with light texture over a phosphate base.

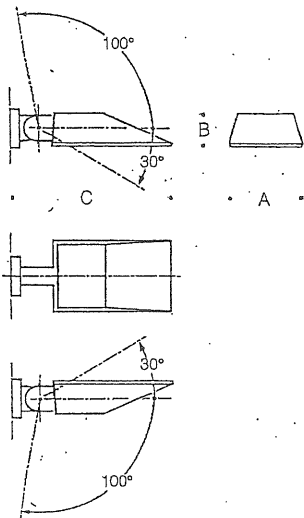
Custom colors supplied on special order.

UL listed, suitable for wet locations.

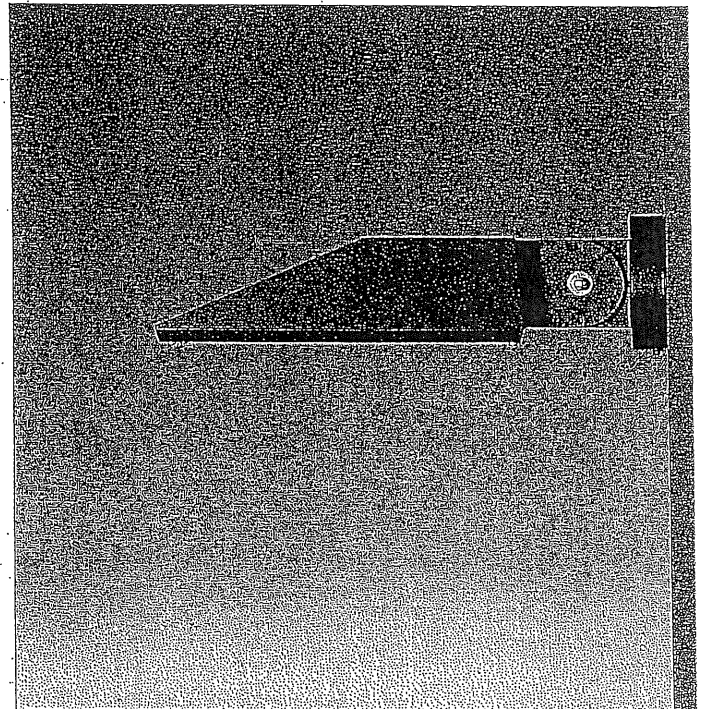


Matching pole mounted luminaires are shown on pages 236 and 237.





Surface mounted luminaires with forward throw floodlighting distribution.
Any orientation mounting.
Finish: Black or white.



Lamp Lumen A B C

7475MH Surface washer 1 70W G12T6 MH 6600 87% 4% 18 1/4"

IHC BUDGET NARRATIVE

The IHC presented two budgets in its first Planning Board Workshop in May. The first was labeled the "basic" and the second, the "ideal". The budget submitted now is a modified "basic", and includes updated information not available in the May presentation. The IHC will not build a theater in the round in the sanctuary, which comprised the major increase in expense within the "ideal" budget. The second major change is the cost of roof repairs. Initial estimates were driven from information relayed from the Catholic Dioceses to the City of Portland at the time of the sale of St. Dom's to the City. The IHC has examined information provided by well known roofing experts (listed below), all of whom agree the original estimates were too high. The new budget reflects the scope of work needed and revised price for slate roof and copper flashing repairs.

The construction budget reflects information secured, and in several cases updated, during the past ten months. The following companies have provided site reviews, evaluations and estimates for the IHC:

Whitney Engineering (mechanicals), Independent Roof Services (roof analysis), Brady Construction (roof repair), Heritage Roofing (roof repair), Tony Muench (landscape design for the meditation garden), Gnome Landscape (masonry), Peter Lord (plaster restoration), Phoenix Glass (stained glass window repair and price estimate), Pine Street Elevator (lula installation), Theodore Logan & Son Paint and Maine Paint (painting in-kind and consultation) and Seacoast Scaffold & Equipment. The pro forma was provided by Tom MacDonald of MacDonald Associates.

The IHC hired John Kaminski of Drummond, Woodsum & MacMahon to evaluate IHC eligibility for **Historic Tax Credits**. Our federal non-profit 501©3 application was edited and reviewed by Mr. Kaminski to insure historic tax credit eligibility would be allowed under our charitable mission. Please note: the revenue sum for historic tax credit stated in this budget reflects the low end amount for eligible tax credit reimbursement.

The IHC recognizes that it is required to demonstrate fiscal capability for the repairs to the exterior of the building. That sum is less than \$400,000. The IHC has identified sources of revenue that exceed that amount of funding, thereby substantiating its capability to complete the work required. The balance of funding will be achieved through an organized, professional capital campaign. The Honorary Campaign Chair is Senator George Mitchell; the Chair is Ms. Mary McAleney. Funding sources have been identified. The official campaign will be launched publicly after the sale of the property has been finalized.

Finally, the final construction budget incorporates detail related to **in-kind** contributions from TFH Architects, the legal firm of Jensen, Baird Gardner & Henry, the AFL-CIO, the Irish American Club, Friends for the Preservation of St. Dominic's and in-kind pledges from skilled tradespersons committed to renovation work for the project. To date, over 100,000 has been received and/or pledged as in-kind donations for interior work. This is a popular project supported by a diverse cross section of community that extends across the state, into New England and beyond. We are confident that fundraising will be successful.

**IRISH HERITAGE CENTER
CONSTRUCTION BUDGET**

BASIC REPAIRS AND DEVELOPMENT (Minimum Necessary)
DESCRIPTION

CASH/INCOME (A)(B)

Cash on Hand	\$17,000
PROP/Portland West	50,000
Historic Tax Credits	350,000
HCD	50,000
Grants	100,000
Individual Donors & Families	150,000
Banks & Businesses	150,000
Fund Raising Events	50,000
Pledged materials & labor	100,000
In Kind Professional Services (accounting & legal)	10,000
In Kind Architectural & Design Services	5,000
INCOME TOTAL	<u>\$1,032,000</u>

CONSTRUCTION COSTS

General Conditions	\$57,000
Site Construction	11,294
Concrete	6,000
Masonry	17,000
Metal	51,100
Wood & Plastics	2,100
Roof Repairs	300,000
Doors/Windows	12,245
Finishes	134,121
Equipment	25,450
Furnishings	20,000
Special Construction	20,600
Conveying Systems	34,920
Mechanical	32,500
Heating System Changes	30,000
Roof Survey	4,000
Electrical	33,500
Construction Manager	50,000
Construction Contingency	35,391
Construction Bonds/Insurance	10,617
Architect/Engineering	49,548
Survey	4,500
Inspections	2,800
Legal Fees	35,000
Accounting Fees	40,000
Environmental Report	8,000
Soft Cost Contingency	5,000
TOTAL CONSTRUCTION COSTS	<u>\$1,032,686</u>

hazardous material
LULA
plumbing

NET (\$686)

AH9

PROJECT SUMMARY SHEET

Project Name **St. Dom's Family Housing**
 Project Address **34 Gray Street**
 Project Community **Portland**
 Developer **PROP/Portland West**
 Number of Units **12**

Unit Mix	50% and Below	51%-60% AMI
1 Bedroom	1	
2 Bedroom	3	2
3 Bedroom	2	2
4 Bedroom	2	
Total	8	4

Eligible Basis **\$ 2,106,274**

	Credit	Price	Equity
Federal Historic Credit	421,255	0.95	\$ 400,192
State Historic Credit	421,255	0.30	\$ 110,000
Federal LIHTC Credit	179,000	0.78	\$ 1,396,200
TOTAL EQUITY			\$ 1,906,392

Sources		Uses	
First Mortgage	\$ -	Development Costs	
MSHA Subsidy	\$ 240,000	Acquisition	\$ 200,000
City of Portland	\$ 90,000	Construction	\$ 1,583,430
City of Portland CDBG Funds	\$ 130,000	Professional Services	\$ 198,677
City of Portland HOME Funds	\$ 130,000	Interim Costs	\$ 68,178
General Partner-Deferred Fee	\$ 7,037	Financing Costs	\$ 1,000
Federal Historic Equity	\$ 400,192	Other Soft Costs	\$ 43,150
State Historic Equity	\$ 110,000	Developer Fees	\$ 317,839
Federal LIHTC Equity	\$ 1,396,200	Reserves	\$ 91,155
		TOTAL DEVELOPMENT COSTS	\$ 2,503,429
Construction Loan	\$ 1,620,167		
TOTAL SOURCES	\$ 2,503,429	TOTAL USES	\$ 2,503,429

First Year Income/Expense

Income	88141
Operating Expense	70908
NOI	17233
Debt Service Payment	0
Cash Flow	17233

Debt Coverage Ratio **#DIV/0!**
 Operating Expenses/Unit **\$ 5,909**
 Operating Expenses/psf **\$ 3.98**



Key Community Development
Corporation
Maine One One-27-0701
127 1/2 Blue Square
Cleveland, OH 44114-1306

Tel: 216 649-1871
Fax: 216 649-3865

THE TERMS SET FORTH BELOW ARE INTENDED FOR THE PURPOSE OF OUTLINING THOSE TERMS PURSUANT TO WHICH A DEFINITIVE AGREEMENT MAY BE ENTERED AND DO NOT AT THIS POINT IN TIME CONSTITUTE A BINDING CONTRACT. AN INVESTMENT BY KEY COMMUNITY DEVELOPMENT CORPORATION IS CONTINGENT UPON, AMONG OTHER THINGS, COMPLETION OF DUE DILIGENCE, THE NEGOTIATION AND EXECUTION OF DEFINITIVE AGREEMENTS AND APPROVAL OF ITS INVESTMENT COMMITTEE.

February 28, 2002

People's Regional Opportunity Program
St. Dom's Development, LLC
510 Cumberland Avenue
Portland, ME 04101

Re: St. Dom's Housing Associates, LP
12 Unit Low-Income Tax Credit Project In Portland, ME

Dear People's Regional Opportunity Program/ St. Dom's Housing Associates:

Key Community Development Corporation ("Key CDC") has recently reviewed your plans to rehabilitate 12 units of family affordable housing in the Portland neighborhood of Cumberland County in Maine ("the Project"). The total cost of the Project will be about \$2,513,428 inclusive of Key CDC fees. The purpose of this letter is to express an interest in providing equity financing based upon the purchase of Low Income Housing Tax Credits ("LIHTC") and the Federal and State Historic Tax Credits.

The General Partner hereby grants Key CDC the exclusive right to acquire the interest in the Partnership commencing on the date of the initial execution of this contract and terminating 120 days hereof. Key CDC and the General Partner agree to use their best efforts to achieve Key CDC's admission to the Partnership.

Based upon review of the preliminary information provided by MacDonald Associates, Key CDC shall consider investing in the Project subject to, but not limited to, the following terms:

- Key CDC is willing to acquire a 99.9% Limited Partner interest in the Project at a purchase price of \$1,396,200 or 50.78 per low-income tax credit dollar received by Key CDC. Key CDC is willing to purchase price the federal historic tax credits at a price of \$400,192 or \$0.95 per low-income tax credit dollar received by Key CDC. Key CDC is willing to purchase price the state historic tax credits at a price to be determined per low-income tax credit dollar received by Key CDC.
- The Project is expected to generate LIHTC of \$179,000 annually, federal historic tax credits of \$421,255, and state historic tax credits of \$110,000. Appropriate credits shall be required if projected tax credits are not achieved
- Key CDC shall be allocated 99.9% of the annual profits, losses, and tax credits.
- Annual cash flow sharing shall be distributed 99.9% to Key CDC and 0.1% to the General Partner.
- Key CDC may consider an Incentive Management Fee of 50% to the General Partner, payable after appropriate priorities.

St. Dom's Housing Associates, LP 2

02/29/2002

- Key CDC shall require that any operating deficits be covered by appropriate guarantees by the General Partner and Developer to fund such deficits and said guarantees shall be reflected as such in all applicable documents.
- Key CDC shall require that appropriate Lease Up, Replacement, and Operating Reserves be established.
- Construction financing in the aggregate amount of \$1,520,167, permanent financing in the amount of \$240,000, subordinate financing in the amount of \$350,000 shall be arranged by the General Partner under terms and conditions satisfactory to Key CDC.
- The Developer shall earn a Development Fee projected to be approximately \$317,838 plus unidentified project cost savings, if any. It is anticipated that the \$210,561 shall be paid from proceeds of the first installment, and \$90,241 from the proceeds of second and third installments. It is estimated that approximately \$17,037 of the total amount due on the Development Fee shall be in the form of a Deferred Development Note which will be paid out of available cash now.
- Upon sale or refinancing, after required priority distributions, proceeds shall be distributed 25% to Key CDC and 75% to the General Partner. At the conclusion of the Compliance Period, St. Dom's Development or another qualified nonprofit organization shall have the right to purchase the Project for a price equal to all outstanding debt plus any tax liability of the Key CDC resulting from the sale.

This letter is neither a contract nor a firm commitment, and neither party intends for the preliminary understandings contained herein to represent an agreement as to this transaction. The purpose of this letter is to outline the basic terms under which Key CDC is willing to consider investing equity financing. Further review of this proposal is subject to, but not limited to, receipt of the market study, environmental study, property appraisal, finalized plans and specifications, zoning and other municipal approvals, operating pro formas, a detailed source and use of funds, and approval by Key CDC's Investment Committee. The terms as outlined herein are subject to change upon further due diligence review.

Thank you for submitting your equity proposal to Key CDC and good luck in securing a tax credit allocation in the upcoming round. Please contact me at 216.809.5143 with any questions or concerns regarding this letter.

Please acknowledge your acceptance of this letter within 14 days hereof or this letter becomes null and void.

Sincerely,



Miesha L. Wilson
Assistant Vice President
Key Community Development Corporation

Acknowledged this _____ day of _____, 2002:

_____ General Partner

By: _____

Title: _____

Order 278-01/02
Tab 49 5-20-02

Att 10a

KAREN A. GERAGHTY (MAYOR) (2)
PETER E. O'DONNELL (1)
NATHAN H. SMITH (3)
CHERYL A. LEEMAN (4)
LAY M. HIBBARD (5)

CITY OF PORTLAND
IN THE CITY COUNCIL

JAMES F. CLOUTIER (A/L)
PHILIP J. DAWSON (A/L)
JILL C. DUSON (A/L)
NICHOLAS M. MAVODONES (A/L)

**ORDER AUTHORIZING SALE OF ST. DOMINIC'S CHURCH
TO IRISH HERITAGE CENTER**

ORDERED, that the City Manager is hereby authorized to executed a purchase and sale agreement in substantial form as that attached hereto and any other documents required for the sale of St. Dominic's Church to the Irish Heritage Center; and

BE IT FURTHER ORDERED, that the Director of Finance is authorized to execute a deed conveying said property to the Irish Heritage Center.

Postponed on 5/20/02
Passed 6/3/02 8-0 (Hibbard out)

Order 279-01/02
Tab 43 5-20-02

Att. 106

CAREN A. GERAGHTY (MAYOR) (2)
ETER E. O'DONNELL (1)
JATHAN H. SMITH (3)
JHERYL A. LEEMAN (4)
AY M. HIBBARD (5)

CITY OF PORTLAND
IN THE CITY COUNCIL

JAMES F. CLOUTIER (A/L)
PHILIP J. DAWSON (A/L)
JILL C. DUSON (A/L)
NICHOLAS M. MAVODONES (A/L)

**ORDER AUTHORIZING SALE OF ST. DOMINIC'S GIRLS SCHOOL
TO ST. DOM'S HOUSING LIMITED PARTNERSHIP**

ORDERED, that the City Manager is hereby authorized to executed a purchase and sale agreement in substantial form as that attached hereto and any other documents required for the sale of St. Dominic's Girls School to the St. Dom's Housing Limited Partnership; and

BE IT FURTHER ORDERED, that the Director of Finance is authorized to execute a deed conveying said property to St. Dom's Housing Limited Partnership.

Postponed on 5/20/02
Passed 6/3/02 8-0 (Hibbard out)

PURCHASE AND SALE AGREEMENT

Att. 1/a

THIS AGREEMENT for the purchase and sale of real estate made as of the 18th day of July, 2002 by and between the **CITY OF PORTLAND**, a body politic and corporate located at 389 Congress Street, Portland, Maine (hereinafter referred to as "**CITY**"), and **IRISH HERITAGE CENTER**, a Maine nonprofit corporation with a mailing address of P.O. Box 7588, Portland in Cumberland County, Maine 04112-7588 (hereinafter referred to as "**BUYER**").

WITNESSETH:

WHEREAS, **CITY** is the owner of real estate located at 34 Gray Street, Portland, Maine, known as St. Dominic's Church; and

WHEREAS, **BUYER** desires to acquire the property for use as a cultural and community center; and

WHEREAS, **CITY** agreed by vote of the Portland City Council on June 3, 2002 to sell the Property to **BUYER**;

NOW, THEREFORE, in consideration of the foregoing and for other good and valuable consideration, the receipt of which is hereby acknowledged, **CITY** and **BUYER** agree to be legally bound as follows:

1. **SALE.**

CITY agrees to sell the Property to **BUYER**, and **BUYER** agrees to purchase the Property in accordance with the provisions hereof. **BUYER** agrees to accept the property as is, where is, with no warranties as to its condition by **CITY** whatsoever.

2. **CONSIDERATION.**

The purchase price for the Property shall be One Dollar (\$1.00).

3. TITLE.

Title to the Property shall be conveyed by Quitclaim Deed, without covenant, and shall be free of liens and encumbrances except to the extent there are easements and encumbrances of record in the Registry of Deeds that do not affect the use of the Property for its intended purpose.

The deed from CITY shall contain a covenant that the building must be used as a non-profit community and cultural center. Any proposed substantial changes in use of the property must be approved by CITY and shall be in compliance with zoning ordinances.

4. POSSESSION.

Full possession of the Property will be given at the transfer of title.

5. RISK OF LOSS.

The risk of loss or damage to the Property by fire or otherwise, until transfer of title hereunder, is assumed by CITY. The Property is to be delivered in substantially the same condition as of the date of this Agreement.

6. CLOSING.

The closing shall be held at Portland City Hall at a time mutually agreeable to the parties within thirty (30) days of the receipt of zoning and site plan approval by BUYER, but in any event no later than six (6) months from the date of this Agreement.

7. CONDITIONS WHICH WILL SURVIVE CLOSING.

- a. BUYER shall obtain all necessary federal, State and City approvals and permits for the renovation work on the Church structure ("building"). Upon the completion of the rehabilitation work and the issuance of a certificate of occupancy, CITY shall execute a certificate indicating this condition has been met to CITY's satisfaction.
- b. All renovations to and rehabilitation of the building must be in accordance with historic preservation standards established by the U.S. Department of Interior and in substantial accordance with the plan submitted by BUYER to City Housing Committee on March 27, 2002. Upon the completion of the rehabilitation work and the issuance of a certificate of occupancy, CITY shall execute a certificate indicating this condition has been met to CITY's satisfaction.
- c. The building must be maintained in good condition.
- d. Following rehabilitation, BUYER shall convey to CITY a conservation easement on the exterior façade of the building to ensure it is maintained in compliance with standards established by the U.S. Department of Interior. Acceptance of the easement by CITY shall discharge this condition.
- e. BUYER shall execute a covenant that shall run with the land that shall allow CITY or its successors and assigns, as contract beneficiaries, to enforce the

conditions of this Purchase and Sale Agreement in the event of a breach of the conditions stated herein. This covenant shall be executed and delivered at time of closing.

- f. **BUYER** shall enter into an agreement with **CITY** providing for an annual payment to **CITY** in lieu of taxes for so long as the building and property remain exempt from property taxes. Said Agreement shall provide that **BUYER** and its successors and assigns shall pay one third (1/3) of the real estate tax assessed against the Property as if it had not been determined to be tax exempt. Payments shall begin five (5) years after **BUYER** begins to operate the premises providing that economic stability has been achieved in the operation of Property.

8. **BINDING EFFECT.**

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, administrators, successors and assigns.

9. **ENTIRE AGREEMENT.**

This Agreement represents the entire and complete Agreement and understanding between the parties and supersedes any prior Agreement or understanding, written or oral, between the parties with respect to the acquisition or exchange of the Property.

10. **HEADINGS AND CAPTIONS.**

The headings and captions appearing herein are for the convenience of reference only and shall not in any way affect the substantive provisions hereof.

11. **GOVERNING LAW.**

This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of Maine.

12. **NOTICE.**

Any notice required or permitted under this Agreement shall be deemed sufficient if mailed with first class postage affixed or delivered in person to:

FOR THE CITY:

City of Portland
ATTN: CITY MANAGER
389 Congress Street
Portland, ME 04101

With a copy to:

Lee Urban, Director Planning and Development
City of Portland
389 Congress Street
Portland ME 04101

FOR THE BUYER:


Irish Heritage Center
P.O. Box 7588
Portland, ME 04112

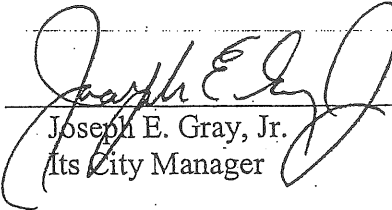
With a copy to:

Michael Quinlan, Esq.
Jensen, Baird, Gardner & Henry
10 Free Street
Portland, ME 04101

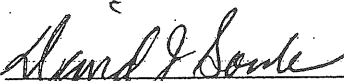
IN WITNESS WHEREOF, the parties have hereunto set their hands and seals on the day and year first above written.

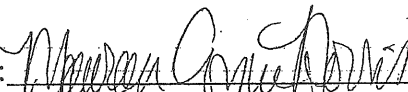
CITY OF PORTLAND



WITNESS

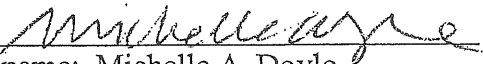
By: 
Joseph E. Gray, Jr.
Its City Manager

IRISH HERITAGE CENTER


WITNESS

By: 
Printed name: Maureen Coyne Norris
Its: President


WITNESS

By: 
Printed name: Michelle A. Doyle
Its: Secretary

Att. 116

PURCHASE AND SALE AGREEMENT

THIS AGREEMENT for the purchase and sale of real estate made as of the 15th day of July, 2002 by and between the **CITY OF PORTLAND**, a body politic and corporate located at 389 Congress Street, Portland, Maine (hereinafter referred to as "**CITY**"), and **ST. DOM'S HOUSING ASSOCIATES LIMITED PARTNERSHIP**, a Maine Limited Partnership with an address of 510 CUMBERLAND AVE, Portland in Cumberland County, Maine (hereinafter referred to as "**BUYER**").

WITNESSETH:

WHEREAS, **CITY** is the owner of real estate, including the land with the buildings and improvements thereon located at 34 Gray Street, known as the St. Dominic's Church School, and more particularly described on Exhibit A attached hereto and made a part hereof (the "Property"); and

WHEREAS, **BUYER** desires to acquire the Property and convert it to twelve (12) housing units; and

WHEREAS, **CITY** agreed by vote of the Portland City Council on _____, 2002 to sell the Property to **BUYER**;

NOW, THEREFORE, in consideration of the foregoing and for other good and valuable consideration, the receipt of which is hereby acknowledged, **CITY** and **BUYER** agree to be legally bound as follows:

1. **SALE.**

CITY agrees to sell the Property to **BUYER**, and **BUYER** agrees to purchase the Property in accordance with the provisions hereof.

2. **CONSIDERATION.**

The purchase price for the Property shall be Two Hundred Thousand Dollars (\$200,000.00) to be paid in full at closing.

3. **TITLE:**

Title to the Property shall be conveyed by Quitclaim Deed, without covenant, and shall be free of CITY liens and encumbrances except to the extent such encumbrances are of record in the Cumberland County Registry of Deeds and do not adversely affect the use of the Property for its intended purpose. Buyer shall have no obligation to purchase the Property unless Buyer is able to procure (at Buyer's sole cost and expense) a policy of title insurance containing no exceptions to title other than exceptions that do not adversely affect the use and enjoyment of the Property. Buyer shall notify City in writing within ninety (90) days of the date of this Agreement as to the state of title to the Property. In the event there are defects in the title to the Property, and neither Buyer nor the City is willing to cure such defects, then Buyer shall have the right to terminate this Agreement by written notice.

4. **POSSESSION.**

Full possession of the Property will be given at the transfer of title free and clear of all leases and tenancies.

5. **RISK OF LOSS.**

The risk of loss or damage to the Property by fire or otherwise, until transfer of title hereunder, is assumed by CITY. The Property is to be delivered in substantially the same condition as of the date of this Agreement.

6. **CLOSING.**

The closing shall be held at Portland City Hall or at the offices of Buyer's construction lender at a time mutually agreeable to the parties upon completion of all conditions to closing described in paragraph 7 of this Agreement, but in any event no later than January 1, 2003. In the event such conditions are not met within such time period, this Agreement may be terminated at the option of CITY.

7. **CONDITIONS TO CLOSING.**

The obligation of Buyer to close hereunder is subject to the satisfaction of all of the following conditions before the closing:

- a. BUYER shall obtain all necessary federal, State and City approvals and permits for the construction of twelve (12) housing units on Property.
- b. BUYER shall be responsible for the costs and obtaining of a survey and party wall agreement separating the school from St. Dominic's Church, to be conveyed to the Irish Heritage Center.
- c. BUYER shall obtain all necessary financing to complete the project as planned.

- d. BUYER shall have conducted such surveys, inspections and environmental assessments as Buyer in its discretion requires, and the results of all such inspections shall be satisfactory to Buyer in its sole discretion. Buyer shall return the Property as nearly as possible to its original condition following all such inspections.

In the event any of the foregoing conditions is not satisfied before the closing, Buyer shall have the right to terminate this Agreement by written notice.

8. **CONDITIONS WHICH SURVIVE THE CLOSING.**

The following are conditions subsequent, which shall survive the closing and be memorialized in written instruments executed and delivered at closing:

- a. BUYER shall execute a Covenant for the benefit of CITY, which shall run with the land, requiring that the Property remain as affordable housing for a period of ninety (90) years.
- b. The Deed from CITY to BUYER shall contain a condition that BUYER, its successors and assigns, shall pay full real estate taxes on the Property and if at any time the Property becomes tax exempt, the then Owner shall be required to make a payment in lieu of taxes equal to the real estate taxes that would be assessed on the Property were it not exempt.

9. **BINDING EFFECT.**

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, administrators, successors and assigns.

10. **ENTIRE AGREEMENT.**

This Agreement represents the entire and complete Agreement and understanding between the parties and supersedes any prior Agreement or understanding, written or oral, between the parties with respect to the acquisition or exchange of the Property.

11. **HEADINGS AND CAPTIONS.**

The headings and captions appearing herein are for the convenience of reference only and shall not in any way affect the substantive provisions hereof.

12. **GOVERNING LAW.**

This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of Maine.

13. NOTICE.

Any notice required or permitted under this Agreement shall be deemed sufficient if mailed with first class postage affixed or delivered in person to:

FOR THE CITY: City of Portland
ATTN: CITY MANAGER
389 Congress Street
Portland, ME 04101

With a copy to: Lee Urban, Director of Planning
and Urban Development
City of Portland
389 Congress Street
Portland ME 04101

FOR THE BUYER: St. Dom's Housing Limited Partnership

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals on the
day and year first above written.

CITY OF PORTLAND

Sonia Beas
WITNESS

By: *Joseph E. Gray, Jr.*
Joseph E. Gray, Jr.
Its City Manager

ST. DOM'S HOUSING ASSOCIATES
LIMITED PARTNERSHIP

BY: St. Dom's Family Housing, Inc., its
General Partner

[Signature]
WITNESS

By: *[Signature]*

Printed name: *Ethan Steinberg*

Its: *Executive Director*

**IRISH HERITAGE CENTER
NEIGHBORHOOD MEETING
MINUTES**

Date Held: Tuesday, May 28, 2002
 Location: 100 State Street
 Invitation List: Provided by Portland City Hall
 Attendees: List attached
 Time: 6:35 p.m. to 7:49 p.m.

Opening remarks by Maureen Coyne Norris, IHC Board President. Board members Jim Walsh, David Soule & Bob Kearney introduced; Chris Cavendish of TFH Architects, David Garrity of Board Advisory Committee.

1. Linda Hogan. Overview of project. History of St. Dominic's as more than a church; a community center. Planned use for Sanctuary and Lower Levels described.

Sanctuary: concerts, theater, weddings, funerals, film festivals, public forums, festival masses.

Lower Level: Bingo, dinners, receptions, Irish American Club meetings, community programs, non-profit meeting space, offices. The IHC is returning St. Dominic's to the community. (Applause.)

2. TFH: Walked through designs for the renovation, emphasizing community spaces. Started with Lower Level and updated changes from last public meeting, i.e. no wall in Lower Level, added Meditation Garden, new bathrooms, LULA. Upstairs pews on castors will provide for the use of different functions. Upstairs is larger for other uses such as theater, open for dances (Ceili, contra). Option could be Theater In The Round, moveable stage and individual sections.

Question: Funerals? Assured by Jim Walsh that funerals can occur there even though it's no longer a Catholic Church. Ministers and priests can hold funerals anywhere now.

Question: Parking: Will there be problems in receiving money (grants) for religious "stuff"? Answer Linda Hogan: The IHC is not a church and won't seek grant money for religious purposes.

3. Parking Plan: Linda reviewed the parking space plan.

a. 6 spaces IHC

b. 29 spaces Catholic Charities Maine

c. 23 Reiche School (can be more when available)

d. 8 spaces at 268 Spring Street (Betty Pomeroy)

e. Total: 66 spaces; only 26 required. Only 2 needed for staff and 2 for guests.

f. Shuttle options: Cheverus High School; 70 spaces; Bubba's Lounge, 60 spaces; Knights of Columbus in South Portland, 25 spaces; Portland Fish Pier; 150 spaces; Portland International Ferry Terminal 50-250 (November -May)

Cheverus will provide a bus or van; Portland West has offered a van for shuttles.

Assured everyone that the IHC is still looking for options closer to St. Dominic's and is very concerned about parking for the IHC and the neighborhood.

4. Financial Plan: Linda Hogan reviewed fundraising to date.

- a. Pro Bono or reduced fees provided by TFH Architects and Jensen-Baird Law Firm. Volunteers already contributed \$10,000 in paint, painting and supplies for the Lower Level. More volunteers have pledged to do the bathrooms. Potential \$100,000 in-kind already.
- b. Irish American Club has contributed \$50,000 in a no-interest loan.
- c. PROP-Portland West will contribute \$50,000, through the City, when they purchase the school.
- d. IHC is eligible to apply for City HCD funding for \$100,000 this fall (spring award.)
- e. Historic Preservation Grants, state and federal, have been identified and will be supported by the Maine Historic Preservation Commission and Greater Portland Landmarks..
- f. Economic Development Initiative funds (federal) have been identified. (2003)
- g. 30 local and state foundations, have been identified. Working with Maine Community Foundation and The Maine Grantsmanship Center. Friends helping.
- h. In-kind. Strong support through the Irish American Club and the Foundation for the Preservation of St. Dominic's. The IHC has a large base with multiple themes for funding (community center, historic preservation, museum, arts center, Irish)
- i. Banks have interest. Sale of Historic Tax Credits could be \$350,000-\$600,000.
- j. The IHC will be open to all. Plans are fluid and will respond to community.

Question: Handicap accessibility? Yes. We will comply with ADA, have a LULA for the Lower Level and Sanctuary.

Question: Fire escape staying on school side? Yes. Not for the IHC property.

Question: What's the next step? City Council full vote on June 3rd; Historic Preservation on June 5th; Planning Board on June 11th.

Question: How will the IHC be heated? Oil, with remaining tanks. School will have gas.

Comments: David Garrity: Greater Portland Landmarks has offered its mailing list of 2000 members, for fundraising. Wanted to remind everyone that many events will be small in size, for neighbors who can walk (such as Bingo) with 25 people, not the maximum of 300. Linda gave examples of walking craft fairs, meetings, etc. Spoke of working with Victoria Mansion to combine walking tours during holiday seasons.

Question: How will the shuttle system work? IHC will work with wedding parties to determine size of guest list and offer options. People don't have to use shuttle; can't control everybody. IHC is making good effort.

Question: Bar? No bar, but per diem licenses for functions is standard; maybe BYOB for some events.

Comment: Dan Murphy suggested pursuing St. Elizabeth's Child Care Center for 13 parking spaces nights and weekends there. Linda will follow up.

Question: Everett asked about helping the seniors at 100 State Street with shuttle buses for their events. Discussion about RTP, Metro. Linda will follow up with Everett.

Question: Nancy Merrow. What is a Festival Mass? Explained she's not Catholic. Jim Walsh described as an occasional, holiday mass such as St. Patrick's Day. Can be special event, fundraiser, many reasons.

Comment: Will the IHC still be a church. Linda: NO! Not a church!

Question: Will there be a janitor? Yes!

Comment: Dan Murphy spoke of growing up on Brackett Street and walking to St. Dom's for neighborhood events. Happy the church is being restored; excited about the prospect of returning it to the community. (Applause from audience.)

Question: When will the IHC be open? Begin renovations this summer, doing fundraising, work in stages. Hope to have functions in the next year.

Comment: Nancy Merrow: What is the board composition? How many Catholics on board? Linda explained the board has 9 seats; 6 from the Irish American Club and 3 from St. Dom's. Nancy commented that she never saw people use the church when it was open, poor attendance. Jim Walsh said 4,000 in heyday; 300 when it closed. Jim explained the Diocese's decision to close the church was controversial with parishioners.

Question: Will there be lots of community dinners? YES! (Applause)

Question: How does Bingo work? Linda read part of a report by Susan Flaherty that described power ball, card pricing and pay outs.

End of questions and comments. Meeting adjourned at 7:49 p.m.

NAME

ADDRESS

PHONE #

Julia Luchasz 100 State St #580 775-5122

Gregorio Salas 100 State St #218 761-0678

J. F. Hatter 777-7777 16

Ed King 235 State St 828-1403

Katherine Chadbourne 100 State St. 774-3266

Margaret Donnelly 100 State St 775-0401

Margaret J. Arreda 100 State St 773-8116

Anna C. Arreda 100 State St.

Edward J. Torrey 174 Davenport St 02 774-5412

Barbara Northway 163 Danforth 04102 879-8755

Bill O'Grady 100 STATE ST 774-4283

Barbara Patricia Vane 603 Belfield St 828-0590

NAME

ADDRESS

PHONE

Mary E. Redden	100 State St Apt. 103	773-4515
Margaret Keesee	100 State St Apt. 232	871-5899
Melvin Logan	96 PARK ST PORT	870-0118
Bob Kearney	11 Shaw Ave. Rd Standish 04084	892-2372
Ellen Blake	100 State St	773-6634
Patty Blake	100 State St	11 11
Jordaine Dunsmuir	100 State St	772-0568
David Garrity	174 Danforth	774-5412
David Smith	10 Churchill Rd	799-4575
James J. Walsh	28 Bennett St - 10011	794-8364
Catherine Carland	100 State	871-1894
Madeleine Campbell		
John M. Hogan	96 Park St. Portland	799-4255

43

IRC
5/28/02

NAME ADDRESS PHONE NUMBER

Dan Murphy 25 Woodmont St 774-8474

MARY Keaney 100 State St apt 519 780-1189

Sue Chapman 100 State St apt 421 774-4393

Judy Powell 160 State St 602 773-4633

Emma M. Maloney
100 STATE ST #521 774-0996

Margaret Donald 100 State St 506

Wanda Huang 100 State St

Nancy Merritt 94 GRAY ST 871-5846

Jim Luthy 94 Gray St 871-5846

Chris Cavetish 111 Sherman St Apt 11 828-0914

Beth a Pomroy

Mary Beberly 100 State St 77-21816

Wendy Sherwin 31 State St 767-3106

Mary E Joyce 100 State St

Arthur H. Johnson 100 State St 514 774-1071

Coreyn + Cliff DRMAN 7 GRAY 761-2998

Julian L. Pubs 100 State St apt 512 773-1070

Charles Trappell 100 State St Apt 420



Irish Heritage Center

P O Box 7588
Portland, ME 04112-7588
207-780-0118

May 16, 2002

Dear Friends,

THE IRISH HERITAGE CENTER BOARD OF DIRECTORS invites you to a neighborhood meeting to discuss its organization's purchase and planned use of the former St. Dominic's Church property.

The Irish Heritage Center is a non-profit organization dedicated to the promotion and preservation of Irish history and culture. St. Dominic's Church, built in the early 1800's by Irish immigrants, is now owned by the City of Portland and is listed on the Registry of Historic Preservation. In conjunction with PROP and Portland West, the Irish Heritage Center responded to a bid process with the City of Portland and has been moving forward in its efforts to purchase and renovate this beautiful site so it can be returned to the community. We hope you will join us to hear the design plans, ask questions and provide feedback about the proposed project.

DATE: Tuesday, May 28, 2002

TIME: 6:30-8:00 p.m.

PLACE: 100 State Street Community Room

OFFERINGS: Coffee and Dessert Will Be Available

We look forward to spending the evening with you!!

St. Dom's Housing

Community Meeting

September 17, 2002

Att.
12b

The meeting was scheduled for 6:00 p.m. on Tuesday, September 17, 2002. One interested community member attended the meeting.

The interested party, Barbara Hathaway, asked if there were any changes to our plans since the workshop held on Tuesday, September 10th. Chris Briley (TFH Architects) responded that there were no changes, at which point Ms. Hathaway stated that she had no further comments or questions.

All parties present (see Sign-In Sheet) waited until 6:20-6:25 p.m. for possible additional attendees. When none arrived, the meeting was adjourned.

NOTE: PROP and Portland West had previously held a community meeting on July 15, 2002 at which there was more attendance and participation. We are attaching a copy of the results of that meeting also.

Recorded by:
Larry Davis
Portland West

File: St. Dom's/CommMeet091702

St. Dom's

COMMUNITY INVOLVING
Sign-in Sheet

411+102

Name	Address	Phone	E-mail
Betsy Sawyer-Mauter	PROP	874-1140 X329	BSM@Propeople.org
Lorey Davis	Portland West	775-0105 x 16	ldavis@portlandwest.org
Grant Lee	PROP	874-1140 X349	grant@propeople.org
Chris Biley	TFH	775-6141	cmb@tfharchitects.com
Barbara Hayward	163 Sanborn Portland ME	879.8755	parker-1@hotmail.com

St. Dom's Housing Meeting

7/15/02

Ethan Strimling explained where we are with the planning process & historic preservation. This will not be the final meeting; there will be another opportunity to hold a public meeting for information and comment.

Chris Briley from TFH Architects explained that we propose to rehab the building into 12 housing units.

Changes/Additions include a ramp on the side of the building; a stair tower between the church and school; paving upper lot; localize all dumpsters (fenced in); stripe lower lot; and a dormer on the church side.

Comments/Questions

- Is the stair tower for emergency use only? It is intended to be.
 - Does the lower lot belong to the property? Yes
 - When did the roof line change? 1915
 - Does the dormer give you a larger number of rooms? Yes
 - When did Mercy Hospital renovate? Have they moved out? Yes, the building is vacant.
 - How wide is the handicap ramp?
 - Where is garden area? In the back
 - What is the impact of the children in the garden? It is a management issue.
 - Concern about snow coming off the roof? Ice & snow guards need to be incorporated
 - What type of roofs? Slate
 - What about heating the roof?
 - What about heating the parking lot?
 - What is Catholic Charities parking plan?
 - Do any spaces belong to Catholic Charities?
-
- Parking is a problem.
 - Why condominiumize the project? It is zoned R-6. If we divide the property, then we have difficulty with setbacks.
 - How can IHC own the property (in total) if they are not paying the \$200,000?
 - Who sends out notice of this meeting and where does the list come from?

Recorded by:
Betsy Sawyer-Manter
PROP

St. Dom's Meeting 7/15/02

Community Meeting Sign-in Sheet

Name	Address	Phone	E-mail
Betsy Sawyer-Mantey	FROP	874-1140 X329	BSM@Propeople.org
Ed Molloy	Five St		
Steven Schorb	97 Grant Street 2nd Floor	774-9393	SCS.Medica@aol.com
ED KING	235 State St	828-1403	THEWESTERNNEWS@aol.com
Ethan Stinson	Portland West	775-0703	estinson13@portland.com
Jim Luthy	94 Gray St	871-5846	Jaluthy@hotmail.com
NANCY MARROW	94 GRAY	871-5846	

Chris Briley
FH Architects

AM
13

(30) days shall be deemed an approval of the conditional use permit, unless such time period is mutually extended in writing by the applicant and the board. Within five (5) days of such decision or the expiration of such period, the secretary shall mail notice of such decision or failure to act to the applicant and, if a permit is authorized, shall issue such permit, listing therein any and all conditions imposed by the board of appeals.

(c) *Conditions for conditional uses:*

(1) *Authorized uses.* A conditional use permit may be issued for any use denominated as a conditional use in the regulations applicable to the zone in which it is proposed to be located.

(2) *Standards.* Upon a showing that a proposed use is a conditional use under this article, a conditional use permit shall be granted unless the board determines that:

- a. There are unique or distinctive characteristics or effects associated with the proposed conditional use;
- b. There will be an adverse impact upon the health, safety, or welfare of the public or the surrounding area; and
- c. Such impact differs substantially from the impact which would normally occur from such a use in that zone.

(d) *Conditions on conditional use permits.* The board of appeals may impose such reasonable conditions upon the premises benefited by a conditional use as may be necessary to prevent or minimize adverse effects therefrom upon other property in the neighborhood. Such conditions shall be expressly set forth in the resolution authorizing the conditional use permit and in the permit. Violation of such conditions shall be a violation of this article.

(e) *Effect of issuance of a conditional use permit.* The issuance of a conditional use permit shall not authorize the establishment or extension of any use nor the development,

AK 14

IHC PARKING MANAGEMENT PLAN

Revised 9/16/02

The Irish Heritage Center (IHC) has created a thoughtful, extensive parking management plan to address the limited parking availability in the neighborhood. This plan is described in two sections: Section A is for daily use and small events which will comprise **the majority** of functions at the IHC, and; Section B addresses larger, capacity filled events which will be fewer in number and normally occurring on weekend days and/or weekend nights.

Section A. *Daily Operations:*

When the IHC is fully operational in late 2003, it will be staffed by two people, an Executive Director and a Bookkeeper/Events Coordinator. Daily hours of operation will be 9:00 a.m.-5:00 p.m. There are no parking spaces located onsite for staff.

Evening events will be restricted to the lower level of the IHC for the first six-twelve months of operation, depending upon the construction timetable. The first floor capacity is 150 persons. The average number of persons attending functions on the Lower Level will range from twenty-five to fifty. This includes IHC Board meetings, Irish American Club board meetings, Irish language classes, Irish dance classes, Irish book club meetings and small group functions by other non-profit organizations. Functions that may draw capacity numbers in this space include community (neighborhood) dinners, fundraising dinners, Senior Bingo for residents of 100 State Street (located literally across the street) and small concerts or theater productions.

The City requires a 1-6 ratio for parking. At 150 persons, the requirement is 25 spaces. These are available at the adjacent parking lot owned by Catholic Charities Maine, which has a capacity of **34**. (See attached letter.) In addition to the CCM lot, the following sites are within ten minutes walk to the IHC:

a. Reiche School	23-40 spaces
b. St. Elizabeth's Child Care Center	13 spaces (evenings and all weekends)
c. 268 Spring Street	8 spaces (home of Betty Pomeroy)
TOTAL	44
TOTAL with CCM Lot	78

Section B. *Large Events:*

The sanctuary space, located on the second level, has a seating capacity of 350 persons. This space will be available for concerts, theater performances, weddings, funerals, storytelling festivals, Irish folk festivals and public education forums. Events of this size, with the exception of funerals, will have long lead times for scheduling. The parking plan for these events will include shuttle services from off site parking lots to the IHC in a pre-planned, coordinated arrangement. Guests will have free shuttle services, which will be paid for by a surcharge included in ticket prices. Arrangements for shuttle services will be designed on a case by case basis per event. The shuttle drop off and pick up area will be determined by Larry Ash, City Traffic Engineer, who has agreed to work with the IHC. (See attached letter)

Example: A wedding party will sign a contract with the IHC that specifies the number of guests that will be attending the wedding. Shuttle services will accommodate the need and will be scheduled as required by the contracted party. Additionally, all guests will be encouraged to carpool.

In the case of a concert, ticket sales will include a list of shuttle pickup places and times, and attendees will be asked to sign up for free shuttle services. The Box Office will keep track of all shuttle reservations. ALL guests for ALL events will be informed that street parking is limited and that shuttle services are available.

Parking Sites include:

*All those listed in Section A for a total of 78.

*PROP parking lot at Cumberland Ave. with 35 spaces (weekends) less than 10 minute shuttle

*City of Portland International Ferry Terminal (Nov-May) 50-250 spaces /less than 10 minute drive

*Bubba's Lounge, 96 Portland Street (year round, evenings & weekends) 60 spaces/less than 10 minute drive

*Cheverus High School (year round evenings & weekends) 70 spaces 10-15 minute drive

*Portland Fish Pier (year round, evenings & weekends) 150 spaces/10minute drive

*Metered parking spaces at Spring & High Street Lot (first come, first serve day or evening) less than 10 minute walk

*On street parking on Pleasant Street, Congress Street and State Street (first come, first serve, day or evening) less than 10 minute walk

Transportation To The IHC Shuttles:

Portland West has agreed to provide three fifteen passenger vans, with drivers, for events to be contracted between PW and the IHC on a per event basis. Each van will accommodate 14 passengers and one driver. The vans will service any parking area listed above.

Cheverus High School has agreed to provide one fifteen passenger van and driver for events to be contracted on a per event basis. This van will provide delivery to and from Cheverus High.

As suggested by the Planning Board at the Informal Workshop held on 9/10, the IHC contacted the Portland Expo, Mr. Frank LaTorre, to obtain a written copy of their parking management plan for Seadogs games. We were advised that no such plan exists. We contacted the St. Lawrence Arts and Community Center and have modeled our plan on their approved document.

Other:

The IHC will evaluate the parking management plan as part of its ongoing operations. Every effort will be made to work with residents of the immediate neighborhood and the city to incorporate ideas or new solutions to parking related issues. Thank you.

St. Elizabeth's Child Development Center

Bishop Joseph J. Gerry
O.S.B.
President

Michael R. Poulin
Esq.
Chairman

Gloria A. Dugan
ACSW, LCSW
Executive Director

Lori Freid Moses, MPA
Program Director

September 17, 2002

Ms. Maureen Coyne Norris
President
Irish Heritage Center
PO Box 7588
Portland, ME 04112-7588

Dear Ms. Coyne Norris:

I am writing to you at the request of Dan Murphy regarding parking spaces at St. Elizabeth's Child Development Center, located at 87 High Street in Portland. Typically, we are open from 7:00 – 5:30 p.m. Monday through Friday. We do have 13 parking spaces that are available on nights and weekends when we do not have any meetings scheduled. If the Irish Heritage Center would call in advance, we would confirm that there were no scheduling conflicts and that parking is available for their use. Also, we would ask that if there is a snow storm in progress, we would need to keep the parking lot free so that we could have it plowed.

I hope this is the information that you need.

Sincerely,



Lori Freid Moses
Program Director

ACCREDITED



Bishop Joseph J. Gerry
O.S.B.
President

Patricia M. Collins
Chairperson

John M. Kerry
Chief Executive Officer

May 23, 2002

To whom it may concern:

Catholic Charities Maine recognizes that the Irish Heritage Center (IHC) is negotiating with the City of Portland to purchase 34 Gray Street. Six dedicated parking spaces border the back of the former girl's school and the sanctuary of the former St. Dominic's Church, which will be owned by the IHC once the sale is completed. Although Catholic Charities Maine has easement rights to this parking area, we agree that the IHC will be the primary user of those parking spaces.

Sincerely,



John M. Kerry
Chief Executive Officer

ACCREDITED



JMK/maf



Central Services

Bishop Joseph J. Gerry
O.S.B.
President

May 13, 2002

Patricia M. Collins
Chairperson

John M. Kerry
Chief Executive Officer

Irish Heritage Center
c/o Linda Hogan
P.O. Box 1106
Portland, ME 04104

Dear Linda:

Catholic Charities Maine supports the efforts of your organization to develop an Irish Heritage Center in the St. Dominic's Church building. We commit that our twenty-nine (29) parking spaces in our lot at 66 State Street can be used by patrons of events held at the Center during hours in which tenants of our facility are not in operation. Please arrange to finalize details of this agreement with our Program Director, Don Harden.

I wish you well in your efforts to undertake this very worthwhile project.

Very truly yours,



John M. Kerry
Chief Executive Officer

JMK/maf

ACCREDITED



COUNCIL ON ACCREDITATION
OF SERVICES FOR FAMILIES
AND CHILDREN, INC.



United Way

Portland Public Schools

Administrative Offices
331 Veranda Street, Portland, Maine 04103-5599
207-874-8100



May 8, 2002

Linda Hogan
Irish Heritage Center
P. O. Box 7588
Portland, ME 04112-7588

Dear Ms. Hogan:

This letter is in response to yours of May 6, 2002 and provides additional information to my previous letter of April 26, 2002. Both letters are attached.

As we discussed on the phone, there are approximately 55 parking spaces serving Reiche School. In addition, the school Principal advises that 50%-60% of those spaces are used by the community during non-school hours, including weekends. Based on that information, approximately 23 parking spaces could conceivably be available for use by the Irish Heritage Center.

The procedure for processing an agreement, addressed in my original letter, will still have to be followed.

I hope this information is helpful.

Sincerely,

A handwritten signature in dark ink, appearing to read 'H. J. Dresch', written over a circular stamp or mark.

H. J. Dresch, P. E.
Facilities & Property Services Manager

Copy: Mary Jo O'Connor, Superintendent of Schools
Jonathan Spence, Planning Dept.
Ken Kunin, Principal, Reiche School
Charles Lane, Corporation Counsel

September 24, 2002

Ms. Linda Hogan, Project Director
Irish Heritage Center
PO Box 7588
Portland ME 04112-7588

Dear Linda:

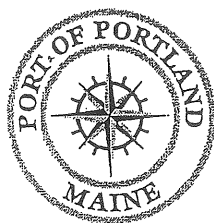
This letter is written to offer PROP's full cooperation in assisting with the parking management plan for the Irish Heritage Center.

PROP has 42 parking spaces available every weekend (Friday night through Sunday night) year round. With the exception of shared use by Sacred Heart Church for one-two hours only on Sunday mornings, the lot remains empty. We are happy to offer our lot for overflow parking whenever large weekend events are scheduled at the Irish Heritage Center. Other drivers can easily carpool to the IHC from our lot, which will relieve parking demands for street spaces within the immediate IHC neighborhood.

PROP remains very pleased and supportive of the exciting, multi-use design for the Irish Heritage Center. It will be wonderful to see the building brought back to life and returned to our community.

Sincerely,

Grant R. Lee
Executive Director



CITY OF PORTLAND, MAINE
DEPARTMENT OF PORTS & TRANSPORTATION

May 24, 2002

Ms. Linda Hogan, Director
Irish Heritage Center
P.O. Box 7588
Portland, ME 04112-7588

RE: *Parking Availability*

Dear Ms. Hogan:

I am writing this letter in response to your recent inquiry about the availability of parking at any of the City's waterfront facilities for events that you may have at the Irish Heritage Center. While parking is very limited and at a premium on the waterfront these days, we could potentially accommodate evening event parking at two of our facilities.

The parking lots on the Fish Pier are often underutilized during evenings and weekends. We may be able to accommodate evening and weekend parking for up to 150 cars on the Fish Pier, therefore, for an evening or weekend events. This event parking could potentially be available year-round. We would either charge on a per car basis or could discuss the possibility of leasing you a set number of spaces for a flat fee.

In addition, we often have availability at our International Marine Terminal (IMT) facility during the off-season, from approximately November 1st through May 15th, when the Scotia Prince Ferry is not making its seasonal runs between Portland and Nova Scotia. While the parking lot at the IMT is usually filled with cargo containers during this off-season, we often do have the queuing lanes area available for most of the winter months. This area is used for snow collection and can sometimes be unavailable if we are having a lot of snowfall in the winter months, but parts can usually be kept clear enough to accommodate some parking, particularly for a one-time event. This area could potentially accommodate 50-250 vehicles. Like the Fish Pier, we could charge for this parking on either a per car or bulk basis.

I hope this information is helpful as you consider your development and operations planning. Please feel free to contact me if I can be of any additional assistance.

Sincerely,

David L. Cohan
Waterfront Property Manager

Cc: Jeffrey W. Monroe, Director
Benjamin Snow, Marine Operations Manager

Ltr052402a

May 22, 2002

Ms. Linda Hogan
Project Director
Irish Heritage Center
PO Box 7588
Portland, ME 04112-7588

Dear Ms. Hogan,

This letter is written to confirm the availability of 60 parking spaces for the Irish Heritage Center at my extended lot on 92 Portland Street, Portland, ME.

These spaces are available week nights after 5:30 p.m. and all day on weekends, at no charge to your non-profit organization.

I support the efforts of the Irish Heritage Center and wish you well with this great project.

Sincerely,



Robert Larkin
92 Portland St.
Portland, ME 04101

Ms. Betty Pomeroy
268 Spring Street
Portland, ME 04102

May 21, 2002

Ms. Linda Hogan
Project Director
Irish Heritage Center
PO Box 7588
Portland, ME 04112-7588

Dear Linda,

I am writing to offer the use of eight parking spaces located in the neighborhood of the former St. Dominic's Church. My property is 268 Spring Street, which is within walking distance of the building and can be used nights and weekends for events offered by the Irish Heritage Center.

I am the Vice President of the Irish American Club and very excited about the IAC's plans to hold programs and events at the former St. Dominic's Church, especially since the building was built by Irish immigrants. I believe re-opening the building as a community center will be good for the neighborhood, and for the city.

Please let me know if there is anything else I can do to support the project.

Sincerely yours,



Betty Pomeroy

Portland Public Schools

Administrative Offices

331 Veranda Street, Portland, Maine 04103-5599

207-874-8100

April 26, 2002

Linda Hogan
Irish Heritage Center
P. O. Box 11106
Portland, ME 04106



Dear Ms. Hogan:

You called asking us to provide you with a letter regarding the availability of parking at Reiche School.

Approximately 55 parking spaces exist at Reiche School among the two developed areas on Brackett Street and the one on Clark Street. They are presently designated "No Parking Except for School Dept. Employees During School Hours." It is the Principal of Reiche School's understanding that the community uses 50% - 60% of those parking spots during non-school hours, including weekends; some, obviously, are used for the Community Center and Library at Reiche. ~~Because of this, we cannot guarantee that any specific number of spaces would be available for your use.~~

Portland Public Schools has entered into a use agreement with the Friends of St. Lawrence whereby they use the Adams School parking lot. We could enter into a similar agreement for the use of the Reiche lots, but I would not want such an agreement to cause a negative reaction in the community because of the loss of access to the lots. The parking issue is one that needs to be specifically addressed during Planning Board review so that the public will be fully aware of the situation and impact.

Any agreement would be subject to the review and approval of Reiche's Principal as well as the City's Corporation Counsel, and would ultimately be signed by our Superintendent of Schools.

I hope this information is useful as you make plans for the Irish Heritage Center. Please call me at 874-8126 if you have any questions.

Sincerely,

A handwritten signature in dark ink, appearing to read "H. J. Dresch", written over a horizontal line.

H. J. Dresch, P. E.

Facilities & Property Services Manager

Copy: Mary Jo O'Connor, Superintendent of Schools
Jonathan Spence, Planning Dept.
Ken Kunin, Principal, Reiche School
Charles Lane, Corporation Counsel

CHEVERUS

The Jesuit College Preparatory School of Maine

30 May 2002

The Irish Heritage Center
P.O. Box 7588
Portland, MAINE 04112

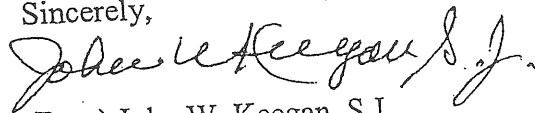
To whom it may concern:

I hereby give permission to patrons of the Irish Heritage Center to use up to seventy (70) Parking spaces at Cheverus High School for weekday evening events and for Saturday or Sunday afternoons according to availability in light of events scheduled at Cheverus High School.

I would request that prior notice be given to Cheverus on the specific dates that the Parking will be needed or utilized at the school.

Cheverus High School is happy to support the efforts of those who are establishing and supporting the Irish Heritage Center.

Sincerely,



(Rev.) John W. Keegan, S.J.
President

September 23, 2002

Mr. Larry Ash
Portland Traffic Engineer
City of Portland
389 Congress Street
Portland, ME 04101

Dear Mr. Ash:

This letter is written as follow-up to your conversation with Jonathan Spence regarding drop off parking, on a case by case basis, for Irish Heritage Center (IHC) events to be held at 34 Gray Street in Portland. The IHC is excited about working with you and your office to investigate possible drop off areas for our shuttle vans.

The IHC is in the process of purchasing the former St. Dominic's Church. Our plan calls for a year of renovation work, with an anticipated opening in late fall of 2003. There will be occasions when concerts, theater production or weddings may draw capacity seating (350 persons). Our parking management plan includes shuttle vans that will transport guests from off site parking lots to the IHC. These events will be held primarily on weekends, during day or evening hours, and there may also be an occasional mid week event.

The IHC looks forward to working closely with you and other members of your staff to explore shuttle drop offs for our events. Thank you for your assistance with this issue. Our schedule of events will be published weeks in advance of every function; therefore we would be happy to present our schedule for your review on a case by case basis.

Thank you for your assistance with this request. If you have additional questions about the Irish Heritage Center's operation, or this request, I can be reached at 775-5746.

Sincerely,

Linda Hogan
Project Director



September 17, 2002

Linda Hogan
Irish Heritage Center
Portland, Maine

Dear Linda,

Portland West will be pleased to enter into a renewable lease agreement with the Irish Heritage Center to provide three 15 passenger vans and drivers to provide transportation for attendees at IHC events, to and from satellite parking areas. Each van can accommodate one driver and 14 passengers for a total of 42 passengers for each trip. As part of this agreement Portland West will:

- Shuttle persons from sites including Bubba's Lounge, Chevrus High School, the International Marine Terminal, Portland Ferry Terminal, Knights of Columbus in South Portland or any other designated lot predetermined by the IHC.
- Provide vans and drivers nights, weekends and weekdays, year round. A schedule of fees and a calendar for designated days will be agreed upon between the IHC and PW in advance of instituting the final contract.

Portland West fully supports the IHC and looks forward to the benefits it will provide our shared neighborhood.

Sincerely,

Tom Pearson
Director of Program Services

Att. 15

INTRODUCTION

The St. Lawrence Arts & Community Center is a community-based multi-disciplinary arts, cultural and educational facility located in the heart of Munjoy Hill at 76 Congress Street.

This is a Parking Management Plan for Phase I of the re-use of the facility, encompassing the use of small offices by the Center's staff and a tenant and the use of the small performance space in the parish hall portion of the building.

PARKING

Estimated Parking Demand

Estimated parking demand (typical and maximum) is shown for the identified groups of users and anticipated time periods including typical daytime use and peak use during performances.

Number of Persons and Estimated Parking Demand

	Daytime Use		Performances	
	Persons	Parking	Persons	Parking
Offices/Tenants	1 typ/ 2 max	1 typ/ 2 max	n/a	n/a
Cast /Crew & Center Staff (concessions)	1 typ/ 2 max	1 typ/ 2 max	17 typ/25 max	10 typ/17 max
Audience	n/a	n/a	60 typ/90 max	40 typ/60 max
Total	1 - 4 max	1 - 4 max	77 typ/115 max	48 typ/77 max

Patrons to performances typically come in groups of two or more. The above figures conservatively estimate an average vehicle occupancy of 1.5 and that do not account for anticipated walking to the performances.

Handicapped parking

Using the ADAG criteria, two handicapped accessible spaces should be supplied for patrons.

Estimated Parking Supply

Off-street Parking

There are no off-street parking spaces on-site at the facility. However, there are several lots nearby owned by other businesses which can be shared. Proposed use of these are detailed below in the Parking Management Plan.

On-street

Congress Street and the surrounding residential neighborhood provide a potential source of on-street parking for evening performances and for typical daytime uses by tenants.

An inventory of on-street parking supply and usage for two block radius was conducted on a Saturday night at 7 PM in November 2000. The results are shown in Figure 1. The graphic shows the supply of parking (top figure) and number of occupied parking spaces (bottom figure) by face of each block.

Handicapped Parking

There are currently no handicapped accessible parking spaces at the site.

PARKING MANAGEMENT PLAN

Off-street Parking

Parking demand for performances will be met by shared use of off-street parking in lots within a short walking distance of the Arts & Community Center. Arrangements with the owners of those lots has been secured for after-hours use of their lots. These lots and their parking capacity are shown in Table 1 below.

Tenants

Parking for day-use tenants is to be provided by available on-street parking in the immediate area. The estimated demand is 1 to 4 spaces. Refer to Figure 1 for the estimated supply.

Performances

To meet the much of the estimated demand for 48 - 77 spaces for performances, shared use of two off-street parking lots within short walking distance of the Center is proposed.

St. Lawrence Church Parking Inventory

ON-STREET

PERFORMED
NOVEMBER 4, 2000
7:00 PM

Att. 3.3

LEGEND.

OF SPACES
SPACES OCCUPIED

SHOWN BY BLOCK



200 0 200 400 Feet



1"=200'

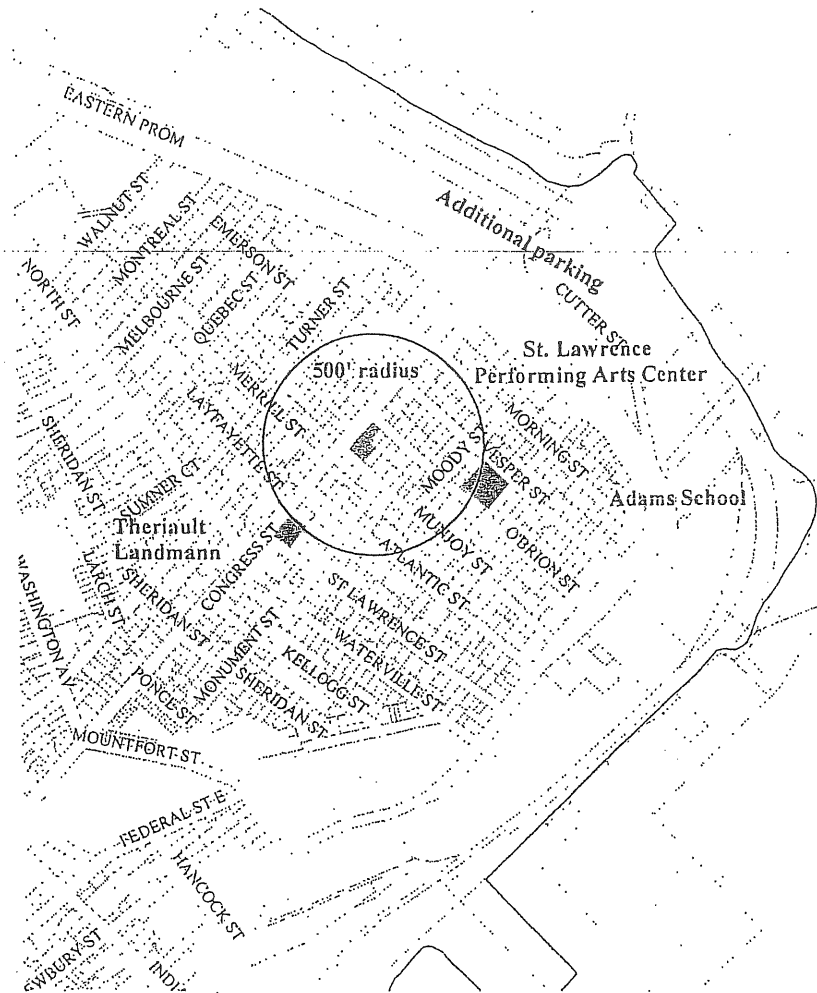
FIGURE 1



The two parking lots for which consent for use has been granted are the Adams School lot and the Theriault Landman lot. The capacity of these lots is 45 cars using standard parking methods. They are shown in Figure 2.

At these lots there is the opportunity to use 'stack' parking (align cars directly behind one another in a tight configuration) to increase the amount of parking in these lots. This would require staffing the lots to oversee arrival and departures of patrons. Initially, parking will conform to the typical configuration/use of the lots.

Supplementary off-street parking is available at the Eastern Promenade park (and on-street parking along the Eastern Promenade street).



Location of Proposed Off-street Parking

Figure 2

On-street Parking

On-street parking will supplement off-street lots to meet parking demand for performances, the peak demand period. On-street parking will supplement the identified off-street parking.

Handicapped Parking and Accessibility

It is proposed that two spaces in front of the Center be designated handicapped accessible and that a curb ramp be created between the two spaces and an accessible walkway be created to the accessible entrance located at the _____ side of the building.

Bus Service

The METRO Route 1 provides bus service along Congress Street with stops close to the Center. The route runs from the METRO garage on St. John Street to Congress Street from St. John Street to the Eastern Promenade. This route connects to other METRO routes at the METRO Pulse at Congress Street at Elm Street Monday to Saturday. Sunday service runs from approximately 9 AM to 1:30 and from 4:00 to 7 PM. There is a bus stop located at the building on the corner of Munjoy Street and Congress Street.

Service is very convenient for day-users of the facility with buses approximately every twenty minutes.

For performances Monday to Saturday, bus service is limited to providing transportation to the performance, with service to the Center at approximately 6:14 PM, 6:40 PM, 6:56 PM and 7:20 PM. On Sundays, patrons and cast and crew/staff could use the bus for arrival (10:30 AM, 11:45, 12:55) for a 2 PM performance (doors open at 1:30) and after performances at 4:20 and 5:30 (all times shown for timed for approximate arrival or departure at 'Walnut & Promenade' in METRO schedule).

Ridesharing/Carpooling

Ridesharing and carpooling to performances will be encouraged for 1) performance-goers and 2) cast and crew and Center Staff.

Bicycle Parking

A secure bicycle rack with a capacity of six bicycles will initially be provided on-site. Additional parking will be provided if usage shows a need for more capacity.

Walking

The facility is within easy walking distance of many of its potential patrons.

Parking & Transportation Brochure

A brochure will be prepared that will be distributed at the Box Office and mailed to patrons that describe the proposed parking and management plan – the purpose to encourage means other than driving alone to performances and events at the Center. The brochure will describe:

- On and off-street parking availability
- Ridesharing to performances
- Bus service to performances
- Bicycle access and parking
- Walking, highlighting walking distances to the facility from points on the peninsula

AH 16

From: Jeff Tarling
To: Jonathan Spence
Subject: St. Doms

Jonathan-

I have reviewed the proposed landscape plans for both the church and the former girls school and found them to be adequate. I will work with them in the field during construction to resolve any unforeseen problems.

Jeff
10-02-2002

From: "Patrick S. Costin" <pcostin@harriman.com>
To: Jonathon Spence <jspence@ci.portland.me.us>
Date: Tue, Jul 2, 2002 11:44 AM
Subject: St. Dom's Girl's School

AH.
17.

Hi Jonathon,

Here are my thoughts on the drawings you gave me:

- * There is no landscaping called for around the edge of the upper lot. This needs to be added.
- * Replacing the existing chain link fence with new chain link fence seems inappropriate for a historic restoration. I assume this will be dealt with by Deb Andrews.
- * The fence that is proposed on the retaining wall will be damaged by snow plowing (as the existing fence has been). A guardrail detail is more appropriate.
- * The driving aisles in the parking lots are eighteen feet wide, which is less than the minimum standard. This will make maneuvering very difficult and problematic.
- * There is no place to plow snow, since the existing parking lots are being over-utilized for parking. A condition of approval should be considered that snow must be removed, not just plowed.
- * The dumpsters are proposed to be located on landscaping islands. This is inappropriate. Paving over the last scraps of landscaping for dumpsters so that too many cars can be jammed into the existing parking lots shouldn't be allowed. Parking spaces should be sacrificed for the dumpsters.
- * Additional landscaping should be provided in the lower parking lot, even if it means parking spaces are lost. The St. Dom's project as a whole is not going to provide enough parking to support the proposed uses, so I would prefer more landscaping and buffering than maximizing the on site parking and paving every square inch of the site.
- * The parking spaces adjacent to St. Dom's are in an avalanche zone. Anyone who parks there is at risk of having their person and/or car damaged.
- * It is unclear where the property line is between our property and the Girl's School lies with respect to the existing fences. This should be clarified and the new fence should be located on the Girl's school side of the property line.
- * It would be helpful for the applicant to submit a comprehensive plan of St. Dom's and Catholic Charities of Maine property so all of the easements, traffic entrances and other site conditions could be evaluated by the Planning Board and neighbors. I understand that Catholic Charities' dumpster is located in violation of its original approved site plan. Since St. Dom's and Catholic Charities are working together to share their site resources, it seems reasonable that a comprehensive site plan be presented so the big picture is clear and the Planning Board can address issues in a comprehensive manner..

That's it for now. As always, thanks for your help.

Att 18

From: James Seymour <jseymour@sebagotechnics.com>
To: "Jonathan Spence (E-mail)" <jspence@ci.portland.me...>
Date: Tue, Oct 1, 2002 7:52 PM
Subject: 34 Gray Street- St. Dominic's Condominium

Jon,

Per our conversation, I have looked at the current drainage of the site parking lot at 34 Gray Street and find that the drainage as it currently is constructed to be adequate. Drainage moves in a southeasterly direction by sheet flow from Gray Street towards Danforth Street and appears to not have any adverse impact to the properties. Please call if you need further assistance.

Jim Seymour P.E.

CC: "02P115 (E-mail)" <02P115@SEBAGOTECHNICS.COM>

AH
19

From: Marge Schmuckal
To: Jonathan Spence
Date: Mon, Sep 23, 2002 2:38 PM
Subject: Gray Street - St. Doms Family Housing Project

Jonathan,

I have not actually seen the condo documents, but that is what I believe this project is using in order to proceed. If so, I believe that this project for 12 DU is meeting the requirements of the zoning ordinance.
Marge

From: Marge Schmuckal
To: Jonathan Spence
Date: Tue, Sep 24, 2002 9:06 AM
Subject: Italian Heritage Center - Gray Street

Jonathan,

I have reviewed the Italian Heritage Center under the Community Center. It is my understanding that the separate, private offices use is NOT a part of this approval. With that said, all other aspects of the zoning ordinance are being met.

Marge Schmuckal
Zoning Administrator
9/24/02

7

CITY OF PORTLAND, MAINE
HISTORIC PRESERVATION COMMITTEE

AH-20

Stephen Sewall, Chair
Cordelia Pitman, Vice Chair
Edward Hobler
Susan Wroth
Camillo Breggia
Robert Parker
John Turk

To: Chair Caron and Members of the Planning Board

From: Stephen Sewall, Chair, Historic Preservation Committee

Date: September 6, 2002

Re: Former St. Dominic's Girl's School, 42 Gray Street – Certificate of Appropriateness for Building Additions and Exterior and Site Alterations

On September 4, 2002, the City of Portland's Historic Preservation Committee conducted its final review of St. Dominic's Housing Limited Partnership's proposal for building additions and exterior and site alterations associated with the conversion of the former St. Dominic's Girls School to 12 affordable housing units.

Following a public hearing and final deliberations, the Committee voted 4-0 (Hobler, Pitman & Wroth absent) to recommend to the Planning Board approval of a Certificate of Appropriateness, based on a majority vote that the proposal met the Standards for Review of Alterations of the historic preservation ordinance.

At the request of Committee member Camillo Breggia, the Committee voted separately on one element of the project, that being the proposed dormer on the east slope of the roof. The Committee voted 3-1 (Breggia opposed; Parker, Sewall & Turk in favor) that the dormer met the Standards for Review of Alterations. (In his dissenting opinion, Mr. Breggia stated that the introduction of the dormer necessitated a taller stair tower than would otherwise be necessary, making it readily visible over the existing ell.) By the 3-1 vote, that element of the project received a positive endorsement as well.

CITY OF PORTLAND, MAINE
HISTORIC PRESERVATION COMMITTEE

Stephen Sewall, Chair
Cordelia Pitman, Vice Chair
Edward Hobler
Susan Wroth
Camillo Breggia
Robert Parker
John Turk

To: Chair Caron and Members of the Planning Board

From: Stephen Sewall, Chair, Historic Preservation Committee

Date: September 6, 2002

Re: St. Dominic's Church, 34 Gray Street – Certificate of Appropriateness for Exterior and Site Alterations

On July 10, 2002, the City of Portland's Historic Preservation Committee conducted its final review of the Irish Heritage Center's proposal for exterior and site alterations associated with the conversion of St. Dominic's Church to the Irish Heritage Center. Following a public hearing and final deliberations, the Committee voted 7-0 to recommend to the Planning Board approval of the applicant's request for a Certificate of Appropriateness, based on findings that the proposed alterations meet the review standards of the historic preservation ordinance.

The Committee's decision was made subject to the following conditions:

- That the applicant submit an alternative signage plan for review and approval by the Historic Preservation Committee. The Committee asked that the applicant reexamine the proposed scale, placement, and number of sign elements and that a mock-up be installed on site for inspection.
- That a field inspection of sample exterior light fixtures and the proposed architectural lighting scheme be conducted prior to final approval of this aspect of the project. (The Committee approved the proposed architectural lighting program in concept, however.)

As part of its September 4, 2002 meeting, the Historic Preservation Committee met at the project site to review the applicant's final signage and architectural lighting proposal. On the basis of the applicant's revised signage proposal and a satisfactory inspection of the proposed architectural lighting program, the Committee voted 4-0 (Hobler, Pitman & Wroth absent) that the outstanding conditions had been met. Accordingly, the Historic Preservation Committee is recommending approval of the Irish Heritage Center's proposal without conditions.

AH
21

**HISTORIC PRESERVATION COMMITTEE
CITY OF PORTLAND, MAINE**

**PUBLIC HEARING
ST. DOMINIC'S CHURCH – 34 GRAY STREET**

TO: Chair Sewall and Members of the Historic Preservation Committee
FROM: Deborah Andrews, Historic Preservation Program Manager
DATE: July 2, 2002
RE: July 10, 2002 Unfinished Business – **HP Report # 26-02**

Application For: Certificate of Appropriateness – Exterior & Site Alterations

Address: St. Dominic's Church
34 Gray Street

Applicant: Irish Heritage Center
Represented by: Scott Teas, Chris Cavendish
TFH Architects

Introduction

On June 6th, representatives of the Irish Heritage Center presented plans for exterior and site alterations associated with the conversion of the former St. Dominic's Church to a cultural center. Although the application was scheduled for a public hearing and final decision, the Committee voted to table the item given the fact that the submission was incomplete for a final review. While the application was tabled, the Committee expressed general support for the proposed alterations.

The enclosed submission includes additional details and specifications requested by the Committee. Note that the design approach to some of the proposed alterations has been revised since the June 6th session. The final submission also calls for the addition of a comprehensive architectural lighting program.

Proposed Alterations (*with revisions and/or supplemental information noted*):

Plans call for the following exterior and site changes:

- Replacement of a pair of existing ground floor windows on the west elevation (facing

courtyard between church and school) with a pair of egress doors. Note that the subject windows are located five bays back from the front façade of the church. Visibility is limited due to the proximity of the school building.

Original plans called for solid steel doors. Plans now call for a pair of wood frame doors with full-light (safety glass) windows. These doors not only meet egress requirements, but also provide a more compatible architectural solution.

- Regrading and replacement of paving between church and school to provide at-grade access to existing entrance and a level paved area at the rear for the sculpture garden. New paving to be a combination of brick and granite pavers.

Note that the enclosed elevation of the courtyard façade shows both the existing grade and the proposed new grade. As shown, the impact of the regrading is fairly minimal.

- Installation of painted steel gate at entrance to courtyard between church and school.

The enclosed submission includes a detailed elevation of the proposed 8' iron fence.

- Installation of a sign for the Irish Heritage Center at the primary entrance, located on State Street elevation, near corner of Gray Street.

At the June 6th meeting, plans had not yet been finalized for proposed signage. The enclosed submission shows individual brass letters mounted over the State Street entrance, as well as a flush sign panel to the right of the doors. A small directory sign is shown next to the entrance as well. Anticipating some confusion as to entrance locations, a small informational sign will be attached to the iron railings at the church steps. Details have been provided for each sign, as well as mounting information.

- Installation of light fixtures at the principal and handicap entrance, as well as a comprehensive program of architectural lighting, which consists of wall-mounted fixtures, sub-grade uplights and cantilevered spot lights. These exterior lights will be complemented by backlighting within the building to highlight the stained glass windows and wood louvers of the bell tower.

Note that this element of the project was not discussed at the June 6th meeting. The applicant has provided cut sheets for each of the proposed fixtures, mounting information, and elevations that show the intended area of illumination of the various fixtures. As the project architect's letter indicates, they also intend to field-test a sample fixture.

- Repointing and cleaning of masonry, slate repair/replacement, repair and cleaning of stained glass.

Where a project calls for masonry repointing or cleaning or for slate replacement, a standard condition of approval requires that staff inspect and approve a test patch prior to commencing with the project.

Public Comment at June 6th Hearing

At the June 6th meeting, concern was expressed by members of the public that there are few guarantees that the rehabilitation will be completed as proposed, should fundraising goals not be reached. While the historic preservation ordinance does not specifically address this concern, certainly an inherent goal of the ordinance is for designated historic structures to be maintained such that they remain structurally sound. To that end, the ordinance includes a minimum maintenance requirement.

The Committee discussed the possibility of drafting a recommendation to the City Council that the Purchase & Sale Agreement include language that guaranteed that the building envelope be fully secured within a reasonable time frame. Another option would be a condition of approval tied to the Certificate of Appropriateness.

In subsequent conversations with Corporation Counsel, staff learned that the City Council had already agreed upon the terms of the Purchase & Sale Agreement, so no added terms could be included. However, the P&S Agreement (enclosed as Attachment 1) does include the following conditions that seek to address the concerns raised:

- All renovations to and rehabilitation of the building must be in accordance with historic preservation standards established by the US Department of the Interior *and in substantial accordance with the plan submitted by BUYER to City Housing Committee on March 27, 2002*. Upon completion of the rehabilitation work and the issuance of a certificate of occupancy, CITY shall execute a certificate indicating this condition has been met to the CITY's satisfaction.

(Note that the IHC's plan calls for a phased rehabilitation, with Phase I addressing basic, immediate repairs and Phase II completing the rehabilitation, including full roof repair. Phase I is based on an \$803,000 budget; Phase I and II combined total \$1.8 million. The plan anticipates Phase I completion within 1 year of closing. It is IHC's intention that Phase II would be completed within 1 ½ to 2 years of closing.)

- The building must be maintained in good condition.

In reviewing the conditions of the P&S Agreement, and in considering the minimum maintenance requirement included in the historic preservation ordinance, staff is comfortable that

there are reasonable provisions in place to address the concerns raised.

Applicable Review Standards

The following ordinance standards apply in the review of this project: Standards # 1, 2, 3, 5, 6, 7, 9, and 10.

Motion for Consideration

On the basis of plans and specifications submitted by the applicant and information included in HP Report # 26, the Committee finds that the proposed exterior and site alterations **meet/fail to meet** the Standards for Review of Alterations of the historic preservation ordinance, **(subject to the following conditions: ...)**

Attachments

1. Purchase & Sale Agreement
2. Letter from project architect
3. Letter from MHPC
4. Letter from Greater Portland Landmarks
5. Fence details
6. Lighting specifications (14 pages)
7. Preservation Brief #33
8. Sign specifications for
9. Light fixture mounting detail
10. State Street elevation
11. Gray Street elevation
12. Courtyard elevation and plan

**HISTORIC PRESERVATION COMMITTEE
CITY OF PORTLAND, MAINE**

**PUBLIC HEARING
ST. DOMINIC'S CHURCH – 34 GRAY STREET**

TO: Chair Sewall and Members of the Historic Preservation Committee

FROM: Deborah Andrews, Historic Preservation Program Manager

DATE: August 30, 2002

RE: September 4, 2002 Unfinished Business

Application For: Certificate of Appropriateness – Exterior Lighting and Signage

Address: St. Dominic's Church
34 Gray Street

Applicant: Irish Heritage Center
Represented by: Scott Teas, Chris Cavendish
TFH Architects

Introduction

On July 10th, the Historic Preservation Committee voted to recommend to the Planning Board approval of a Certificate of Appropriateness for exterior and site alterations at the former St. Dominic's Church. At the time of the approval, the Committee tabled final consideration of the proposed signage and exterior architectural lighting program. It was felt that an evening site visit to assess the effect of the proposed lighting would be helpful. Also, the Committee had questions about the number, scale and placement of the signs proposed for the northeast corner of the building. The applicant was asked to given further consideration to this aspect of the project as well.

On Wednesday, the Committee will meet on site with the project architect to review these two outstanding issues. Mr. Cavendish has order a sample fixture for inspection which will be lit and positioned as proposed on the plans. Also, he will have scale mock-ups of the proposed sign elements installed for inspection. As the applicants are still in discussion regarding the signage, revised plans were not available to include in this packet. However, staff has enclosed a copy of the original proposal for reference purposes.

Following the inspection, the Committee will vote to recommend to the Planning Board approval, denial or tabling of these two outstanding aspects of the project. The Planning Board

has scheduled a workshop to review the project on September 10th.

Attachment

1. Copy of original lighting and signage proposal
2. Catalogue cut of proposed uplights

AH.
22

**HISTORIC PRESERVATION COMMITTEE
CITY OF PORTLAND, MAINE**

**PUBLIC HEARING
FORMER ST. DOMINIC'S GIRL'S SCHOOL, 42 GRAY STREET**

TO: Chair Sewall and Members of the Historic Preservation Committee

FROM: Deborah Andrews, Historic Preservation Program Manager

DATE: August 29, 2002

RE: September 4, 2002 – New Business **HP Report # 36-02**

Application For: Certificate of Appropriateness – Exterior Alterations, Building
Additions & Site Alterations

Address: former St. Dominic's Girl's School
42 Gray Street

Applicant: St. Dominic's Housing Limited Partnership
 Represented by: Scott Teas & Christopher Briley, TFH Architects

Introduction

Following two preliminary workshops, the applicants are requesting a public hearing and final review of their application for building additions and exterior and site alterations to the former St. Dominic's Girl's School at 42 Gray Street. . The proposed changes are planned in conjunction with the conversion of the historic school building to 12 affordable housing units.

Given the fact that the project is subject to major site plan approval, the Historic Preservation Committee's decision will be in the form of a recommendation to the Planning Board as to whether the proposal meets the review standards of the historic preservation ordinance.

Background

On June 3rd, the Portland City Council approved a proposal for the adaptive reuse of both St. Dominic's Church and its affiliated Girl's School, located immediately adjacent to the church. While the initial redevelopment proposal was submitted by Portland West Neighborhood Planning Council (PWNPC) and People's Regional Opportunity Program (PROP) and included both buildings, it was ultimately decided that the two buildings would be owned, rehabilitated, and managed by separate entities. A newly-formed non-profit entity was created to convert the

church into an Irish Heritage Center (plans for which were recently approved by the Committee) and a limited partnership formed by PWNPC and PROP was formed to undertake the housing project. Although the two ownership entities are developing their projects independently and under separate schedules, they have retained the same architectural firm to develop plans. This should help ensure some consistency in approach, particularly in the shared common space between buildings.

Note that St. Dominic's Housing Limited Partnership is seeking Historic Investment Tax Credits for the project and as such, the plans will need to be approved by the Maine Historic Preservation Commission and the National Park Service. The applicant has submitted a preliminary application to the Commission, but has not yet received approval. The plans do, however, reflect discussions with MHPC staff as to what would be generally acceptable under the Secretary of the Interior's Standards.

Subject Building

Built in 1865, St. Dominic's School is a three-story brick structure of approximately 14,000 square feet. Oriented with its gable end to the street, the building measures 45 feet at the sidewalk and is 100 feet deep. The school is located immediately adjacent to St. Dominic's Church, with a narrow separation between buildings at the sidewalk. In fact, the two buildings are physically connected at the rear through a connecting ell.

The combination of the fenestration and the variety of granite work in the hood and sill decoration gives this otherwise utilitarian building a richly patterned façade at the street. The windows of the first and third floors have semi-circular arched transom windows capped by wide flush granite hoods and keystones. The treatment of the second floor is rectangular flush stone lintels. All of the 6/6 windows have granite sills with small blocks supporting the sills. In the gable is a wood framed lozenge window that emphasizes the low pitch of the gable. The front façade also features a small plaque, an arched niche for religious statuary and recessed brick panels. The front entrance, which was probably modified as part of the 1915 alterations, is embellished by a heavy granite arched frame and leaded glass transom.

The building originally featured a curved Second Empire gambrel roof (see enclosed photo). The darker brick at the current gable ends provides evidence of the alteration. The roof was modified to its current common gable form in 1915 to accommodate the school's growing student population. Note that the small ell on the east side of the school, facing the church courtyard, still retains its original gambrel roof form.

The side elevations feature a regular fenestration pattern of 6/6 sash. A series of end wall chimneys are regularly spaced along the west side of the building. While it appears from early views that the original gambrel roof was punctuated by dormers, the current roof has no dormers.

Recent changes include the addition of a fire escape to the west wall and doors inserted on the

upper levels of the same façade. The original front doors have been replaced with aluminum-frame glass doors and a chain link fence replaces the original front yard fence (only the granite posts remain.) The front and side yards are paved in asphalt. Note that given a marked change in grade, the parking area servicing the school is divided into two sections; a chain link fence divides the upper and lower sections.

Proposed Alterations

Enclosed as part of the applicant's final submission is a detailed written itemization of the proposed scope of work. While much of the exterior work entails repair or restoration (e.g. restoration of existing wood windows, slate roof, metal railings; removal of fire escapes, etc.), the project also calls for the following additions and alterations:

- Construction of a 44-foot long dormer centered on the east slope of the roof, facing the church. The dormer will feature paired windows and full light doors for each of the three units it will serve. The doors will access a continuous balcony.
- Construction of a new fire stair addition, immediately behind the gambrel-roofed ell. The final proposal calls for a brick exterior and a standing seam metal roof. While early designs for the addition featured a clerestory top and sheathing materials that made a clear contemporary design statement, the project architect has ultimately elected to introduce a more neutral, recessive addition, given the context and the purely functional nature of the addition. The addition is now proposed to be clad in a brick similar to that of the existing building, but with a darker mortar color. The size of the bricks will slightly larger as well.

As you will recall, there was some question as to whether the fire tower in fact needed to extend to the dormer level of the school building. It was agreed by all that if its height could be reduced, the visual impact of the addition would be virtually eliminated as viewed from the street. At the suggestion of the Committee, the applicant investigated the possibility of reducing the height of the addition. While local code and fire officials determined that a lower tower would meet code requirements, the state Fire Marshall's office is requiring that the tower serve the dormer addition as well. To reduce the visual impact of the tower, the project architect eliminated the clerestory at the top and is proposing a dull-finish steel roof that pitches away from Gray Street.

- Addition of skylights and egress roof windows on the west roof slope.
- Construction of a handicap ramp with railing adjacent to the east elevation of the building. The ramp will access a new side entrance in the existing two-story gambrel roof ell. The exposed sidewall of the ramp will be clad in a granite veneer and the ramp itself will be paved in brick. The ramp will also feature a simple steel railing with ball finials, compatible with existing historic railings on site. A granite planter is proposed in

the space between the ramp and the school.

- Addition of a new entry door at the inside corner of the original cloakroom addition. This entry will be accessed from the new ramp.
- Replacement of existing aluminum entry doors with wood doors. The design of the new doors is based on historic documentation.
- Replacement of existing chain link fencing in front of building with iron railing between remaining granite posts. This railing will be based on the existing historic railing that abuts the west elevation.
- Re-establishment of previously-altered window openings on west façade.
- Replacement of existing stairs on west elevation. Railing details to match new ramp railing.
- Replacement of existing chain link fence which separates the upper and lower parking areas on west side of building. New fence to match ramp railing.
- Construction of wood screening around dumpster in lower parking lot.
- Installation of exterior light fixtures above new and existing entries and along side elevation of new fire tower. Note that the fixtures have been changed, based on Committee comments at the last workshop. The new fixtures are more neutral and recessive.

The enclosed submission includes plans, elevations, sections, details, and catalogue cuts for the lights, doors, and railing components. The written project description also references the National Park Service technical briefs that will guide the masonry, window and slate roof repair work.

Committee Comments at Last Workshop

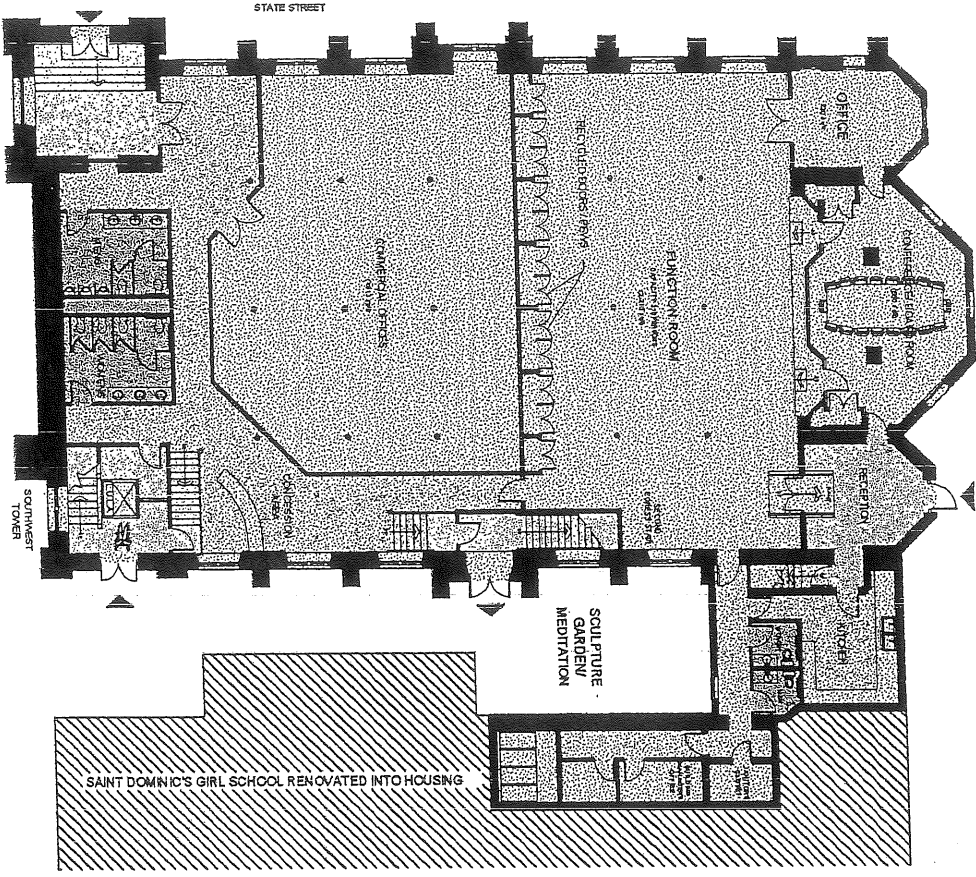
At the second and final workshop held on August 7th, the project architect reviewed his efforts to reduce the height of the stair tower. Committee members were satisfied that this possibility had been fully explored and appeared supportive of the design changes to make the tower more visually recessive, including the change to a brick façade and the revised roof treatment. Other outstanding issues included the treatment of the fence between the upper and lower parking lots and the choice of light fixtures. Both of these issues have been addressed in the final submission.

Motion for Consideration

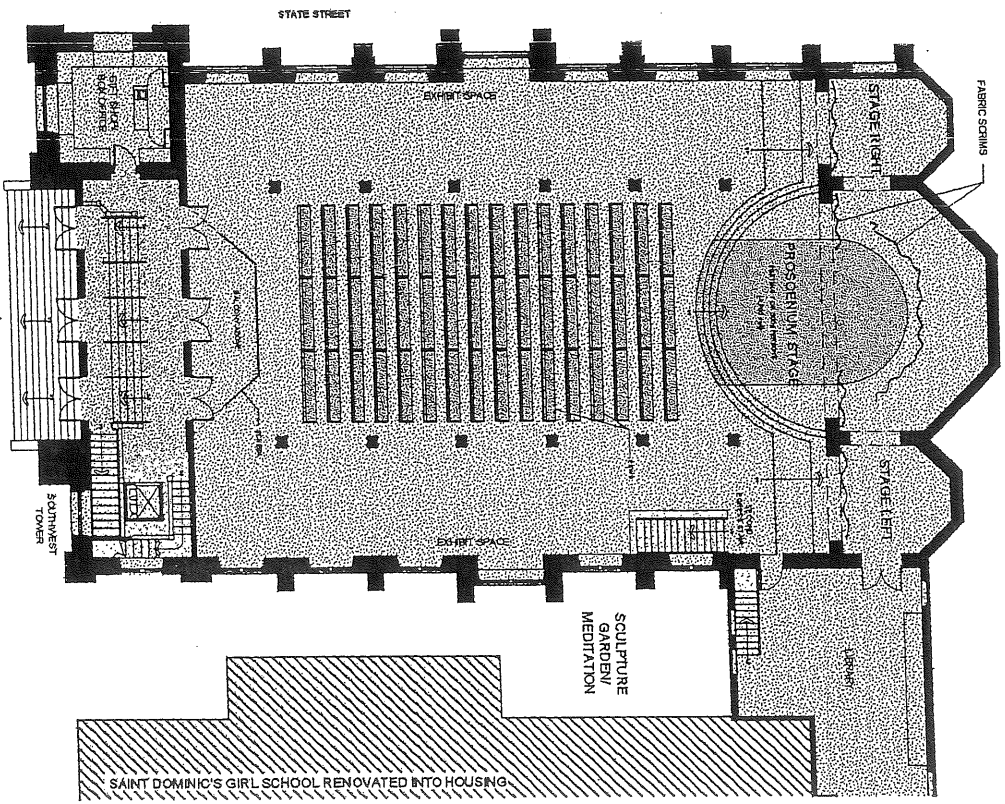
On the basis of plans and specifications submitted by the applicant and information included in HP Report # 36-02, the Committee finds that the proposed exterior and site alterations and new additions **meet/fail to meet** the Standards for Review of Alterations of the historic preservation ordinance (**subject to the following conditions.....**) and recommends to the Planning Board that the applicant's request for a Certificate of Appropriateness be **approved/denied**.

Attachments

1. Project description
2. Application
3. Excerpts from Historic Tax Certification application submitted to MHPC and National Park Service for historic tax credits. See sections, details and specifications included in the application
4. Historic Resources Inventory Form
5. Catalogue Cuts
6. Plan showing new dumpster location
7. Existing elevation
8. Subdivision plan
9. Reduced site plan
10. Dumpster screening detail
11. Reduced proposed elevations
12. Details
13. Large-scale elevations and site plan



1 LOWER LEVEL
 1/8" = 1'-0"



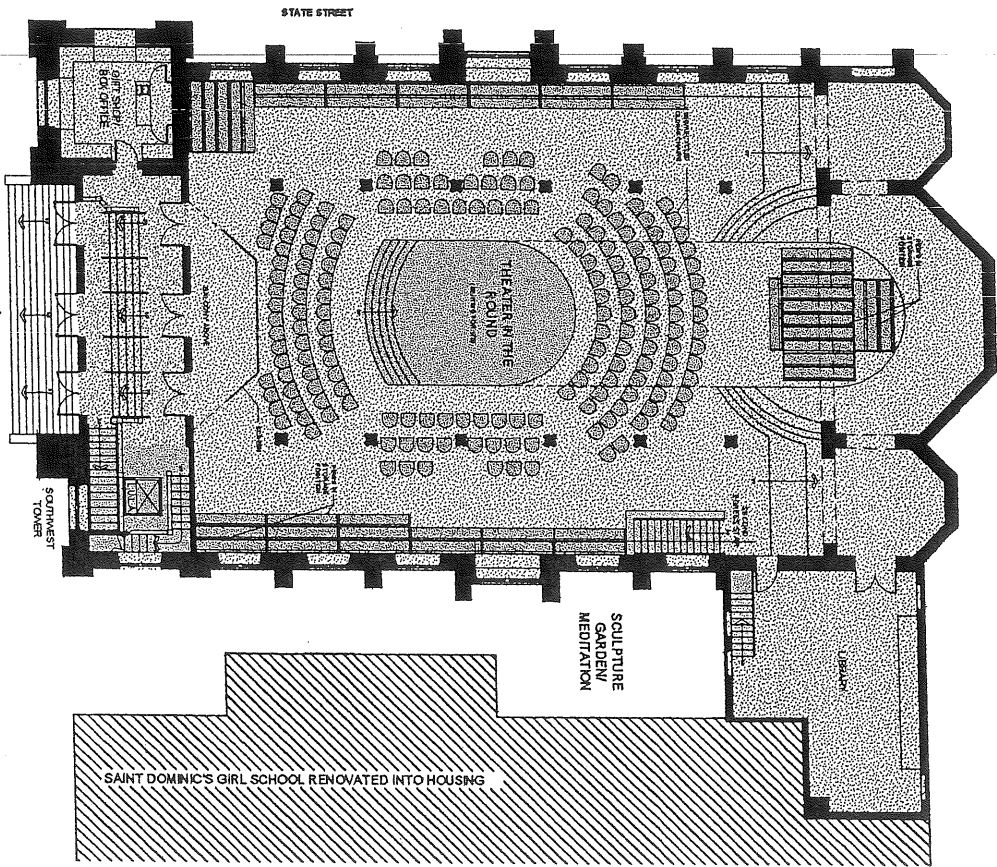
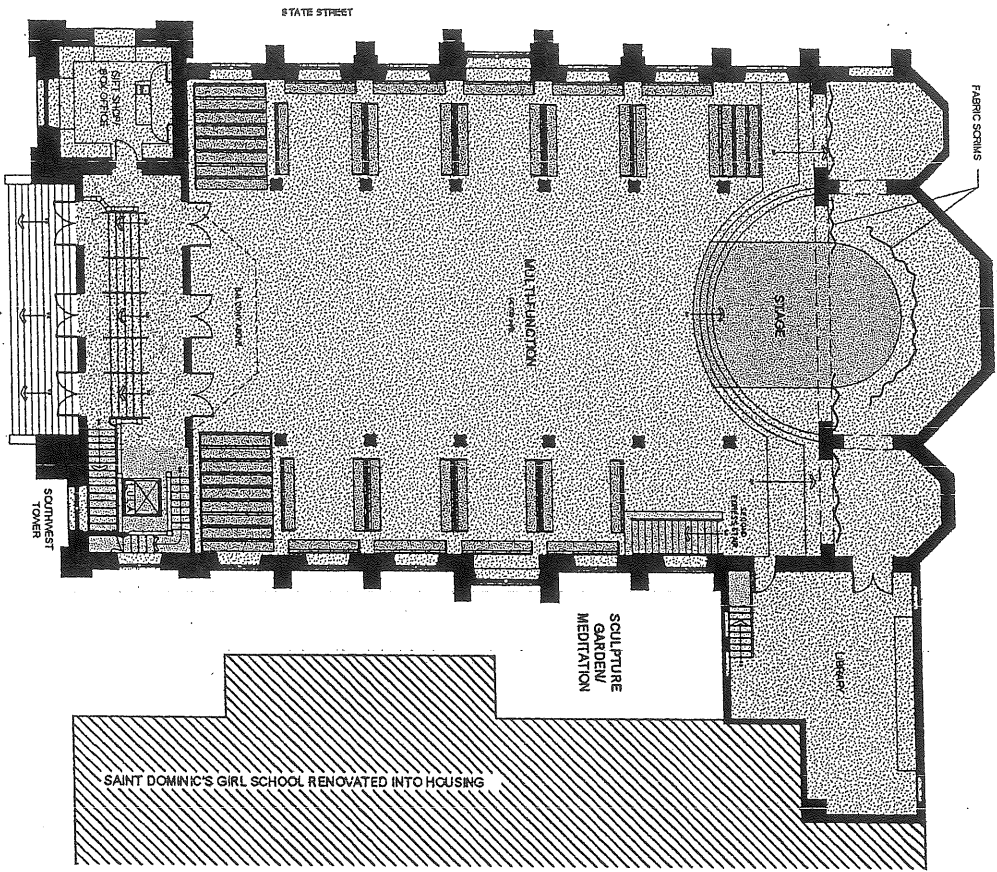
2 SANCTUARY: SEATING VARIATION 1
 1/8" = 1'-0"



Saint Dominic's Irish Heritage Center

February 13, 2002

THE ARCHITECTURE
 CONSULTANTS
 INCORPORATED
 1000 W. WASHINGTON
 CHICAGO, IL 60606
 ARCHITECTURAL FIRM



Saint Dominic's Irish Heritage Center

February 13, 2002

A.H.
14

IRISH HERITAGE CENTER PARKING MANAGEMENT PLAN

The Irish Heritage Center (IHC) offers the following description of a parking management plan that will continue to be reviewed and updated as other options become available. We appreciate the concern from the neighborhood regarding parking shortages and in no way wish to add a burden to the limited street parking that now exists. This plan is intended to reflect our commitment to providing a solution that will allow a full range of activities to occur at the IHC, that will be “ramped up” over the next two years after renovation is completed.

1. Daily operations: There are no exclusive parking spaces for IHC during normal work hours. The IHC will commence operations with one full time staff and grow to two full time staff during the first year of construction. For daytime meetings (9:00 a.m. to 5:00 p.m.) there are 18 spaces in the adjacent Girls School lot that will be owned by PROP/Portland West which will be available for guests (primarily construction and architectural) during renovation. In the spirit of cooperation, Catholic Charities Maine has offered shared use of five parking spaces along the back wall of the church. The IHC is not dependent upon these parking spaces, however, and staff will park on the street.
2. Evening events will be restricted to the lower level during at least the first six –twelve months of operation, depending upon the construction timetable. The anticipated average number of persons for the first floor use is 125-150 persons. Free parking has been secured at Reiche School (23 spaces; up to 40; firm), Catholic Charities Maine (34; firm), and 268 Spring Street (8 spaces, firm), owned by Betty Pomeroy.
3. This space use limitation will easily be satisfied as per the Planning Board’s parking ratio formula of 1 space per five adults, or 30 spaces total on site using Catholic Charities 34 spaces. The types of events may include Irish language classes, Irish dance classes, public education forums, community dinners, board meetings for the IHC and the Irish American Club, non-profit board and staff meetings, public lectures and Irish history classes. The size and use of these groups will vary, with some as standard monthly events and others only for occasional use. It is important to note that dance, language classes, board meetings and committee meetings will be attended by group sizes ranging from 10-25 people. These regular events will not compete with city parking as the CCM lot easily accommodates this group size.
4. A regular weekly event, Bingo, is being designed to respond to and specifically attract seniors and immediate neighbors. We anticipate 50-75% of those attending Bingo will reside in the immediate neighborhood and will walk to this function. We believe the many of the same population will comprise monthly and quarterly dinners, designed primarily for the neighbors and former members of St. Dominic’s Church. These events will be fully covered, therefore, by parking options identified in #2.
Once the former sanctuary is open for use it will have a capacity of between 200--350 persons, depending upon the event. (Dinners will require tables & chairs, thereby limiting the number of seats. Concerts will book at full capacity.) For these events additional parking solutions have been created. They include shuttling participants from a number of available sites. (See Chart Below.)

When events are booked, shuttle services will be arranged and participants will be notified of shuttle options. Shuttle buses or vans will accommodate the capacity per lot, and will operate in a timely schedule.

5. **NOTIFICATION:** Participants will be notified of parking options and encouraged to plan for limited parking when they purchase event tickets, as well as when events are booked with agents. Our neighborhood parking plan will be graphed onto an area map for both individual handout and visual review on the IHC office wall. The IHC Executive Director and Secretary will specifically discuss this with all groups using any space in the building.
6. The IHC will respond to any parking issues that may arise as the community center becomes fully operational. Every attempt to work cooperatively with the neighbors and the city to incorporate ideas or new solutions and to do related problem solving will be ongoing.

SUMMARY:

Daily Operations: Street Parking

Small & Midsize Events: 65 Spaces in neighborhood.
34 Adjacent (Catholic Charities Maine)
23 Reiche School (can be as high as 40 spaces)
8 268 Spring Street (Home of Betty Pomeroy)
65 TOTAL

Larger Events: 65 Spaces (Above)
50-250 Spaces City of Portland International Ferry Terminal
(Nov.–May, walking or with shuttle)
150 Spaces Portland Fish Pier (yr. round; walking or shuttle)
60 Spaces Bubba’s Lounge on State Street (yr. round; walking or shuttle)
70 Spaces Cheverus School with shuttle *van or bus* (yr. round)

MacDonald Associates
PO Box 294
Bath, Maine 04530
Phone/Fax 207-443-3600

AH.8

March 7, 2002

Irish Heritage Center
c/o Bob Kearney
Portland, Maine 04401

Dear Bob,

Attached please find two development pro-formas, two tax credit equity analysis's, rent and expense projections and cash flow estimation for your review. I will highlight some of my findings here.

I have included two scenarios; both assuming that you use Historic Rehab Credit, both Federal and State. One assumes the architect's basic renovation project and the other assumes his full renovation estimate. I am assuming that both will be eligible for Historic Credit, although Amy Cole Ives will have to review his plans and sign-off that each proposal is eligible for credit.

Development Budget

- I used the construction numbers that I got from Scott Teas for the proposed renovations. I have not reviewed the plans; I am only using his total construction number in each instance.
- I estimated other development costs, based upon previous experience and or previous reasonable estimations made. Some notes are included in the margin.
- I included an initial capitalization of reserves, specifically tax and insurance, replacement and operating.
- I included an estimate of a "developer's" fee that would give \$50,000 back to the owner (Irish Heritage Center) in addition to contributing \$135,000 to the project in one scenario and \$50,000 and \$100,000 respectively in the other instance. The difference a result of reduced eligibility of costs.
- Based upon our discussions, I assumed that the fundraising would cover all of the construction costs.

Tax Credit Equity Analysis

- I assumed that the project would access the Federal and State Historic tax credit programs. Based upon an analysis of eligible costs, and project eligibility, I have estimated the potential equity for the project. The basis for the equity is different than the total costs, as some costs are not eligible for credit. This equity is subject to a syndicator confirming these estimates, along with a schedule of pay-in (when it would be available to spend on the project, beginning, during, end). These programs have some restrictions and nuances that are project specific that would need to be clarified with a tax attorney and syndicator. For example, the ownership entity needs to be a for-profit entity, a non-profit can only occupy a certain percentage of the building, the building must be income producing and depreciable and with the State Tax Credit program the credit is limited to \$100,000 annually per taxpayer.
- Based upon the each model presented; the total project costs for full renovation would be \$2,341,832 Tax credit equity could contribute \$642,591; \$135,000 of the developer fee would be contributed, requiring \$1,564,241 to be raised from fundraising sources. In the alternative scenario, where the full renovation would not be performed all at once; the project costs would be \$1,181,671; tax credit equity could be \$306,145; \$100,000 of the developer fee would be contributed, requiring \$775,529 to be raised from fundraising sources.

Rent and Operating Budget

- I made some assumptions on income, based upon conversations with your group and assumptions deemed reasonable in previous pro-forma's and from research with other comparable income

producing groups. I assumed your 1st full operational year would be 2004; I used income assumptions based upon rental schedule. I increased the operating numbers for 2004 to reflect trending assumptions.

- I assumed a 20% vacancy to account for fluctuations in income projections.
- For the operating expense numbers I had conversations with Linda Hogan, accessed market data for comparable projects and conferred with operators of churches in Lewiston, Bath and Brunswick with comparable sanctuary and basement spaces. A line item justification is included.
- I have assumed that there will be no debt to service on this property.
- I am assuming that an agreement with the City can be reached to pay a payment in lieu of taxes (PILOT) out of cash flow.
- I have assumed that you will have a management expense of 5% of gross revenues.

Cash Flow Estimation

- I assumed that income numbers would appreciate 2% annually.
- I assumed that the vacancy (loss of revenue) would continue at 20% as a conservative estimate of underwriting.
- I assumed that the expenses would continue to rise at 2-3% annually.
- I assumed that the initial capitalization of the replacement reserve and the operating reserve would be set aside in an account that would generate 2.5% investment income. I assumed that in year 5 a major withdrawal of \$25,000 would be needed for some capital improvement item; I assumed other withdrawals in year 10 and year 15. These reserves, replacement and operating are anticipated to be initially funded at \$50,000 each. The operating reserve would be accessed if there were fluctuations in the income or unanticipated increases in expenses.
- Based upon these projections the property generates a net cash flow of approximately \$15,000 per year.

Historic Tax Credit Program

- As I indicated to the group, this program is complicated. The State program is relatively new, first starting in 2000. Under the State program, a Maine State taxpayer is allowed a credit equal to the amount of the Federal credit claimed by the taxpayer under Section 47 of the Internal Revenue Code for the rehabilitation of certified historic structures located in Maine. The credit is non-refundable and is limited to \$100,000 annually per taxpayer.
- The Federal Program is more defined, although not necessarily less complicated. Amy Cole Ives is the contact for both programs at the State. Her number is 207-287-2132.
- Additionally, the sale of the credit will involve using a syndicator and tax attorney. The National Trust for Historic Preservation is a group that The City of Portland has had some contact with regarding the re-use of the Church already. Information on their services can be obtained via their website, www.nationaltrust.org. They do have some Maine contacts.
- There have been some projects in Portland that have used this program, The Portland Packing Company Warehouse is one.

Bob, I hope this information helps in guiding your group to tackle this exciting project. If the enthusiasm and commitment that the members of your group have shown in the initial phase of this project are any indication, than I am sure that this project will be successful.

Thanks for the opportunity to work with you.

Sincerely,

Tom MacDonald

Proforma Operating Income and Expense Statement

SCHEDULE 4: PROFORMA OPERATING INCOME AND EXPENSE STATEMENT

	Dec-04	Dec-05	Dec-06	Dec-07	Dec-08	Dec-09	Dec-10	Dec-11	Dec-12	Dec-13	Dec-14	Dec-15	Dec-16	Dec-17	Dec-18
<i>Rental Income</i>															
Gross Rental Income	152,200	155,244	158,349	161,516	164,746	168,041	171,402	174,830	178,327	181,893	185,531	189,242	193,026	196,887	200,825
Commercial Income															
Laundry, other income															
Vacancy & Collection Loss	(30,440)	(31,049)	(31,670)	(32,303)	(32,949)	(33,608)	(34,280)	(34,966)	(35,665)	(36,379)	(37,106)	(37,848)	(38,605)	(39,377)	(40,165)
EFFECTIVE GROSS INCOME	121,760	124,195	126,679	129,213	131,797	134,433	137,122	139,864	142,661	145,514	148,425	151,393	154,421	157,510	160,660
<i>Operating Expenses</i>															
Mgt. & Admin	44,829	45,725	46,640	47,573	48,048	48,529	49,014	49,504	49,999	50,499	51,004	51,514	52,029	52,550	53,075
Utilities	22,369	23,040	23,731	24,443	25,176	25,931	26,709	27,511	28,336	29,186	30,062	30,963	31,892	32,849	33,835
Maint. & Repairs	16,907	17,245	17,590	17,941	18,300	18,666	19,039	19,420	19,809	20,205	20,609	21,021	21,442	21,870	22,308
Taxes, Ins., other	13,525	13,897	14,279	14,672	15,075	15,490	15,916	16,354	16,803	17,266	17,740	18,228	18,729	19,245	19,774
OPERATING EXPENSE	97,629	99,907	102,240	104,629	106,600	108,616	110,679	112,789	114,947	117,156	119,415	121,727	124,093	126,514	128,991
Replacement reserve	10,404	10,612	10,824	11,041	11,262	11,487	11,717	11,951	12,190	12,434	12,682	12,936	13,195	13,459	13,728
NET OPERATING INCOME	13,727	13,676	13,615	13,543	13,935	14,330	14,726	15,124	15,524	15,925	16,327	16,730	17,134	17,537	17,941

	Dec-04	Dec-05	Dec-06	Dec-07	Dec-08	Dec-09	Dec-10	Dec-11	Dec-12	Dec-13	Dec-14	Dec-15	Dec-16	Dec-17	Dec-18
<i>REPLACEMENT RESERVE</i>															
Beginning Balance	50,000	61,654	73,807	86,477	99,680	88,433	102,131	116,401	131,262	146,733	137,835	153,964	170,749	188,212	206,376
Contribution	10,404	10,612	10,824	11,041	11,262	11,487	11,717	11,951	12,190	12,434	12,682	12,936	13,195	13,459	13,728
Investment Income	1,250	1,541	1,845	2,162	2,492	2,211	2,553	2,910	3,282	3,668	3,446	3,849	4,269	4,705	5,159
Disbursements					25,000					25,000					50,000
Ending balance	61,654	73,807	86,477	99,680	88,433	102,131	116,401	131,262	146,733	137,835	153,964	170,749	188,212	206,376	175,264
<i>OPERATING RESERVE</i>															
Beginning Balance	50,000	51,250	52,531	53,845	55,191	56,570	57,985	59,434	60,920	62,443	64,004	65,604	67,244	68,926	70,649
Contribution (withdwl)															
Investment Income	1,250	1,281	1,313	1,346	1,380	1,414	1,450	1,486	1,523	1,561	1,600	1,640	1,681	1,723	1,766
Disbursements															
Ending balance	51,250	52,531	53,845	55,191	56,570	57,985	59,434	60,920	62,443	64,004	65,604	67,244	68,926	70,649	72,415

LINE ITEM OPERATING EXPENSE JUSTIFICATION

Management Fee	5% of Gross Revenues	
Administrative	Assumes 1st year full time person; also includes telephone @\$150/mn; postage and copying	
Legal	Assumes development budget handles set-up legal	
Accounting/Audit	Assumes some expense due to tax credit investment	
Marketing	Assumes funds for brochures/advertising	
Water/Sewer	Assumes minimum usage	
Electric	Assumes usage increase as result of elevator/ KWH price increases	<u>Note below</u>
Heat/Hwater	Assumes 1998 numbers with price and usage inflators (10,000 gal @1.60 gal)	<u>Note below</u>
Repairs	Assumes small repair items	
Trash Removal	Assumes pro-rata share with school/apartments	
Building Maint	Assumes custodian, maintenance person \$10/hr @ 12 hrs week	
Snow Removal/Grounds	No grounds, assuming snow clearing from walkways, etc	
Elevator Contract	Assuming maintenance and inspection contract	
Property Tax	Assumes a cash flow payment to City	
Insurance	Property and Liability Insurance assuming value of \$500,000 and \$1 million liability	
Other	Misc	
Replacement Reserve	Annual funding based upon initial funding of \$50,000	

Notes:

- Electricity For calander year 1996, all of church and school used \$2400 of electricity
- Heat For all of calander year of 1998; basement used 2496 gal of oil; Same period sanctuary and school used 12,430 gal

RENT SCHEDULE

INCOME ACTIVITY FOR SANCTUARY			
Activity	#/YR	\$\$/Use	Total Income
Concerts	5	500	2,500
Religious Services	12	500	6,000
Public Lectures	3	300	900
Graduations	2	800	1,600
Private Parties	10	500	5,000
Craft Show/Fairs	3	1,000	3,000
Weddings	20	350	7,000
Funerals	15	100	1,500
Fund Raising Events	2	15,000	30,000
Tours- Building Museum	2500	5	12,500
Membership Fees	500	50	25,000
Gift Shop % of Sales	12	100	1,200
Meetings	12	500	6,000
			102,200
Rent Schedule		Sanctuary and Basement Office Space	
Unit Type	# Units	Net Rent	Gross Rent
Sanctuary		\$102,200	\$102,200
Lower Level			
Office Space -2000 Sq Ft @\$10		\$20,000	\$20,000
Functions (BINGO)	50	\$300	\$15,000
Suppers	12	\$500	\$6,000
Sponsored Suppers	12	\$250	\$3,000
Meeting Space	60	\$100	\$6,000
TOT/AVG.			\$152,200
Calculation of Effective Gross Income -			Annual
Gross Potential Rental Income			152,200
Plus Other Income			0
Less Vacancy & Collection Loss	20.0%	30,440	
Effective Gross Income			121,760

OPERATING EXPENSE BUDGET

Annual Expenses	
Mgt. & Administration	Annual
Management Fee	6,088
Administrative	30,000
Legal	500
Acctg./audit	2,500
Marketing	4,000
Subtotal Mgt. & Admin.	43,088
<i>Utilities by Owner</i>	
Water/Sewer	3,000
Electric	5,000
Heat/HW (by owner)	13,500
Subtotal Utilities	21,500
<i>Maintenance & Repairs</i>	
Repairs/Other	6,000
Trash Removal	1,000
Building Maint	6,250
Snow Removal/Grounds	1,500
Elevator Contract	1,500
Subtotal Maint & Repairs	16,250
<i>Taxes, Insurance, Other</i>	
Property taxes	0
Insurance	11,500
Other	1,500
Subtotal Taxes & Ins.	13,000
<i>Replacement Reserve</i>	10,000
TOTAL OPERATING EXP.	103,838

Lower Level Income Schedule

	RATE	NUMBER	TOTAL
Board Room (water on table, no coffee, etc.):			
One time use, all day	\$ 150	3 \$	450
Regular tenant, limited duration	\$ 50	6 \$	300
Regular tenant, limited duration w/ storage unit	\$ 55	6 \$	330
Function Space			
One time use, all day	\$ 175	6 \$	1,050
Regular tenant, limited duration	\$ 75	3 \$	225
Regular tenant, limited duration w/ storage unit	\$ 80	6 \$	480
Regular tenant, all day w/storage unit	\$ 100	12 \$	1,200
Both (similar to our arrangement at Italian Heritage Center)			
One time use, all day	\$ 200	3 \$	600
Regular tenant, limited duration	\$ 100	6 \$	600
Regular tenant, limited duration w/ storage unit	\$ 105	9 \$	945
TOTALS		60 \$	6,180
Average Rate	\$ 103		
Say	\$ 100	60 \$	6,000

				SOURCES	
ELIGIBLE BASIS	-		2,215,832	Tax Credit Equity	\$ 642,591
LESS HISTORIC TAX CREDIT	-		0	Developer Fee Loan	\$ 135,000
ADJUSTED ELIGIBLE BASIS	-		2,215,832	Fundraising	\$ 1,564,241
APPLICABLE FRACTION	100%		100%	Total	\$ 2,341,832
QUALIFIED BASIS	-		2,215,832	USES	
QUALIFIED CT ADJUSTMENT	100%		2,215,832	Construction	\$ 1,860,298
CREDIT PERCENTAGE	-		0.00%	Professional Services	\$ 138,984
ANNUAL LIHTC ALLOCATED	-		-	Interim Costs	\$ 12,550
ANNUAL LIHTC ELIGIBLE	-		-	Soft Costs	\$ 34,000
				Reserves	\$ 111,000
Tax Credit Equity		Credits	Price	Equity	Developer Fee
Total Federal Historic Credit		443,166	0.9	398,850	\$ 185,000
Total State Historic Credit		443,166	0.55	243,742	Total
Total Equity				642,591	\$ 2,341,832

Assumptions:

- Project eligible for 20% tax credit for the certified rehabilitation of certified historic buildings
- Project meets the test of income producing historic building, with non profit tenants
- Placement with syndicator for equity investment at estimated equity pricing
- Renovations completed within 2 years
- State Credit available with syndicator at equity pricing estimates

Full Development Budget w/ Historic Tax Credits

Development Budget	Subtotal	Rehab	NOTES
Land	-	-	
Purchase of Building	-	-	
Other Acquisition Costs	-	-	
Subtotal Acq./Demolition	-	-	
Construction	1,778,347	1,778,347	See Architect's Schedule of Values
Furnishings	-	-	
Site Work	-	-	
Performance Bond	-	-	
Relocation Costs	-	-	
Lead Testing	-	-	
Permits	-	-	
Construction Contingency	81,951	81,951	
Subtotal Construction	1,860,298	1,860,298	
PROFESSIONAL SERVICES			
Architect/Engineering	124,484	124,484	7% of Construction
Survey	4,500	4,500	Necessary for School/Church split
Accounting/ Cost certification	5,000	5,000	Required by Tax Credit Program
Real Estate Attorney	5,000	5,000	Estimate
Subtotal Prof. services	138,984	138,984	
INTERIM COSTS			
Constr. Loan Orig. Fee	-	-	
Construction Lender Counsel	-	-	
Construction Interest	-	-	
Inspections	2,800	2,800	\$350 per inspection (8)
Construction Taxes & Insurance	9,750	9,750	Builder's Risk/RE Taxes
Subtotal Interim Costs	12,550	12,550	
FINANCING EXPENSES			
Perm. Loan Orig. Fee	-	-	
Transfer Tax	-	-	
Lender's Counsel Fee	-	-	
Subtotal Financing	-	-	
OTHER SOFT COSTS			
Appraisal/Market Study	5,000	5,000	May not be necessary
Environmental Report	8,000	8,000	City may have report
Tax Credit Fees	1,000	1,000	Application Fee
Title Insurance & Recording	-	-	
Organizational (L.P.)	15,000	-	Partnership Organizational Docs
Soft Cost contingency	5,000	5,000	Estimate for over-runs
Subtotal Other	34,000	19,000	
DEVELOPER'S FEES			
Developer's Ovhd. & Profit	185,000	185,000	
Subtotal development fees	185,000	185,000	
PROJECT RESERVES			
Rent-up/Marketing	-	-	
Tax/Insurance Escrow	11,000	-	1 Year Insurance
Operating Reserve	50,000	-	6 Months Operating
Replacement Reserve	50,000	-	Healthy Amount
Prepaid Monitoring	-	-	
Subtotal Reserves	111,000	-	
TOTAL DEVELOPMENT COST	2,341,832	2,215,832	

				SOURCES	
ELIGIBLE BASIS	-		1,055,674	Tax Credit Equity	\$ 306,145
LESS HISTORIC TAX CREDIT	-		0	Developer Fee Loan	\$ 100,000
ADJUSTED ELIGIBLE BASIS	-		1,055,674	Fundraising	\$ 775,529
APPLICABLE FRACTION	100%	100%		Total	\$ 1,181,674
QUALIFIED BASIS	-		1,055,674	USES	
QUALIFIED CT ADJUSTMENT	100%	-	1,055,674	Construction	\$ 803,387
CREDIT PERCENTAGE			0.00%	Professional Services	\$ 70,737
ANNUAL LIHTC ALLOCATED			-	Interim Costs	\$ 12,550
ANNUAL LIHTC ELIGIBLE			-	Soft Costs	\$ 34,000
				Reserves	\$ 111,000
Tax Credit Equity	Credits	Price	Equity	Developer Fee	\$ 150,000
Total Federal Historic Credit	211,135	0.9	190,021	Total	\$ 1,181,674
Total State Historic Credit	211,135	0.55	116,124		
Total Equity			306,145		

Assumptions:

- Project eligible for 20% tax credit for the certified rehabilitation of certified historic buildings
- Project meets the test of income producing historic building, with non profit tenants
- Placement with syndicator for equity investment at estimated equity pricing
- Renovations completed within 2 years
- State Credit available with syndicator at equity pricing estimates

Development Budget w/ Historic Tax Credits

Development Budget	Subtotal	Rehab	NOTES
Land	-	-	
Purchase of Building	-	-	
Other Acquisition Costs	-	-	
Subtotal Acq./Demolition	-	-	
Construction	767,996	767,996	See Architect's Schedule of Values
Furnishings	-	-	
Site Work	-	-	
Performance Bond	-	-	
Relocation Costs	-	-	
Lead Testing	-	-	
Permits	-	-	
Construction Contingency	35,391	35,391	
Subtotal Construction	803,387	803,387	
PROFESSIONAL SERVICES			
Architect/Engineering	56,237	56,237	7% of Construction
Survey	4,500	4,500	Necessary for School/Church split
Accounting/ Cost certification	5,000	5,000	Required by Tax Credit Program
Real Estate Attorney	5,000	5,000	Estimate
Subtotal Prof. services	70,737	70,737	
INTERIM COSTS			
Constr. Loan Orig. Fee	-	-	
Construction Lender Counsel	-	-	
Construction Interest	-	-	
Inspections	2,800	2,800	\$350 per inspection (8)
Construction Taxes & Insurance	9,750	9,750	Builder's Risk/RE Taxes
Subtotal Interim Costs	12,550	12,550	
FINANCING EXPENSES			
Perm. Loan Orig. Fee	-	-	
Transfer Tax	-	-	
Lender's Counsel Fee	-	-	
Subtotal Financing	-	-	
OTHER SOFT COSTS			
Appraisal/Market Study	5,000	5,000	May not be necessary
Environmental Report	8,000	8,000	City may have report
Tax Credit Fees	1,000	1,000	Application Fee
Title Insurance & Recording	-	-	
Organizational (L.P.)	15,000	-	Partnership Organizational Docs
Soft Cost contingency	5,000	5,000	Estimate for over-runs
Subtotal Other	34,000	19,000	
DEVELOPER'S FEES			
Developer's Ovhd. & Profit	150,000	150,000	
Subtotal development fees	150,000	150,000	
PROJECT RESERVES			
Rent-up/Marketing	-	-	
Tax/Insurance Escrow	11,000	-	1 Year Insurance
Operating Reserve	50,000	-	6 Months Operating
Replacement Reserve	50,000	-	Healthy Amount
Prepaid Monitoring	-	-	
Subtotal Reserves	111,000	-	
TOTAL DEVELOPMENT COST	1,181,674	1,055,674	

**CITY OF PORTLAND, MAINE
MEMORANDUM**

TO: Chair Caron and Members of the Portland Planning Board

FROM: Jonathan Spence, Planner

DATE: September 10, 2002

SUBJECT: Former St. Dominic's Church and Girl's School, Vicinity of 34 Gray Street
St. Dominic's Family Housing Project
Peoples Regional Opportunity Program and Portland West, Applicants

Irish Heritage Center Community Hall
Irish Heritage Center, Applicant

Introduction

The Planning Board has requested a joint workshop to consider plans for the renovation and reuse of the St. Dominic's property located in the vicinity of 34 Gray Street. The property consists of the former St. Dominic's Church, the former Girl's School and two small grade-separated surface parking lots. Originally, it was proposed that the property be split in two and that the new properties would undergo separate site plan reviews. Because of zoning issues arising out of the proposed property split, the project is now proposed as a condominium. A further explanation for the creation of the condominium is included as attachment .

Irish Heritage Center- The Irish Heritage Center proposes to construct a 13,000 square foot community hall/performing arts center within the existing St. Dominic's Parish Church Building at 34 Gray Street. The facility is to be housed within the existing sanctuary structure and no building additions are proposed. The interior modifications will allow the development of a community hall including conference space, kitchen area and associated offices on the lower level and a performance art center including a box office, gift shop and library on the upper level. A completed description of the facility and the proposed use is included in the applicant's written statement (see attachment 1) Exterior modifications include limited landscaping and lighting and the construction of a meditation/sculpture garden in the area between the church building and the girl's school. A sketch plan for the garden is included as attachment .

St. Dominic's Family Housing Project- PROP and Portland West propose the renovation of the existing St. Dominic's Girls school into 12 affordable housing units. These units will consist of two 4-bedroom, four 3-bedroom, five 2-bedroom and one 1-bedroom unit. The majority of the project consists of the internal renovation for the converted use. New exterior construction includes a stair tower, handicap ramp and a roof dormer with deck. Site work consists of repaving, striping and landscaping.

Review

The project will be reviewed as a **conditional use** for the proposed community hall in the church building, as a **major site plan** for the change of use of both the church and the former girl's school, for a **Certificate of Appropriateness** for the proposed exterior modifications and lighting to both the Church and the girl's school and as a **subdivision** due to the quantity of housing units proposed in the girl's school.

Findings

Lot Size:	23,640 square feet +/-
Building Size:	10,465 square feet (church foot print) 13,000 square feet (proposed church rehab) 19,008 square feet (total proposed square footage of girl's school)
Zoning:	R-6
Parking:	No specific number of parking spaces are required for either building.

Site and Building Design

The church, completed in 1893 is a listed National Historic Landmark and has been the subject of a large-scale rehabilitation and re-use effort. The former girls school is a three-story brick structure located to the west of the church on Gray Street in Portland's Historic West End District. Prominent building characteristics include the numerous window openings and decorative granite lintels. The site is bordered by a residential triplex to the west and Catholic Charities to the south.

Access/Circulation/Parking

Access to the church will not be altered as a result of the conversion to a community hall. Pedestrians will continue to access the site directly from Gray Street and from an at-grade doorway located along State Street. The girls school's main pedestrian access point is located directly on Gray Street with a secondary handicapped entrance into a lobby and mail room on the east side of the building. Although located on the side of the building, this secondary entrance also faces Gray Street. A third entrance is proposed into the new stair tower from the courtyard area between the former girl's school and the church.

Vehicular access will be to a small parking area directly from Gray Street and to a larger parking area accessed through Catholic Charities property to the south. This second parking lot is at a lower grade than the lot accessed from Gray Street. Wood stairs provide pedestrian movement between the two lots. An access easement allowing vehicular access to the lower lot across Catholic Charities property already exists at a width of twenty-four feet. Six parking spaces including two handicap spaces will be located in the upper lot with 12 spaces located in the lower lot. It is proposed that both the upper and lower lots be repaved and striped and new concrete wheel stops be installed. The City Traffic Engineer has reviewed the feasibility of the proposed parking layout and found them to be adequate. A memo to this effect is included as attachment 6b.

No specific numerical amount of parking is required for the reuse of either the Church or the former girl's school buildings as a result of the property having an historic designation. The reuse of the church as the Irish Heritage Center does require Conditional Use review, an element of which is a Parking Management Plan. This plan will be discussed in detail in the conditional use section of this memo. The reuse of the girl's school is required to provide sufficient parking to satisfy the reasonably foreseeable demand for parking which will be generated by the proposed development (Sec. 14-526 a-2a). If the housing were required to adhere to the parking standards of the Land Use Code, 1.5 spaces per unit or 18 total spaces would be required.

Utilities

The site will be serviced by existing utilities located within Gray Street. Staff has received confirmation of adequate water supply (attachment 5) and a sewer capacity letter for the Irish Heritage Center (attachment 6). A capacity letter for the St. Dominic's Family Housing Project is anticipated shortly.

Solid waste generated by the proposed housing and the community hall will be stored in a dumpster to be located on the abutter's property. Prior to Catholic Charities (the abutter) taking possession of the their property, the Alliance for the Mentally Ill of Greater Portland received site plan, conditional use, and historic preservation review and approval (1991). Currently the property is not in conformance with the approved site plan as a result of the existing dumpster location and occurrence of parking in an area designated for landscaping. The site plan currently proposed will necessitate amendments to the Catholic Charity property site plan. These amendments will bring the site into conformance but more importantly result in a greater overall utilization of the intersection of these two properties. The proposed dumpster enclosure and reconfiguration of parking spaces identified as 19, 20 and 21 is fully supported by staff. The amendments to Catholic Charities site plan will be reviewed and approved administratively. A letter from Sally Tien of Catholic Charities outlining their overall support for the St. Dominic's site plan including the resulting changes in their site plan is included as attachment 4. The approved 1991 site plan is also included as attachment 21.

Drainage/Grading/Stormwater Management

The drainage patterns of roof flows to a gutter system directly into the existing stormwater drains will be maintained. The buildings gutter system will be restored as a component of the building renovations. Both the upper and lower parking areas sheetflow to the street, where they enter the city system. The existing surface drainage appears to be adequate to manage stormwater runoff. Jim Seymour, Consulting Engineer for the City of Portland, is currently reviewing the drainage and his comments will be available prior to today's workshop.

Landscaping

The project proposes a landscape treatment for the front of the church building consisting of a tree and ground plantings. A similar treatment consisting of a Thornless Hawthorn tree and ground plantings are proposed for the entry to the girl's school. The lower parking lot will be enhanced through the placement of two Norway Maples and accompanying daylilies. The area between the dumpster enclosure and the

existing tree is being greened with groundcover. Jeff Tarling, City Arborist, is currently reviewing the landscape plan which will include the landscape features of the sculpture/meditation garden.

Lighting

The applicant has provided staff with catalog cuts and photometrics for new exterior lighting for the housing proposal that is compatible with the technical standards. Catalog cuts are included as attachment 7. The lighting for the Irish Heritage Center includes uplighting that has been reviewed and recommended by the Historic Preservation Committee following an evening site visit. Approval of the uplighting will require a waiver from the technical standards.

Fire Safety

The City of Portland Fire Department has reviewed and approved the plans as submitted.

Financing

The proposed funding for the Irish Heritage Center includes Federal and State Historic tax credits and a substantial fund raising drive. Development pro-formas, and operating budgets developed by MacDonald Associates of Bath are included as attachment 8.

The proposed funding for St. Dominic's Family Housing project includes federal and state historic tax credits, state subsidies from the Maine State Housing Authority and City of Portland CDBG and HOME funds. A summary of the anticipated sources and costs is included as attachment 9.

Right, Title, Interest

The City Council Order authorizing the sales of the Church and the girl's school to the Irish Heritage Center and to PROP/Portland West respectively is included as attachment 10. Also included as attachment 11 are the Purchase and Sale agreement for the two properties.

Historic Preservation Review

As this project is located within the West End Historic District, the proposed building renovations and alterations will be required to obtain a Certificate of Appropriateness. As this is a major site plan application, this certificate is issued by the Planning Board upon a recommendation from the Historic Preservation Committee. The Historic Preservation as reviewed both components of this project including the proposed site lighting and will be making a formal recommendation to the Planning Board, with no conditions. This recommendation will be available prior to today's workshop.

Neighborhood Meeting

Prior to a Public Hearing before the Planning Board, the applicants are required to hold a neighborhood meeting(s) per the requirements of the land use ordinance. The Irish Heritage Center held a neighborhood meeting on Tuesday, May 28, 2002 at 100 State Street. The meeting minutes and attendance sheet are included as attachment 12.

Condominium Documents

Preliminary condominium documents have been received and reviewed by Corporation Counsel. Revised documents reflecting comments are required prior to a Public Hearing before the Planning Board.

Conditional Use Review

In addition to the Conditional Use Standards stated in 14-474 (attachment 13) the community hall use has four specific provisions under the R-6:

1. That the structure was in existence as of March 15, 1999,
2. That the structure was built for non-residential use,
3. The structure is owned and operated by a not-for-profit entity, and
4. A parking Management Plan will be submitted for Planning Board review and approval.

The Irish Heritage Center has submitted a Parking Management Plan with accompanying letters of parking commitments (see attachment 14). The plan outlines the projected demand of the facility and provides anticipated sources of off-site parking. These include the Reiche School (up to 40 spaces), Catholic Charities of Maine (34 spaces) and 268 Spring Street (8 spaces). Linda Hogan of the Irish Heritage Center has received two memos from Hank Dresch of the Portland School Department, included with the Parking Management Plan discussing the availability of parking at the Reiche School and the possibility of the Irish Heritage Center entering into an agreement similar to the agreement in place between the Friends of St. Lawrence Church and the School Department concerning parking at Adam's School.

The Irish Heritage Center believes that the parking demand created by first floor activities including language classes, public lectures and the weekly bingo can be adequately addressed by the before mentioned off-site spaces. When the former sanctuary is open for use, it will have a capacity of between 200 and 350 persons. The Parking Management Plan identifies sources of off-site parking to meet this demand including the Portland international Ferry Terminal, the Portland Fish Pier, Cheverus High School and Bubba's Lounge on Portland Street. Details of these parking sources and their limitations are outlined in the management plan and the accompanying letters.

Portland West has offered to make their passenger vans available as needed to use as shuttle buses for the parking areas that are not within walking distance or in inclement weather.

The conditional use standards for community halls in the R-6 zone and the specific provision for the parking management plan were developed in response to the reuse of the St. Lawrence Church property at 67 Congress Street. The community hall use was adopted into the Land Use Ordinance in March of 1999 through a text change proposed by the Friends of St. Lawrence Church. Subsequently, the Friends of St. Lawrence Church applied for and received conditional use approval to construct a 6,000 square

foot community hall/theater within the existing parish hall. Although the proposed Irish Heritage Center and the 90-seat St. Lawrence Community Arts Center are different in size and scope, the approved parking management plan is included for reference as attachment 15.

Attachments

1. Application with proposed floorplans, Irish Heritage Center
2. Application, St. Dominic's Family Housing
3. Explanation for Creation of Condominium
4. Catholic Charity's letter of support/intent to amend site plan
5. Water Capacity Portland Water District, 6-04-2002
6. Sewer Capacity for Irish Heritage Center, 6-04-2002
- 6b. Memo from Larry Ash concerning Parking Lot Configuration
7. Lighting Catalog Cuts
8. Financial Analysis, Irish Heritage Center, MacDonald Associates, 3-07-2002
9. Financial Analysis, St. Dominic's Family Housing
10. City Council Orders
11. Purchase and Sale Agreements, July 2002
12. Irish Heritage Center Neighborhood Meeting Minutes and Attendance Sheet
13. Standards for Conditional Use in all Zone Districts
14. Irish Heritage Center Parking Management Plan with attached letters
- ~~15. St. Lawrence Community Arts Center Parking Management Plan~~
16. Letter from Abutter, Barbara Hathaway, 7-09-2002
17. Letter from Abutter, Patrick Costin, 7-02-2002
18. Property Survey
19. Subdivision Plan
20. Site Plan with Elevations and Floorplans for the St. Dominic's Family Housing
21. Catholic Charities (formerly Amity Center) approved site plan

May 23, 2002

Jonathan Spence
City Planner
Portland Planning Department
389 Congress Street
Portland, ME 04101

Jonathan,

This is a package that addresses items 8, 9, &10 from the City of Portland Code of Ordinances sec. 14-525 (c.). Included with this narrative, please find: a project summary sheet from the developer, a letter from Key Bank offering equity financing, a letter from Mark Adelson expressing city support, and a Notice to Proceed from MSHA.

8. State and Federal Regulatory Approvals

This Project has applied for financing from MSHA under its RLP and LIHTC program. This application was submitted March 1st 2002. The application has been reviewed and MSHA has issued a Notice to Proceed (attached) outlining specific items required to move along in MSHA' approval process. MSHA is the primary source of funds, either with its subsidy or with the allocation of tax credits that are sold for equity. Equity from the State and Federal Historic Tax Credit and the Federal Low Income Housing Tax Credit will be provided from Key Development Corp (letter attached).

9. Financial and Technical Capacity

Attached, is a copy of the sources and uses projected for this project, support letter from the City of Portland and MSHA's Notice to Proceed.

10. Applicant's Title

It is our understanding that the Property will be transferred to PROP and Portland West immediately following the June 3rd City Council Meeting at which time the City's RFP process will be completed.

Sincerely,



Christopher Briley R.A.
Architect

Mark B. Adelson, Director
Division of Housing &
Neighborhood Services

Department of Planning and
Urban Development



CITY OF PORTLAND

Michael Myatt
Maine State Housing Authority
353 Water Street
Augusta, Maine 04330-4633

February 13, 2002

Re: St. Dominic's Girls School - LIHTC Application

Dear Michael,

The purpose of this letter is to express the City's strong support for the LIHTC Application being submitted by PROP and Portland West to construct 12 apartments in the former St. Dominic's Girls School on Gray Street in Portland.

As background, the City of Portland purchased the St. Dominic's Church and Girls School in January of 2001. The City's primary goal was to find an appropriate developer to preserve the buildings. In March of 2001, the City advertised for proposals for the redevelopment of St. Dominic's. In May, the City received two proposals. In October, after an extensive evaluation process, which included public input, the City Council's Housing Committee selected the proposal from PROP and Portland West. The Housing Committee cited the PROP/Portland West proposal as meeting a higher community need with development of affordable housing and an Irish Heritage Center in the church.

The Housing Committee's decision has given the PROP and Portland West partnership exclusive site control for the development of this property. It also includes a preliminary financial commitment of \$260,000 in HUD CDBG funding for the development of affordable rental housing in the school. The next step is for the PROP and Portland West partnership to submit a financially feasible final proposal that meets the objectives of the original plan and contains all necessary financial commitments. The Portland City Council will then authorize the sale of the property to the developer and appropriate the funds.

We anticipate a presentation on the final proposal from the developer in March or April of this year. If the proposal is complete, it should receive City Council approval in May.

Please contact me with any questions you may have in regard to the City's commitment to this project. Thank you for your consideration.

Sincerely,

Mark B. Adelson
Director of Housing and Neighborhood Services



Maine State
Housing Authority

April 5, 2002

Erhan Strimling, Executive Director
St. Dom's Housing, Inc., General Partner
St. Dom's Housing Associates L.P.
181 Brackett Street
Portland, Maine 04102

RE: **Low Income Housing Tax Credit Program/Notice to Proceed
St. Dom's Family Housing - Portland**

Dear Mr. Strimling:

The Maine State Housing Authority ("MSHA") has completed its review of all applications received in the March 2002 round of the Rental Loan Program ("RLP") and Low Income Housing Tax Credit Program ("LIHTC"). I am happy to inform you that the proposal (the "Application") submitted by St. Dom's Housing Associates, L.P. (the "Developer") for a 12-unit family housing project in Portland, Maine to be known as St. Dom's Family Housing (the "Project") has been selected for further processing.

This is a notice to proceed, not a commitment of financing. MSHA will continue its underwriting process which will include, but is not limited to, commissioning a real estate appraisal, a site visit and reviewing the technical submissions, reviewing operating budgets, and final underwriting.

In order for MSHA to complete the processing of the Application, the Developer must provide the following information, in a form satisfactory to MSHA, according to the following schedule:

- Updated financial statements, completed within the last 6 months, by June 7, 2002;
- The development will provide for low-income tenant ownership upon expiration of the Extended Use Agreement in year 91;
- Written confirmation of the City of Portland commitment in the amount of \$350,000 at 0% for a term no less than 15 years by July 1, 2002;
- Written confirmation of City of Portland commitment to sell the former Girl's School at St. Dominic's Church and land identified in the Application to the Developer for \$300,000 by July 1, 2002;
- 90% completed construction plans and specifications for the Project by July 1, 2002;
- Written confirmation of planning board approval for the Project by July 15, 2002;
- Phase I Environmental Site Assessment of the Project by July 29, 2002;
- Final construction plans and specifications for the Project by September 6, 2002;
- Written commitment from an equity provider by August 16, 2002;
- Written service plan, budget and memorandum of understanding from service provider(s) for the Project by August 16, 2002; and
- Written construction financing commitment in an amount equal to the entire construction budget for the Project by August 16, 2002 (MSHA subsidy only available at the permanent loan closing).

St. Dom's Housing Associates, L.P.
April 5, 2002
Page 2

Should additional information be required, you will be notified immediately.

If MSHA does not receive this information on or before the dates indicated, or if MSFLA decides not to issue a financing commitment upon completion of its underwriting review, the resources tentatively set aside for the Project will be made available to the next applicant on the waiting list from the March 2002 round of the LIHTC Program.

Upon timely submission of the information required above, MSHA may issue a tax credit reservation and financing commitment for the Project as early as September 20, 2002. The reservation and commitment will be subject to certain conditions, including, without limitation, the following:

- Bids for the MSFLA approved plans and specifications for the Project by September 30, 2002;
- Construction contract(s) for the MSFLA approved plans and specifications and payment and performance bond(s) by October 14, 2002;
- Construction loan closing by November 15, 2002; and
- Extended Low Income Housing Commitment Agreement by and between the Developer and MSHA which includes restrictive covenants that run with the land, bind the Developer, its successors and assigns, are enforceable by MSHA and the low-income tenants in the Project, and will require the Developer to comply with the specific commitments made by the Developer in the Application for which the Developer was awarded points during the LIHTC selection process; and
- A written agreement by and between the Developer and MSHA which includes restrictive covenants that run with the land, bind the Developer, its successors and assigns, are enforceable by MSHA, and will require the Developer to provide physical plant amenities and services at the Project identified in the Application for which the Developer was awarded points during the LIHTC selection process.

If you have any questions about the process, please feel free to contact Suzanne Roy, the Multifamily Loan Officer who has been assigned to the Project, at either (207) 626-4671 or 1-800-452-4668(ext. 671).

Sincerely,



Michael R. DeVos
Director of Development

cc: Suzanne Roy

CITY OF PORTLAND, MAINE
PLANNING BOARD

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Deborah Krichels, Vice Chair
Kenneth M. Cole III
Cyrus Y. Hagge
Erin Rodriguez
Mark Malone
Orlando E. Delogu

November February 6, 2001

Mr. William J. Milliken
C/O Friends of the St Lawrence Street Church
76 Congress Street
Portland, Maine 04101

Re: Conditional Use Appeal for the Friends of St. Lawrence Street Church

Dear Mr. Milliken:

On January 23, 2001 the Portland Planning Board voted 5-0 (Krichels, Malone absent) on the following motions regarding Friends of St. Lawrence Street Church community hall expansion:

That the plan is in conformance with the conditional use standards of the land use code, subject to the following condition of approval:

- i. That the applicant incorporate provisions into their parking management plan for informing patrons of the potential conflicts of using the Adams School parking lot during City parking bans. A revised parking management plan will be provided for planning and parking staff review and approval.

The approval is based on the submitted plan and the findings related to review standards as contained in Planning Board #04-01, which is attached.

If there are any questions regarding the Board's actions, please contact the planning staff.

Sincerely,


Jaimy Caron, Chair
Portland Planning Board

cc: ✓ Alexander Jaegerman, Chief Planner
William B. Needelman, Senior Planner
P. Samuel Hoffses, Building Inspector
Marge Schmuckal, Zoning Administrator
Tony Lombardo, Project Engineer

Bishop Joseph J. Gerry
O.S.B.
President

Patricia M. Collins
Chairperson

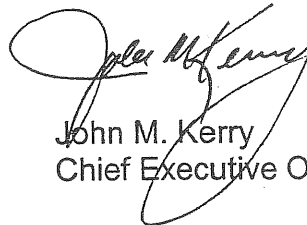
John M. Kerry
Chief Executive Officer

May 23, 2002

To whom it may concern:

Catholic Charities Maine recognizes that the Irish Heritage Center (IHC) is negotiating with the City of Portland to purchase 34 Gray Street. Six dedicated parking spaces border the back of the former girl's school and the sanctuary of the former St. Dominic's Church, which will be owned by the IHC once the sale is completed. Although Catholic Charities Maine has easement rights to this parking area, we agree that the IHC will be the primary user of those parking spaces.

Sincerely,



John M. Kerry
Chief Executive Officer

ACCREDITED



COUNCIL ON ACCREDITATION
OF SERVICES FOR FAMILIES
AND CHILDREN, INC.

JMK/maf



United Way



MAINE HISTORIC PRESERVATION COMMISSION
55 CAPITOL STREET
65 STATE HOUSE STATION
AUGUSTA, MAINE
04333

ANGUS S. KING, JR.
GOVERNOR

EARLE G. SHETTLEWORTH, JR.
DIRECTOR

March 25, 2002

Maureen Coyne Norris, President
Irish Heritage Center
P. O. Box 7588
Portland, Maine 04112-7588

Dear Maureen:

Thank you for the recent tour of historic St. Dominic's Church, an impressive Gothic Revival building designed by the Boston architect Patrick W. Ford and erected between 1888-1893. I appreciated the opportunity to learn first hand from you and your architect Scott Teas what your organization proposes for the future re-use of the church.

Your plan is to convert St. Dominic's into the Irish Heritage Center, with archival and public function spaces on the main floor and rental space in the basement. This compatible use for the existing spaces has several positive results:

1. The public will be able to fully experience the beauty of St. Dominic's impressive interior architecture, especially its sanctuary.
2. No major alterations will be made to significant spaces.
3. Most historic features will be restored and preserved.
4. Proposed alterations and modern enhancements will be respectful of the historic elements of the building.

During my visit, I was also pleased to learn of the Portland West's proposed conversion of the former St. Dominic's School into apartments. Like his plans for the church, Scott Tea's drawings for the school reflect a respect for the character of this historic building, while returning it to a useful role in the neighborhood and the community.



PRINTED ON RECYCLED PAPER

MAINE HISTORIC PRESERVATION COMMISSION

55 Capitol Street
State House Station 65
Augusta, Maine 04333



- 2 -

When the Irish began to arrive in Portland in great numbers in the second quarter of the nineteenth century, they represented the city's first significant immigrant population, and they paved the way for the multi-ethnic, multi-racial richness which constitutes the Portland of the twenty-first century. The story of the early Irish in this city is one of daunting hardships and challenges triumphantly overcome, and that same spirit will guide the creation of the Irish Heritage Center as it seeks to preserve their history within the walls of this great church which they built.

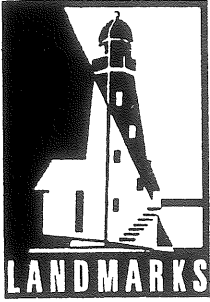
Sincerely,

A handwritten signature in cursive script, reading "Earle G. Shettleworth, Jr.", written in dark ink.

Earle G. Shettleworth, Jr.
Director

EGS/slm

GREATER PORTLAND



165 State Street
Portland, Maine 04101
207 774-5561
Fax 207 774-2509
landmark@maine.rr.com
www.portlandlandmarks.org

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Hilary D. Bassett
Executive Director

Greater Portland Landmarks
Statement regarding St. Dominic's Church and Girl's School Proposals
for the Portland City Council Housing Committee

Greater Portland Landmarks supports the proposed rehabilitation of the St. Dominic's Church and Girls School properties using the highest standards for historic preservation.

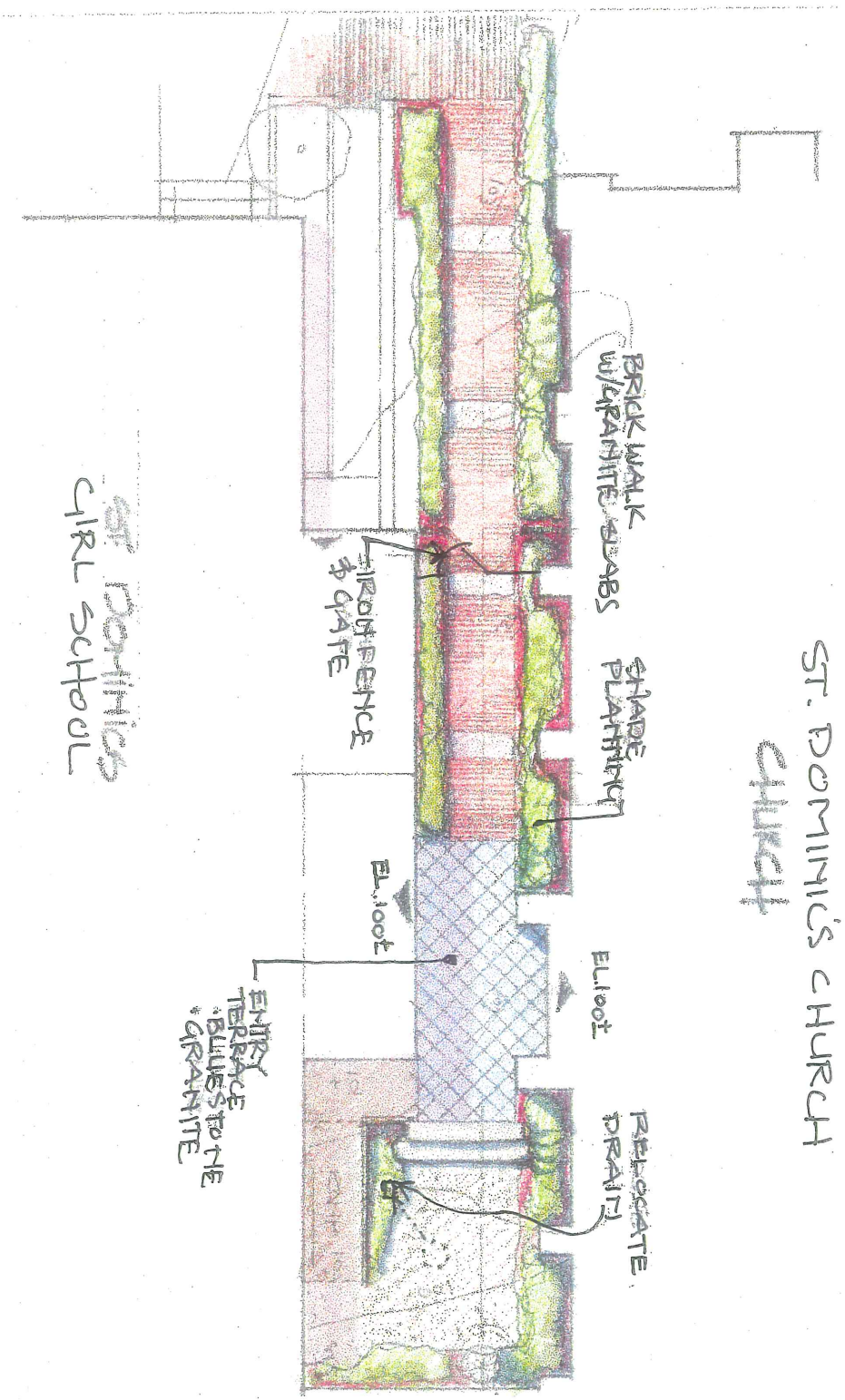
For the Girls School, the Portland West/PROP housing proposal maintains most of the historic exterior of the building while creatively incorporating the programmatic needs for housing. As a historic preservation tax credit project, the Girls School rehabilitation must adhere to rigorous preservation standards to qualify for the tax benefit. While 12 units of housing is an intensive use for the structure, the proposal retains character-defining exterior features, as well as the open stair hall on the interior.

For the Sanctuary, the Irish Heritage Center's proposed use not only preserves the historic exterior, but also has little impact on the interior. It retains the form, details and character of the main sanctuary space, and sensitively incorporates necessary improvements for increased safety and accessibility. The proposal incorporates an unobtrusive lift to provide universal access between floors and a side stairway opening onto a sculpture court as a secondary means of egress. As with the Girls School, this project will qualify for historic preservation tax credits and will be required to adhere to rigorous preservation standards.

Both projects serve as good examples of how federal and state historic preservation tax credits can facilitate the preservation of important historic structures. We would like to take this opportunity to thank Scott Teas, architect, and Maureen Coyne Norris, President of the Irish Heritage Center, for meeting with us regarding these proposals, and to commend Portland West/PROP and the City of Portland for working to preserve St. Dominic's Church and Girls School.

3/20/02

IRISH HERITAGE CENTER
 ST. DOMINIC'S CHURCH
 Church



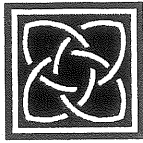
1 LANDSCAPE PLAN
 N.T.S.



JFH ARCHITECTS
 60 COMMERCIAL STREET
 NEWTON, MASSACHUSETTS
 TELEPHONE: 207 775 6441
 ARCHITECTURAL PLANNING

Saint Dominic's Irish Heritage Center

May 14, 2002



Irish Heritage Center

P O Box 7588
Portland, ME 04112-7588
207-780-0118

May 31, 2002

Mr. Jonathan Spence
City of Portland Planning Department
City Hall
389 Congress Street
Portland, ME 04101

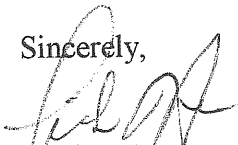
Dear Jonathan,

Attached are the addendum materials required for our scheduled review by the City Planning Board on June 11, 2002. As per the instructions from the Planning Board at our informal meeting of last month, additional information has been collected to meet the terms of conditional use for the Irish Heritage Center at 34 Gray Street.

I would like to point out that the attached Pro Forma financial statements are in the process of being reworked and construction costs will be decreased. The financials presented reflect highest costs possible and do not reflect the fundraising plan for the project.

Thank you for all your help with our application. We are very excited about returning this property, which is listed on the Historic Registry, to our shared community.

Sincerely,



Linda Hogan
Project Director

City of Portland Site Plan Application

If you or the property owner owe real estate taxes, personal property taxes or user charges on any property within the City of Portland, payment arrangements must be made before permit applications can be received by the Inspections Dept.

Address of Construction: 34 Gray Street, Portland, ME 04104		Zone: R6
Total Square Footage of Proposed Structure 18,372 s.f. +/-		Square Footage of Lot 15,044 s.f.
Tax Assessor's Chart, Block & Lot Chart# 44 Block# H Lot# 4	Property owner, mailing address: City of Portland 389 Congress St. Portland, ME 04101	Telephone:
Consultant/Agent, mailing address, phone & contact person TEH Architects 100 Commercial Street Portland, ME 04101	Applicant name, mailing address & telephone: Irish Heritage Center P.O. Box 7588 Portland, ME 04112	Project name: Saint Dominic's Irish Heritage Center
Proposed Development (check all that apply) <input type="checkbox"/> New Building <input type="checkbox"/> Building Addition <input checked="" type="checkbox"/> Change of Use <input type="checkbox"/> Residential <input type="checkbox"/> Office <input type="checkbox"/> Retail <input type="checkbox"/> Manufacturing <input type="checkbox"/> Warehouse/Distribution <input type="checkbox"/> Parking lot <input type="checkbox"/> Subdivision, amount of lots _____ \$25.00 per lot \$ _____ <input type="checkbox"/> Site Location of Development \$3,000, except for residential lots which are then \$200 per lot _____ <input type="checkbox"/> Traffic Movement \$1,000 <input type="checkbox"/> Stormwater Quality \$250.00 <input type="checkbox"/> Other _____ <input type="checkbox"/> After the fact review - Major project \$1,500.00 <input type="checkbox"/> After the fact review - Minor project \$1,200.00 Major Development _____ \$500.00 Minor Development _____ \$400.00 Plan Amendments: <input type="checkbox"/> Board review \$200.00 <input type="checkbox"/> Staff review \$100.00		
Who billing will be sent to: Irish Heritage Center Mailing address: P.O. Box 7588 State and Zip: Portland, ME 04112 Contact person: Linda Hogan Phone: 799-4299		

Submittals shall include (9) separate folded packets of the following:

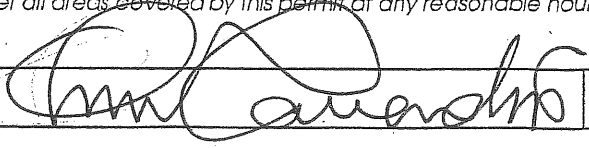
- a. copy of application
- b. cover letter stating the nature of the project
- c. site plan containing the information found in the attached sample plans check list

Amendment to Plans: Amendment applications should include 6 separate packets of the above (a, b, and c)

ALL PLANS MUST BE FOLDED NEATLY AND IN PACKET FORM

Section 14-522 of the Zoning Ordinance outlines the process, copies are available at the counter at .50 per page (8.5 x 11) you may also visit the web site: ci.portland.me.us chapter 14

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 Code Official'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.

Signature of applicant: 	Date: 6.4.02
--	--------------

This application is for site review ONLY, a building Permit application and associated fees will be required prior to construction.

- 1a. Irish Heritage Center
34 Gray Street
Portland, ME 04104
- 1b. See C1.
- 1c. See C1
- 1d. See C1
- 1e. See C2
- 2a. N/A
- 2b. N/A
- 2c. See Attachment A
- 2d. See C1
- 2e-k. See C1 and Survey by Owen Haskell
- 2l. N/A
- 2m. N/A
- 2n. N/A
- 2o. N/A
- 3. The former St. Dominic's Sanctuary of 34 Gray Street (PO Box 7588, Portland, ME 04112-7588) shall be owned and operated by the non-profit organization, The Irish Heritage Center. The sanctuary side of the property is currently owned by the City of Portland, but won unanimous approval for sale of the City Council at a meeting held on 6/3/02. The City of Portland and the IHC have a Purchase of Sales Agreement at a price of \$1.00. The closing date has not been set at this time. The former Girl's School side of the property will be legally divided at the time of closing. This will be owned and operated by Portland West and The People's Regional Opportunity Program (PROP).
 - 1. The Irish Heritage Center will be a museum, library, genealogy center and community center for the preservation and promotion of Irish heritage and culture. Office space for IHC staff and a small gift shop will be on the premises, along with community meeting space and function space. Uses will include: Irish dance and language classes; Ceili's (Irish folk dance); Irish American Club board meetings, dinners and holiday parties; weddings, funerals, concerts, theater, film festivals, educational forums, historic building tours and space for non-profit organizations to meet, have workshops or trainings, etc.
No residential units will be located in this property.
 - 2. See C2
 - 3. See C1
 - 4. See attached letter from Portland Water District.
 - 5. See attached letter from Portland Public Works.
 - 6. Analysis pending.
 - 7. The Irish Heritage Center anticipates closing on the sale of the property in August, 2002. Construction/renovation will commence in the fall of 2002 with an anticipated completion date for Phase One Construction one year from commencement. See attached TFH description for further detail.
 - 8. N/A

9. Pro Forma is attached. Only Phase One Development is planned for at this time. On the revenue side, of the \$803,000 needed to raise we have:
 - a. \$50,000 received from the Irish American Club
 - b. \$50,000 to be awarded by the city with the sale of the property.
 - c. \$100,000 in in-kind donations pledged for construction of the property.
 - d. \$350,000 available for Historic Tax Credit sale in Phase One.
 - e. Historic Preservation grants, local, state and national foundations, businesses and individual donors will comprise the balance of the fundraising required. Letters of support from Greater Portland Landmarks and the Maine Historic Preservation Commission are on file. The IHC has full endorsement from these sources for the project. It also has a 600 membership Irish American Club base (and growing), a 300 member base of former parishioners of St. Dominic's Church, and an expanding data base of potential donors for cash and in-kind donations. We anticipate no difficulty in raising the revenue needed to complete the project.
10. Purchase & Sales Agreement is on file with the City of Portland.
11. N/A
12. N/A
13. The IHC will be responsible for the disposal and removal of all trash. An enclosed unit will be built on site to house trash barrels. The IHC will comply with City requirements for the sorting of all recyclable materials and will dispose of them in accordance with city ordinance. The IHC will contract with a private firm to insure trash is removed weekly and no health hazard exists.

Bishop Joseph J. Gerry
O.S.B.
President

May 13, 2002

Patricia M. Collins
Chairperson

John M. Kerry
Chief Executive Officer

Irish Heritage Center
c/o Linda Hogan
P.O. Box 1106
Portland, ME 04104

Dear Linda:

Catholic Charities Maine supports the efforts of your organization to develop an Irish Heritage Center in the St. Dominic's Church building. We commit that our twenty-nine (29) parking spaces in our lot at 66 State Street can be used by patrons of events held at the Center during hours in which tenants of our facility are not in operation. Please arrange to finalize details of this agreement with our Program Director, Don Harden.

I wish you well in your efforts to undertake this very worthwhile project.

Very truly yours,



John M. Kerry
Chief Executive Officer

JMK/maf

ACCREDITED



COUNCIL ON ACCREDITATION
OF SERVICES FOR FAMILIES
AND CHILDREN, INC.



Portland Public Schools

Administrative Offices

331 Veranda Street, Portland, Maine 04103-5599
207-874-8100



May 8, 2002

Linda Hogan
Irish Heritage Center
P. O. Box 7588
Portland, ME 04112-7588

Dear Ms. Hogan:

This letter is in response to yours of May 6, 2002 and provides additional information to my previous letter of April 26, 2002. Both letters are attached.

As we discussed on the phone, there are approximately 55 parking spaces serving Reiche School. In addition, the school Principal advises that 50%-60% of those spaces are used by the community during non-school hours, including weekends. Based on that information, approximately 23 parking spaces could conceivably be available for use by the Irish Heritage Center.

The procedure for processing an agreement, addressed in my original letter, will still have to be followed.

I hope this information is helpful.

Sincerely,

A handwritten signature in black ink, appearing to read 'H. J. Dresch', written over a circular stamp or mark.

H. J. Dresch, P. E.
Facilities & Property Services Manager

Copy: Mary Jo O'Connor, Superintendent of Schools
Jonathan Spence, Planning Dept.
Ken Kunin, Principal, Reiche School
Charles Lane, Corporation Counsel



May 1, 2002

Linda Hogan
Irish Heritage Center
Portland, Maine

Dear Linda,

This letter is to confirm that Portland West will make our 15 passenger vans available on an as needed basis for the Irish Heritage Center to use to shuttle people from satellite parking areas at Reiche School (or other satellite parking areas) to the Irish Heritage Center during performances or events.

We will need one week advance notice to assure availability of the van(s). Reimbursement for expenses (gas or mileage basis) will be agreed upon at a later date.

Sincerely,

A handwritten signature in black ink, appearing to read "Tom Pearson", is written over a horizontal line.

Tom Pearson
Director of Program Services

A4. 3

May 23, 2002

Chris Briley, R.A.
TFH Architects
100 Commercial St.
Portland, Me. 04101

Re: St. Dominics School- 163 Danforth St.

Chris:

This letter is to confirm there should be an adequate supply of clean and healthful water to serve the needs of the proposed 12 unit housing project at 163 Danforth St. in Portland. Checking District records, I find there is an 8" water main on the short side of the street in Danforth St. as well as a 12" water main on the short side of the street in State Street.

The current data from the nearest hydrant indicates there should be adequate capacity of water to serve the needs of your proposed project.

Hydrant Location: State St. @Danforth St.
Hydrant # 390
Static pressure = 70 PSI
Flow = 1244 GPM
Last Tested = 6/25/91

A further check of the property address indicates the property is currently served by a 6" fire service and a 2" domestic water service. Both services were installed 10/6/92.

If the district can be of further assistance in this matter, please let us know.

Sincerely,
Portland Water District

Jim Pandiscio
Means Coordinator

Department of Public Works



William J. Bray
Director

CITY OF PORTLAND

4 June 2002

Mr. Chris Cavendish,
TFH Architects,
100 Commercial Street,
Portland, Maine 04101

**RE: The Capacity to Handle Wastewater Flows From 34 Gray Street,
Portland, Maine, Site of the Saint Dominic's Renovations.**

Dear Mr. Cavendish:

The existing twelve-inch diameter polyvinyl chloride (PVC) sanitary sewer pipe located in Gray Street has adequate capacity to transport, while The Portland Water District sewage treatment facilities, located off Marginal Way, have adequate capacity to treat, the total anticipated wastewater flows of 2,090 GPD, from the proposed "Irish Heritage Center" project.

<u>Anticipated Wastewater Flows from the Proposed Project</u>	
Proposed 200 Dinner Meals @ 10 GPD/Dinner	= 2,000 GPD
Proposed Six Employees @ 15 GPD/Employee	= 90 GPD
Total Proposed Increase in Wastewater Flows for this Project	= 2,090 GPD

The City combined sewer overflow (C.S.O.) abatement consent agreement, with the U.S.E.P.A. and the Maine D.E.P., requires C.S.O. abatement, as well as Stormwater mitigation, from all projects, in order to offset any increase in sanitary flows.

If I can be of further help, please call me at 874-8832.

Sincerely,
CITY OF PORTLAND

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

FJB

- cc: Alexander Q. Jaegerman, Acting Co-Director, Department of Planning, and Urban Development, City of Portland
- Jonathan Spence, Planner, Department of Planning, and Urban Development, City of Portland
- Eric Labelle, P.E., City Engineer, City of Portland
- Bradley A. Roland, P.E., Environmental Projects Engineer, City of Portland
- Anthony W. Lombardo, P.E., Project Engineer, City of Portland
- Stephen K. Harris, Assistant Engineer, City of Portland
- Todd Merkle, Field Inspections Coordinator, City of Portland
- Desk file

Bishop Joseph J. Gerry
O.S.B.
President

Patricia M. Collins
Chairperson

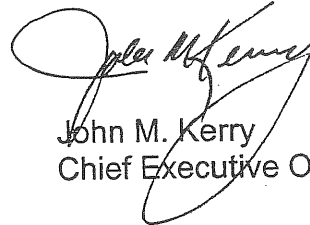
John M. Kerry
Chief Executive Officer

May 23, 2002

To whom it may concern:

Catholic Charities Maine recognizes that the Irish Heritage Center (IHC) is negotiating with the City of Portland to purchase 34 Gray Street. Six dedicated parking spaces border the back of the former girl's school and the sanctuary of the former St. Dominic's Church, which will be owned by the IHC once the sale is completed. Although Catholic Charities Maine has easement rights to this parking area, we agree that the IHC will be the primary user of those parking spaces.

Sincerely,



John M. Kerry
Chief Executive Officer

ACCREDITED

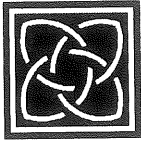


COUNCIL ON ACCREDITATION
OF SERVICES FOR FAMILIES
AND CHILDREN, INC.

JMK/maf



United Way



Irish Heritage Center

P O Box 7588
Portland, ME 04112-7588
207-780-0118

May 6, 2002

Ms. Sarah Hopkins, Planning Dept.
City of Portland
389 Congress Street
Portland, ME 04101

Dear Sarah,

I am happy to submit the attached Site Plan Application for inclusion with our Planning Board Application for presentation on May 14, 2002. The required check in the amount of \$500.00 is included in the packet with nine required copies.

Thank you again for all your help with the Irish Heritage Center. We remain enthusiastic about the project as a whole, and grateful to you and the other city officials who share our dream of returning this historic building for shared community use.

Sincerely,

Linda Hogan
Project Director

attached

From: "Barbara Hathaway" <parker_1@hotmail.com>
To: Portland.CityHall(JSpence)
Date: Sun, Sep 15, 2002 10:03 AM
Subject: St. DOM's /The Danforth

Hi Jonathan..a copy of what I sent to Orlando...

Orlando Delogu
Portland Planning Board
389 Congress Street
Portland, ME 04101

Re: St. DomÆs

Dear Orlando,

September 14th 2002

Thank you for your comments at the workshop of the 10th supporting my interest in added buffering relative to the development the St. DominicÆs project.

The issue of buffering and landscape:

A short time ago setback requirements for parking lots in historic districts were rescinded. This makes my comments concerning the issue of buffering less relevant, or possible.

After submitting my letter concerning buffering back in July, Jonathan Spence came to The Danforth to address my concerns and to relay the willingness of the new developers to appease my interest in buffering by purchasing and planting additional plants. Those plantings would have to be placed on my property. Jonathan confirmed that set backs no longer pertained.

I reviewed my site plan. Elements of my own original design had been put on hold and never completed. By completing my own site plan I will be increasing the buffering, and I am responsible to do so.

My site plan had not been completed for several reasons, the principal reason was the uncertainty raised by litigation brought against The Danforth by The Diocese, and later joined by the City. The litigation argued the boundaries and uses of my property. I will outline a bit of the conflict as it relates to the buffering /site plan issue; but, am happy to be moving past it all.

In 1997 the Diocese announced the closing of St. DomÆs, and informed me that the ROW to park in the rear parking lot that (I believed) I purchased, and had enjoyed since 1994, and the landscape hedge and placement were being disputed. You may recall the city approval of the site design and hedge, as part of the original sub-division site plan, and that the Diocese was a co-applicant. Ultimately, and despite settlement efforts over 4 years, no settlement was reached, and the suit went to trial. The City and Diocese prevailed on the parking lot but prior to trial relented on their position that the hedge was not allowed.

So with the hedge issue settled, buffering in large measure will be accomplished by the completion of my own site plan for The Danforth. Onward.

My last presence before your board was to gain approval for, the demolition of the 1960's era garage, the construction of a new carriage house, and a modified site plan. Shortly after gaining approval, the owner of the little gray Federal home behind me, moved out of state. Since that time I have been attempting to purchase the property, believing it a better opportunity, and a historic building in need. I am closing on this adoption the 27th of this month.

The garage was demolished this year. With the acquisition of 52 Gray Street I will not be building the carriage house. This allows for what I believe will be a greatly improved landscape and site plan. I am working on those elements now with the very talented Tony Taylor (of the Eastland Mural fame!). I have also been working with the Planning Department concerning an amendment to the contract zone involving the request for approval to serve dinner to in house guests, and opening a few tables to the public. The plan I propose for dining will not exceed the numbers already permitted under the DanforthÆs Function contract zone. The plan is being designed for low impact, no signage, limited hours.

Anyway, there is the brief update. Again Thank You. I hope you and your family are well.

Yours truly,

Barbara

Cc: Jonathan Spence

From: <jrcaron@aep.com>
To: Portland.CityHall(AQJ,PL)
Date: Tue, Sep 10, 2002 11:57 AM
Subject: Tonight's Planning Board Meeting

Alex and Penny,

In anticipation of tonight's meeting, I wanted to forward a couple of questions for you to consider:

John Carroll Appeal:

Mr. Carroll's attorney makes the point that the language in the Portland Code ("any person aggrieved") has no formal definition in Maine case law. Does the staff agree with this point? If there is a definition, can we have it available at the meeting?

If there is no formal definition of the term, are we to use the ordinary meaning of the phrase in our evaluation?

In many of the case law examples cited by both sides, the majority of them involve a home owners association of some kind. Is this distinction important? Mr. Carroll points out that CBITD is a political body responsible for the operation of the terminal. If CBITD, in its role as operator of the ferry system, did not object on behalf of the island community (of which Mr. Carroll is a member), can an individual from that community object on behalf of the group?

Is there any record of this item being discussed before the CBITD? I assume the city recognizes they are an important part of the redevelopment effort in this area and has kept them fully aware of the plans.

Pennell Ave Interpretation

I understand from the material in the packet that Mr. Wolf and Mr. Grover partner on many developments. I also read the general statements from Mr. Snow that the reason for the transfer of Lot 91 from Diversified Properties to Construction Aggregate, Inc was done for "business reasons, relating to title, economics and liability." Given the longstanding close working relationship between the parties, what are the specific financial arrangements for the transactions under review that demonstrate that Mr. Grover is not acting as a front for, or in partnership with, Mr. Wolf?

Given the reasoning provided by Mr. Snow above, I would ask that Mr. Snow be prepared to explain the sequence of events leading up to the transfer of Lot 91 from Diversified Properties to Construction Aggregate, Inc. Specifically, why were they not concerned with the "business reasons" at the time Diversified Properties offered a P&S agreement for Lot 91?

Do I understand correctly that Mr. Snow is the Clerk and attorney for all of the corporations involved (of both Mr. Wolf and Mr. Grover)? What involvement has Mr. Grover had with the other lots in this area of Pennell Ave.?

St. Dominics Family Housing and Irish Heritage Center

As I read the financing pro forma's for the Irish center, it does not spell out a specific financing plan for the use. Instead, it appears to be a memo outlining potential funding sources. I would like the applicant to clarify how the financing for this project will occur at the workshop level.

Jonathan Spence
FYI, Marge

CURTIS THAXTER STEVENS BRODER & MICOLEAU LLC
ATTORNEYS AT LAW

ONE CANAL PLAZA, P.O. BOX 7320, PORTLAND, ME 04112-7320/TEL: 207-774-9000 FAX: 207-775-0612/www.curthax.com

Maurice A. Selinger, III
mselinger@curthax.com

June 24, 2002

Received
6/26/02

Marge Schmuckal
Zoning Administrator
City of Portland
City Hall
389 Congress Street
Portland, Maine 04101

RE: St. Dominic's Housing

Dear Marge:

This letter follows up and confirms our conversation last Thursday. I understand you've been apprised of the plan to condominiumize the St. Dom's project so that the church and the school will be separate units. You advised me that this approach gets around the setback issues associated with the stair tower to be built between the buildings and also addresses the issue with dimensional requirements that would be created if the land were divided. I understand the proposed parking for the housing units, 18 spaces, complies with the ordinance requirements, being one and one-half spaces per unit. I understand the Irish Heritage Center may be required to conduct a parking study for its use. As I think you are aware, the St. Dom's Housing partnership will provide to IHC an easement for one full parking space and portions of three others. I am told there will be an easement to IHC from Catholic Charities for the other portion of those three spaces.

I understand also that Scott Teas has proposed a solution acceptable to you for the height issue relating to the stair tower.

Marge Schmuckal
June 24, 2002
Page 2

If I've misstated the substance of our conversation, or if anything changes, please let me know in writing. Thanks for your help.

Sincerely,

A handwritten signature in black ink, appearing to read "M. Selinger". The signature is fluid and cursive, with a long horizontal stroke at the end.

Maurice A. Selinger, III

cc: Bob Cain
Larry Davis
Scott Teas

CITY OF PORTLAND, MAINE
HISTORIC PRESERVATION COMMITTEE

July 12, 2002

Stephen Sewall, Chair
Cordelia Pitman, Vice Chair
Edward Hobler
Susan Wroth
Camillo Breggia
Robert Parker
John Turk

Maureen Coyne Norris, President
Irish Heritage Center
20 Delano Park
Cape Elizabeth, ME 04107

Re: St. Dominic's Church, 34 Gray Street – Exterior and Site Alterations

Dear Ms. Norris:

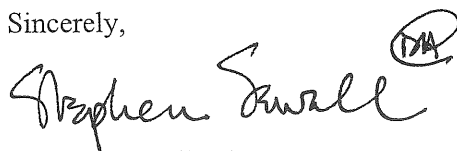
On July 10, 2002, the City of Portland's Historic Preservation Committee conducted its final review of your proposal for exterior and site alterations associated with the conversion of St. Dominic's Church to the Irish Heritage Center. Following a public hearing and final deliberations, the Committee voted 7-0 to recommend to the Planning Board approval of your request for a Certificate of Appropriateness, based on findings that the proposed alterations meet the review standards of the historic preservation ordinance.

The Committee's decision is subject to the following conditions:

- The applicant shall submit an alternative signage plan for review and approval by the Historic Preservation Committee. The Committee asked that the applicant reexamine the proposed scale, placement, and number of sign elements and that a mock-up be installed on site for inspection.
- Although the Committee approved the proposed architectural lighting program in concept, final approval shall be deferred pending a field inspection of sample light fixtures and lighting scheme.

Please note that because this project is subject to major site plan review, it is the Planning Board that will be making the final decision regarding your request for a Certificate of Appropriateness under the historic preservation ordinance. The Historic Preservation Committee will forward its recommendation to the Planning Board prior to the Planning Board's final review of the project.

Sincerely,



Stephen Sewall, Chairman
Historic Preservation Committee

cc: Scott Teas, TFH Architects
Chris Cavendish, TFH Architects
Approval Letter File
Building Inspections

**CITY OF PORTLAND, MAINE
MEMORANDUM**

TO: Chair Caron and Members of the Portland Planning Board

FROM: Jonathan Spence, Planner

DATE: July 9, 2002

SUBJECT: 34 Gray Street, St. Dominic's Family Housing Project
Peoples Regional Opportunity Program and Portland West, Applicants

Introduction

The proposed project is the renovation of the existing St. Dominic's School into 12 affordable housing units. These units will consist of two 4-bedroom, four 3-bedroom, five 2-bedroom and one 1-bedroom unit. The majority of the project consists of the internal renovation for the converted use. New exterior construction includes a stair tower, handicap ramp and a roof dormer with deck. Site work consists of repaving, striping and landscaping. This property was originally planned to be split through a property division from the abutting church property. As a result of impending zoning issues, the property as a whole is now going to be condominiumised. Condominium documents have been provided to staff and are currently being reviewed by corporation counsel.

Site and Building Design

The former girls school is a three-story brick structure located to the west of the St. Dominic's Church on Gray Street in Portland's Historic West End District. Prominent building characteristics include the numerous window openings and decorative granite lintels. The site is bordered by the former St. Dominic's Church to the east, a residential triplex to the west and Catholic Charities to the south.

Access/Circulation/Parking

The building's main pedestrian access point is located directly on Gray Street with a secondary handicapped entrance into a lobby and mail room on the east side of the building. Although located on the side of the building, this secondary entrance also faces Gray Street. A third entrance is proposed into the new stair tower from the courtyard area between the former girls school and the church.

Vehicular access will be to a small parking area directly from Gray Street and to a larger parking area accessed through Catholic Charities property to the south. This second parking lot is at a lower grade than the lot accessed from Gray Street. Wood stairs proved pedestrian movement between the two lots. An access easement allowing vehicular access to the lower lot across Catholic Charities property already exists at a width of twenty-four feet. Six parking spaces including two handicap spaces will be located in the upper lot with thirteen spaces located in the lower lot. One of the spaces in the lower lot will be

designated for the Irish Heritage Center to be located in the abutting church. The required parking ratio of 1.5 spaces per unit is met by these 18 spaces. It is proposed that the upper lot be repaved and striped. **Staff recommends that the lower lot be resurfaced in addition to the proposed striping.** The City Traffic Engineer and Consulting Engineer are reviewing the feasibility of the proposed parking layout.

Utilities

The site will be serviced by existing utilities located within Gray Street. Staff has received confirmation of adequate water supply (Attachment 3) and is anticipating a sewer capacity letter.

Solid waste generated by the proposed housing will be stored in a dumpster to be located on the abutter's property. This dumpster will be shared by the applicant and the Irish Heritage Center. This dumpster and the abutter's dumpster will be screened with new stockade fencing. The existing abutter's dumpster site will be re-vegetated. The site plan included as attachment 6 more clearly demonstrates the dumpster location.

Drainage/Grading/Stormwater Management

The drainage patterns of roof flows to a gutter system directly into the existing stormwater drains will be maintained. The buildings gutter system will be restored as a component of the building renovations. The existing surface drainage is adequate to manage stormwater runoff.

Landscaping

The project proposes a landscape treatment for the front of the building consisting of a tree and ground plantings. The plan also proposes a re-vegetation of the area on the Catholic Charities site that is currently occupied by their dumpster. **Staff requests that the landscape plan also address the need to adequately buffer the parking lots from abutters.** Jeff Tarling, City Arborist, is currently reviewing the landscape plan.

Lighting

The applicant has provided staff with catalog cuts and photometrics for new exterior lighting that is compatible with the technical standards. An earlier submission included an up light to illuminate a planting. This feature has been removed ~~from~~ ^{from} the plan. Catalog cuts are included as attachment 4.

Fire Safety

The City of Portland Fire Department has reviewed and approved the plans as submitted.

Financing

The proposed funding for this project includes federal and state historic tax credits, state subsidies from the Maine State Housing Authority and City of Portland CDBG and HOME funds. A summary of the anticipated sources and costs is included as attachment 2.

Historic Preservation Review

As this project is located within the West End Historic District, the proposed building renovations and alterations will be required to obtain a certificate of appropriateness. As this is a major site plan application, this certificate is issued by the Planning Board upon a recommendation from the Historic Preservation Committee. The Historic Preservation review and subsequent recommendation must occur prior to Public Hearing before the Planning Board. It is anticipated that revisions to the site plan will result as part of this review.

Neighborhood Meeting

Prior to a Public Hearing before the Planning Board, the applicant will be required to hold a neighborhood meeting per the requirements of the land use ordinance.

Attachments

1. Application
2. Financial Summary
3. Water Capacity Confirmation
4. Catalog Cuts
5. Memo from Abutter
6. Plans

Dear Deb and Jonathan,

I decided to forward this e-mail from IHC director Linda Hogan. As you recall, at the last historic preservation meeting when the IHC was considered, Barbara Hathaway made several requests. Specifically, Barbara asked that the IHC be held to a timetable for getting things completed and that important tasks be done by qualified professionals. The next day Barbara sent a very professional e-mail to Linda attempting to smooth any feathers that may have been ruffled. She got the enclosed letter back from Linda.

The neighborhood has simply been trying to hold the parties involved to the processes established for the protection of us all. When we get letters like this one which is very similar in tone to one we received from K. Geraghty last winter, we certainly do not feel included in any process nor do we feel inclined to trust our would be new neighbors.

I will attempt to call you sometime this week, Jonathan, for further discussion of the parking plan for the IHC and what options might be possible for the neighborhood.

Sincerely,

Nancy Merrow

>From: "Barbara Hathaway"
>To: nmerrow@hotmail.com
>Subject: read 2nd
>Date: Thu, 06 Jun 2002 21:25:38 +0000

>
>
>
>

>>From: "Linda Hogan"
>>To: "Barbara Hathaway"
>>Subject: Response
>>Date: Thu, 6 Jun 2002 13:26:53 -0400

>>

>>Dear Barbara,
>>I've been thinking a lot about how to answer your most recent email
>>and wanted to be sure I was in a quiet space before I replied. I
>>write you from that good place.

>>

>>I am sorry to share that I have read, and reread your written words
>>and replayed your verbal testimonies. They are not consistent with
>>your actions, nor with what I believe is your intent. I have not
>>found you helpful, kind, straightforward or fair to any step in the
>>process. The IHC has repeatedly worked to respond to every issue
>>raised by you and others. We have exceeded the requirements from

>>the City. We have designed and are implementing a plan that is
>>grounded in solid financial research, excellent architectural
>>design, due diligence and pure hearts. The Irish Heritage Center
>>is a reclamation of history, and a return of sacred space to a
>>larger community that needs safe places in which to gather, play
>>and form enduring relationships. That has been our mission from
>>the outset and we will not deviate from the course.

>>

>>When a Dominican Priest first purchased the land St. Dominic's
>>resides on, it was sold to him by a Protestant during a challenging
>>period of history. During the construction of this magnificent
>>church, built on faith, with money that was raised as it was being
>>erected there were years of protests and hateful actions. They
>>came from fear--from bigots who hated the Irish, detested the poor,
>>shunned Catholics. But the courage, and the resolve of those
>>immigrant laborers never wavered. Their goal of co-creating a place
>>that welcomed first the Irish, then other immigrants, endured. It
>>even thrived, through each unjust assault. When I am in St. Dom's I
>>can feel their wise hearts in every brick, every window, every
>>nuance of design. It moves me, and many who visit there, to a place
>>of serenity and pride that has no written language.

>>

>>My knowing (as the Irish say) is that St. Dominic's early history
>>is being revisited. The same fear, bigotry and tones of Irish
>>racism have been spoken, although by only a few voices, since the
>>IHC first became involved. This merely increased our collective
>>passion, fortified our sense of purpose and guaranteed our eventual
>>outcome. We have no issue with dissenting viewpoints. We do not
>>appreciate, however, mixed messages pledging support on the one
>>hand, with action steps to derail the process on the other.

>>

>>For helping us focus even more precisely on why we are doing this,
>>I sincerely thank you. Your dishonesty throughout the process
>>spurred discussions that served to clarify our mission and unveil
>>our collective integrity.

>>Every roadblock you attempted to put in front of us helped us raise
>>more interest, support and funding from others who, like us, just
>>want to save this treasure and return it the neighborhood. We are
>>grateful to the Portland City Council and the vast majority of our
>>shared community for their recognition of our hard work, which we
>>do with joy.

>>We'll stay the course.

>>

>>If you do mean any of your comments about wanting to be a good
>>neighbor, then please, stop the protests. Good neighbors find
>>passage through their differences. And they trust each other.

>>

>>Thank you for reading this. I hope you can hear me.

>>Linda Hogan

>>

>>

>>

>

>

>

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Department of Planning & Development
Lee D. Urban, Director



CITY OF PORTLAND

Division Directors
Mark B. Adelson
Housing & Neighborhood Services

Alexander Q. Jaegerman, AICP
Planning

John N. Lufkin
Economic Development

May 14, 2002

Mr. Christopher Briley, R. A.
TFH Architects
100 Commercial Street
Portland, ME 04101

RE: Saint Dominic's Family Housing
(ID# 2002-0115, CBL#044-H-004)

Dear Mr. Briley:

I would like to thank your recent submittal of Saint Dominic's Family Housing, to be located in the former Saint Dominic's Girls School at 34 Gray Street. I have enclosed a copy of our "site plan checklist" which will enable you to supplement the items already submitted with additional material that will together constitute a complete application. Below are a few of the items taken from the checklist presented in greater detail.

1. Proposed floorplans and existing building elevations for the residential units are needed.
2. Plans prepared, based on the boundary survey, including lighting, parking areas, pedestrian walkways and vehicular access.
3. A landscape plan must be provided that illustrates existing, preserved and proposed vegetation.
4. Evidence of financial and technical capability to undertake and complete the development. A letter from a financial institution stating that it has reviewed the planned development and that funding is available and an outline of all other funding sources that will be used in this project.
5. A narrative describing existing surface drainage and stormwater management/treatment on the site.
6. Evidence of availability of off-site facilities including sewer and water service.
7. A construction plan outlining the anticipated sequence of construction including the approximate dates of commencement and completion.
8. A brief discussion concerning the generation, containment and removal of solid waste.

**CITY OF PORTLAND, MAINE
MEMORANDUM**

TO: Chair Caron and Members of the Portland Planning Board

FROM: Jonathan Spence, Planner

DATE: November 12, 2002

SUBJECT: 34 Gray Street, Former St. Dominic's Parish Church
Irish Heritage Center, Applicant

Introduction

On October 8, 2002 the Planning Board voted (4-0), Delogu, Caron absent, Lowry recused) to table for future consideration a motion concerning the use of the former St. Dominic's Church as a community hall by the Irish Heritage Center as a Conditional Use in the R-6 zone district. The inclusion of historic tax credits as a component of the Irish Heritage Center's funding program made it unclear whether standard 3 of the Conditional Use Standards, that the structure be owned and operated by a not-for-profit entity, could be met. In the interim, the City Council passed an order, included as attachment 1, to revise the language of this standard. The intent of the R-6 conditional use standards for community halls is to ensure that they are operated to the benefit of the community on a non-profit basis. The text change maintains this intent while allowing organizations the ability to investigate and utilize all avenues of appropriate funding. The Irish Heritage Center now returns to the Planning Board for resolution of the conditional use motion.

At the previous public hearing, the Irish Heritage Center received conditional site plan approval, a waiver of the site lighting standards and a finding that the project did meet the standards for review of construction and alterations of the Historic Preservation Ordinance. Please refer to Planning Board Report 59-02 for all details concerning the conditional use application and the project as a whole.

Previous Action

On October 8, 2002 the Planning Board voted (4-0), (Delogu, Caron absent, Lowry recused) on the following motions:

Unit 1- St. Dominic's Family Housing

- i. That the proposed development is in conformance with the Subdivision Ordinance of the Land Use Code with the following condition:
 1. *-that the subdivision plat be amended to include the book and page numbers of referenced deeded easements.*

- ii. That the proposed development is in conformance with the Site Plan Ordinance of the Land Use Code with the following conditions:
 - 1. *-that a copy of an executed license agreement be reviewed and approved by Corporation Counsel.*
 - 2. *-that the condominium documents will be reviewed and approved by Corporation Counsel.*
 - 3. *-that a detail for the wooden guardrail to be installed between the applicant and Mr. Costin's property be provided to staff for review and approval.*
 - 4. *-that the property line between the applicant and the Gray Street abutter be field located.*
- iii. That the plan meets the Standards for Review of Construction and the Standards for Review of Alterations of the Historic Preservation Ordinance.

Unit 2- Irish Heritage Center

- i. That the proposed development is in conformance with the Site Plan Ordinance of the Land Use Code with the following conditions:
 - 1. *-that a copy of an executed license agreement be reviewed and approved by Corporation Counsel.*
 - 2. *-that the condominium documents will be reviewed and approved by Corporation Counsel.*
 - 3. *-that a detail for the wooden guardrail to be installed between the applicant and Mr. Costin's property be provided to staff for review and approval.*
 - 4. *-that the property line between the applicant and the Gray Street abutter be field located.*
 - 5. *-that the applicant procures Conditional Use approval of the property as a community hall in accordance with the City Ordinance.*
- ii. The proposed lighting plan will not produce unacceptable levels of glare and/or light trespass and therefore the Site Lighting Standards for this application are waived.
- iii. That the plan meets the Standards for Review of Construction and the Standards for Review of Alterations of the Historic Preservation Ordinance.

Conditional Use Standards

The Conditional Use Standards for the community hall use has four specific provisions under the R-6:

1. That the structure was in existence as of March 15, 1999,
2. That the structure was built for non-residential use,
3. *The structure is operated by, or operated subject to the control of, a not-for-profit entity in accordance with its not for profit purposes; and
4. A Parking Management Plan will be submitted for Planning Board review and approval.

*Revised November 4, 2002, Portland City Council Order # 87-02/03

Motion

On the basis of plans and material submitted by the applicant and on the basis of information contained in Planning Report #59-02 relevant the Conditional Use Standards of the R-6 zone, the Planning Board finds:

1. That the plan is/is not in conformance with the Conditional Use Standards of the Land Use Code.

Attachments

1. Council Order # 87-02/03
2. Planning Board Report #59-02

(4-0)
Lowry
Peterson
Assistant

KAREN A. GERAGHTY (MAYOR) (2)
PETER E. O'DONNELL (1)
NATHAN H. SMITH (3)
CHERYL A. LEEMAN (4)
JAY M. HIBBARD (5)

CITY OF PORTLAND
IN THE CITY COUNCIL

JAMES F. CLOUTIER (A/L)
PHILIP J. DAWSON (A/L)
JILL C. DUSON (A/L)
NICHOLAS M. MAVODONES (A/L)

ORDER AUTHORIZING AMENDMENT TO CITY CODE
CHAPTER 14, DIVISION 7, R-6 RESIDENTIAL ZONE
§§14-137

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PORTLAND, MAINE
IN CITY COUNCIL ASSEMBLED AS FOLLOWS:

1. That Chapter 14 of the Land Use Code (Conditional uses.), §14-137 be amended as follows:

Sec. 14-137 Conditional uses.

The following uses shall be permitted only upon the issuance of a conditional use permit, subject to the provisions of section 14-474 (conditional uses) of this article and any special provisions, standards or requirements specified below:

- (c) *Institutional:* Any of the following conditional uses provided that, notwithstanding section 14-474(a) (conditional uses) of this article or any other provision of this Code, the planning board shall be substituted for the board of appeals as the reviewing authority:

...

6. Community Hall provided that:
 - a. The structure was in existence as of date of enactment, March 15, 1999;
 - b. The structure was built for institutional or other non-residential uses;
 - c. The structure is owned and operated by, or operated subject to the control of, a not-for-profit entity in accordance with its not for profit purposes; and
 - d. A parking management plan is submitted for review and approval by the Planning Board.

6. SITE LIGHTING	_____	_____	\$ 1,000	_____	_____	\$ 2,500
7. EROSION CONTROL	_____	_____	_____	_____	_____	_____
Silt Fence	_____	_____	_____	_____	_____	_____
Check Dams	_____	_____	_____	_____	_____	_____
Pipe Inlet/Outlet Protection	_____	_____	_____	_____	_____	_____
Level Lip Spreader	_____	_____	_____	_____	_____	_____
Slope Stabilization	_____	_____	_____	_____	_____	_____
Geotextile	_____	_____	_____	_____	_____	_____
Hay Bale Barriers	_____	_____	_____	_____	_____	_____
Catch Basin Inlet Protection	_____	_____	_____	_____	_____	_____
8. RECREATION AND OPEN SPACE AMENITIES	_____	_____	_____	_____	_____	\$ 3,000
9. LANDSCAPING (Attach breakdown of plant materials, quantities, and unit costs)	_____	_____	_____	_____	_____	\$ 9,000
10. MISCELLANEOUS	_____	_____	_____	_____	_____	\$ 2,800
TOTAL:	_____	_____	\$ 5,925	_____	_____	\$ 66,205
GRAND TOTAL:	_____	_____	\$ 72,130	_____	_____	_____

OK 12-23-02
J.R.

INSPECTION FEE (to be filled out by the City)

	<u>PUBLIC</u>	<u>PRIVATE</u>	<u>TOTAL</u>
A: 2.0% of totals:	\$ 118.50	\$ 1,324.10	\$ 1,442.60
or			
B: Alternative Assessment:	_____	_____	_____
Assessed by:	J.R.	J.R.	J.R.
(name)	(name)	(name)	

CITY OF PORTLAND, MAINE

PLANNING BOARD

Jaimey Caron, Chair
Deborah Krichels, Vice Chair
Mark Malone
Orlando E. Delogu
Sarah Luck
Kevin Beal
Lee Lowry III

December 2, 2002

Ms. Linda Hogan
Irish Heritage Center
P.O.B 7588
Portland, ME 04112

and

Larry Davis
Portland West
181 Brackett Street
Portland, ME 04102

Re: St. Dominic's Irish Heritage Center and Family Housing Project
(Applications #2002-0114 and #2002-0115, CBL 44-H-4001)

Dear Ms. Hogan and Mr. Cain:

At a public hearing held on October 8, 2002 the Planning Board voted 4-0, (Delogu, Caron absent, Lowry recused) on the following motions:

Unit 1- St. Dominic's Family Housing

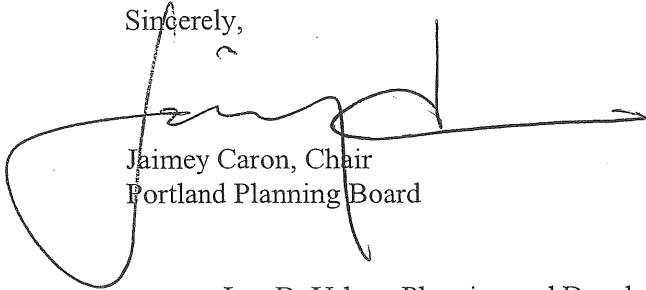
- i. That the proposed development is in conformance with the Subdivision Ordinance of the Land Use Code with the following condition:
 1. -that the subdivision plat be amended to include the book and page numbers of referenced deeded easements.
- ii. That the proposed development is in conformance with the Site Plan Ordinance of the Land Use Code with the following conditions:
 1. *-that a copy of an executed license agreement be reviewed and approved by Corporation Counsel.*
 2. *-that the condominium documents will be reviewed and approved by Corporation Counsel.*
 3. *-that a detail for the wooden guardrail to be installed between the applicant and Mr. Costin's property be provided to staff for review and approval.*
 4. *-that the property line between the applicant and the Gray Street abutter be field located.*

approval.

2. The site plan approval will be deemed to have expired unless work in the development has commenced within one (1) year of the approval or within a time period agreed upon in writing by the City and the applicant. Requests to extend approvals must be received before the expiration date.
3. A defect guarantee, consisting of 10% of the performance guarantee, must be posted before the performance guarantee will be released.
4. Prior to construction, a preconstruction meeting shall be held at the project site with the contractor, development review coordinator, Public Work's representative and owner to review the construction schedule and critical aspects of the site work. At that time, 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 preconstruction meeting.
5. 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. The Development Review Coordinator (874-8300 ext. 8722) must be notified five (5) working days prior to date required for final site inspection. Please make allowances for completion of site plan requirements determined to be incomplete or defective during the inspection. This is essential as 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.

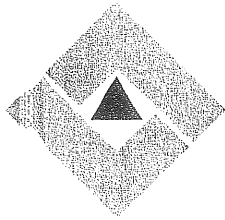
The approval is based on the submitted application, site plan, and stated conditions. If there are any questions, please contact the planning staff.

Sincerely,



Jaimey Caron, Chair
Portland Planning Board

cc: Lee D. Urban, Planning and Development Department Director
Alexander Jaegerman, Planning Division Director
Sarah Hopkins, Development Review Program Manager
✓ Jonathan Spence, Planner
Jay Reynolds, Development Review Coordinator
Marge Schmuckal, Zoning Administrator
Jodine Adams, Inspections
William Bray, Director of Public Works
Larry Ash, Traffic Engineer
Tony Lombardo, Project Engineer



**ARCHITECTURAL
LANDSCAPE
LIGHTING**

2930 South Fairview Street
Santa Ana, CA 92704
Phone: 714 668 3660
Fax: 714 668 1107

SP-03

Step Light

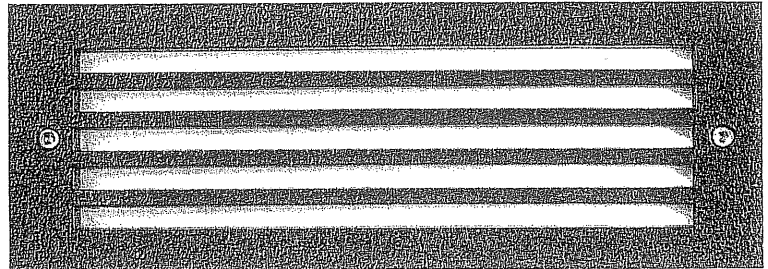


Corridor

Walkways

Accent and

General Lighting



Specifications

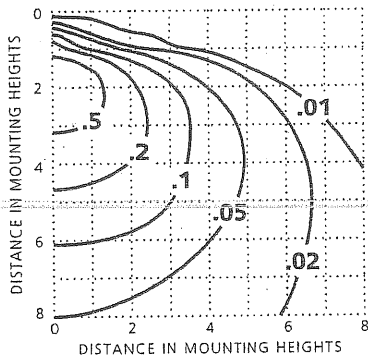
- Lamp/Ballast Housing** Die-cast aluminum with two conduit entrances for through-wiring capability. Designed for concrete pour or wall stud mount.
- Lens Frame** Die-cast aluminum, with five horizontal louvers (grill), fastened to lamp/ballast housing with two stainless steel tamper resistant screws.
- Lens** Opal polycarbonate U.V. stabilized, sealed to lamp/ballast housing with extruded closed cell EDPM cord gasket.
- Ballast** Normal power factor only.
- Finish** Black baked enamel standard, other colors available.

SP-03

Product Order Guide

Series	Lamp Watts	Lamp Type	Voltage	Lamp	Finish
SP-03	40	INC	120	T10	BK Black CC Custom Color
	→ 9	PL	120 277	PL	
	13	PLC	120 277	PLC	

Example: SP-03-40INC-120-T10-BK

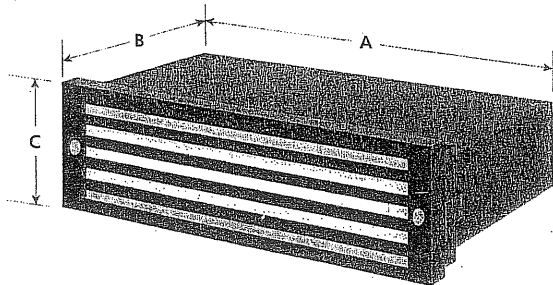


SP-03-9PL
16" Mounting Height
ISOLUX Curve—value in
initial footcandles

Photometric Data

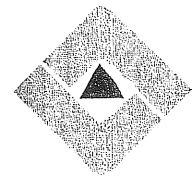
Conversion Factor

Mounting Height	4"	8"	16"	24"
Footcandles Multiplier	16	4	1	0.4



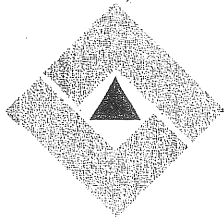
Luminaire Dimensions

Luminaire	A	B	C
SP-02	9.4"	4.3"	3.3"



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Phone: 714 668 3660
Fax: 714 668 1107



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LIGHTING**

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Phone: 714 668 3660
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AL-01

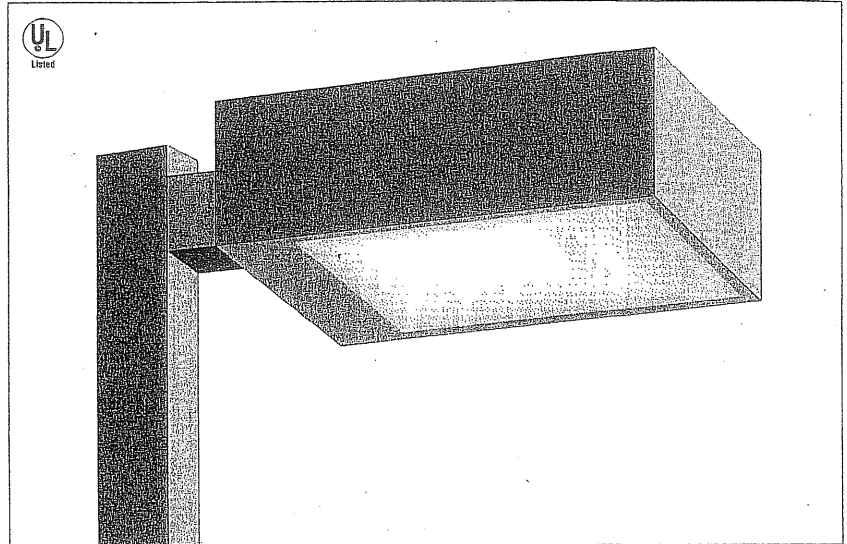
Parking Areas

Roadway

Pedestrian Walkways

Tennis Courts

Large Areas



Specifications

Light Distribution The AL-01 shall meet the specified light distribution and footcandle levels with an internal optical system and horizontal lamping.

Assembly The fixture shall be factory pre-wired, completely assembled and tested prior to shipment. Field installation to bracket or pole shall be accomplished without having to remove or disassemble any fixture components. Fixture shall be UL listed "suitable for wet location."

Housing The fixture housing shall be constructed from heavy gauge aluminum sheet, internally welded and silicone sealed.

Door Frame Assembly Extruded clear anodized aluminum door frame shall be furnished with fully tempered clear glass lens, thermal and shock resistant. White dacron open cell gasket prevents entry of moisture, dust and insects. All external hardware to be stainless steel.

Ballast Ballast shall be readily accessible, removable and insulated. The fixture is to be factory pre-wired and electronically tested before shipment. Quick disconnects are standard.

Optical Assembly The optical assembly shall be of all non-ferrous components with a multi faceted specular finished reflector, rotatable 90°.

Finish Baked enamel finishes shall be applied over aluminum surfaces. Duranodic® anodized finishes shall be applied over brushed aluminum surfaces of a uniform fine grain. (Specify baked enamel or anodized finish color).

Mounting Details AL-01-B Bracket externally slipfits 2 3/8" O.D. tenons, and the AL-01-R Bracket externally slipfits 2 3/8" to 4" diameter tenons if required. Specify exact tenon dimension, and dimensions of top of round or square poles to ensure compatibility. AL-01-BC denotes aluminum arm furnished with hardware for direct mounting to side of pole. Luminaire shall be pre-wired with high temperature wire, making disassembly for installation unnecessary.

AL-01

Product Order Guide

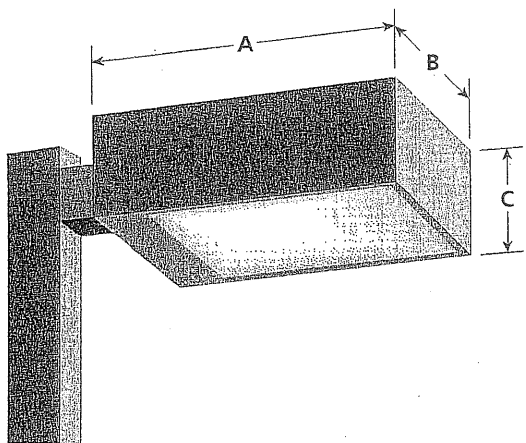
Series	Mounting Type	Number of Fixtures	Lamp Watts	Lamp Ballast	Primary Voltage	Reflector Type	Finish	Options
AL-01	BC/	1	100	MH	120	A	BZ Bronze	F Fusing
	B/	2	175	MH	208	SXII	BK Black	FF Double Fusing
	R/	2L	250	MH	240	SXIII	GR Green	PCC Photo Control W/Receptacle
	S/	3T	400	MH	277	SQ	WH White	PL Polycarbonate Lens Shield
	K/	3Y	1000	MH	480	TC	CC Custom Color	HSS House Side Shield
	WB/	4				TCP	BAA Clear Anodize	QS Quartz Standby
	FWB/		100	HPS			BZA Bronze Anodize	
	CWB/		150	HPS			BKA Black Anodize	
			250	HPS				
			400	HPS				
			1000	HPS				

Example: AL-01-R/3T-1000MH-120-TCP-GR-PCC

Mounting Type

- BC/ Concealed Hardware Mounting Arm
- B/ Square Hub Mounting for 2-3/8 Tenon
- R/ Round Hub Mounting for 2-3/8 - 4" Tenon
- S/ Sweep Arm to Slip 3-1/2 IPS (400W Min)
- K/ Adjustable Knuckle for 2-3/8 Tenon
- VB/ Wall Bracket
- FWB/ Flush Wall Mount
- CWB/ Cast Wall Bracket

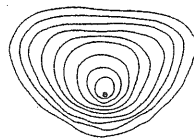
For other mounting types see bracket section



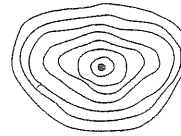
Luminaire Dimension

Luminaire	A	B	C	Weight	EPA
AL-01-100W-250W	20"	15"	6-1/2"	26#	1.26
AL-01-400W	24"	19"	8"	48#	1.82
AL-01-1000W	29"	23"	10"	76#	2.69

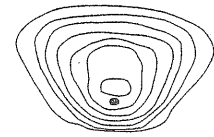
Reflector Type



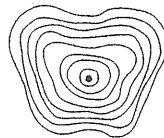
Type A
Asymmetric Forward Throw



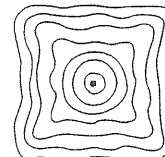
Type SXII
Roadway Type 2 Distribution



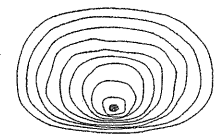
Type TC
Tennis Court Forward Throw



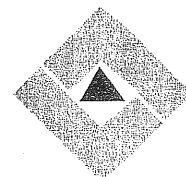
Type SXIII
Roadway Type 3 Distribution



Type SQ
Type 5 Square Distribution



Type TCP
Tennis Court Perimeter cut off



ARCHITECTURAL LANDSCAPE LIGHTING

2930 South Fairview St.
Santa Ana, CA 92704
Phone: (714) 668-3660
Fax: (714) 668-1107

Floodlights for 150W PAR-38 lamps

General purpose compact floodlights for PAR-38 lamps which are available in spot and flood beam patterns. Single, twin and triple mounting configurations.

Housing: One piece die cast aluminum with integral cooling vents.

Mounting: 7423: two piece die cast aluminum canopy supplied with universal mounting bracket for direct attachment to 3½" or 4" octagonal wiring box. Die cast aluminum swivel with positive stainless steel lock-up can be locked in a fixed position and allows for horizontal and vertical adjustment. 9475: provided with a stainless steel nipple threaded ½" I.P.S. for direct attachment to cast boxes or a selection of mounting accessories.

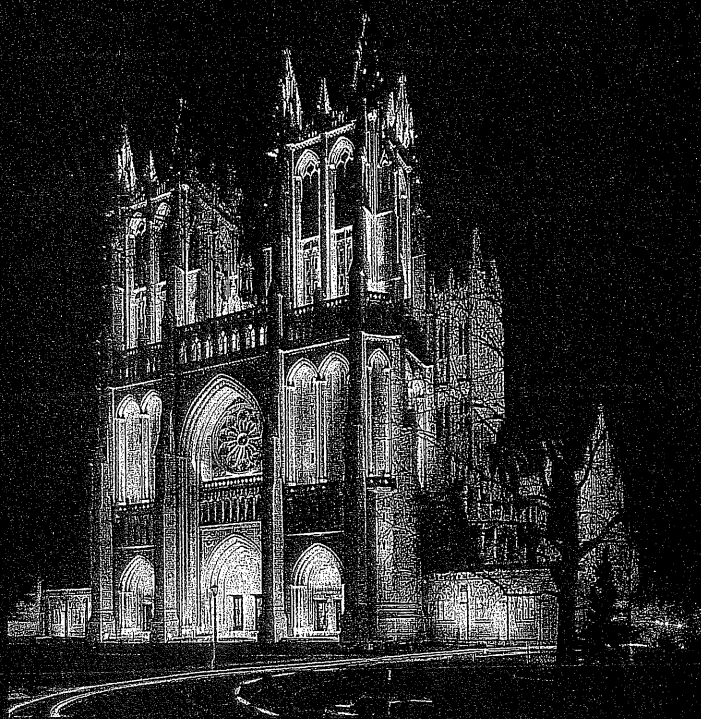
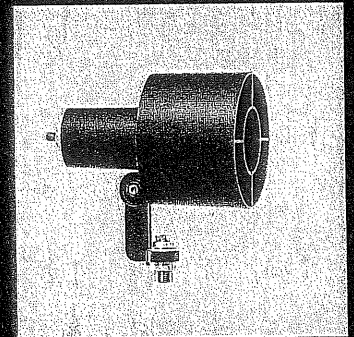
Louver: Supplied with removable, die cast aluminum, "concentric ring" louver for shielding and lamp protection.

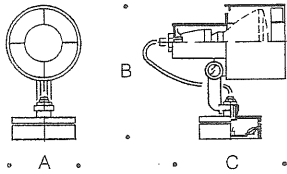
Electrical: Lampholder is porcelain medium base with nickel plated copper screw shell supplied with 200°C high temperature leads, rated 600V. Molded, one piece high temperature silicone rubber "boot" seals lamp base to housing.

Finish: Standard finish is an eight step process consisting of two coats of black or white high solids, UV stabilized polyurethane, one with light texture over a phosphate base.

Custom colors supplied on special order.

U.L. listed, suitable for wet locations and any mounting orientation.

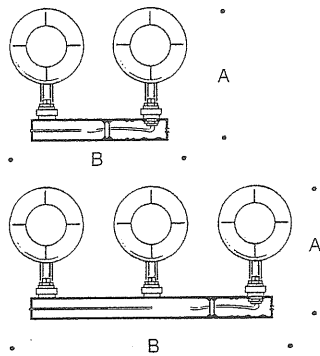




Die cast aluminum floodlight with stainless steel hardware. Fully adjustable 90° from vertical, 360° horizontal rotation. Removable die cast aluminum concentric ring louver provided. Color: Black.

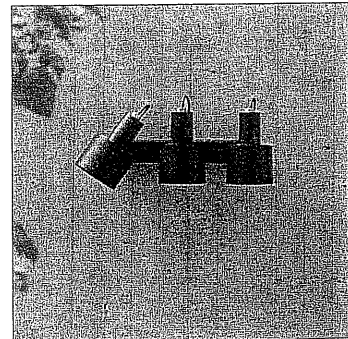


	Lamp	A	B	C
7423 $\frac{1}{2}$ " Mtg. Plate	1 150W PAR-38	5 $\frac{1}{8}$ "	9 $\frac{1}{16}$ "	8 $\frac{7}{8}$ "
9475 $\frac{1}{2}$ " I.P.S.	1 150W PAR-38	5 $\frac{1}{8}$ "	7 $\frac{5}{8}$ "	8 $\frac{7}{8}$ "

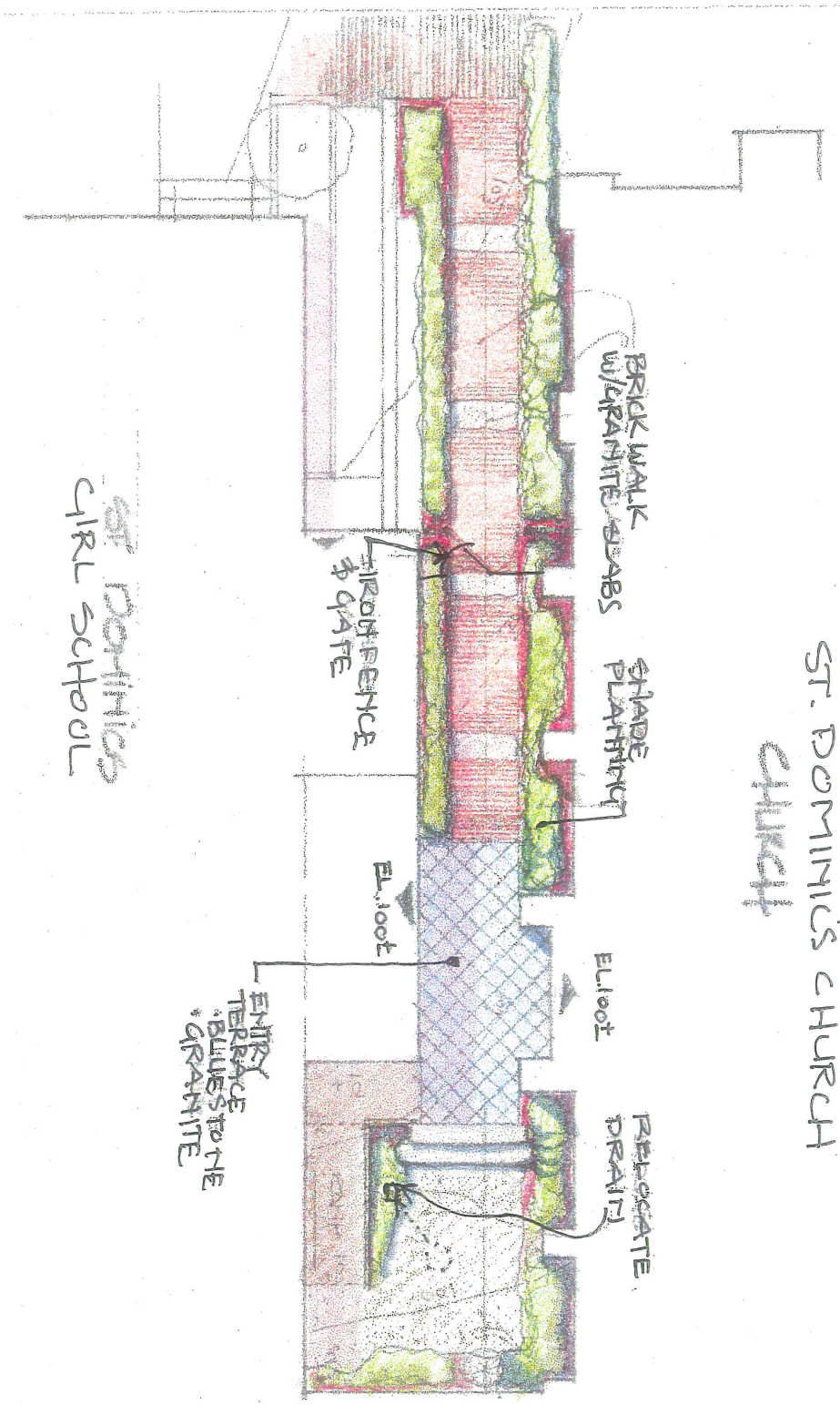


Twin or triple floodlights mounted on a cross beam. Die cast aluminum with stainless steel hardware. Fully adjustable 90° from vertical, 360° horizontal rotation. Removable die cast aluminum concentric ring louvers provided. Color: Black.

	Lamp	A	B
9525 Twin	2 150W PAR-38	9 $\frac{1}{2}$ "	12 $\frac{9}{16}$ "
9425 Triple	3 150W PAR-38	9 $\frac{1}{2}$ "	20 $\frac{1}{4}$ "



IRISH HERITAGE CENTER
 ST. DOMINIC'S CHURCH
 Church



ST. DOMINIC'S
 GIRL SCHOOL

1 LANDSCAPE PLAN
 N.T.S.

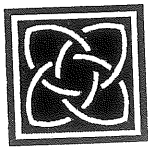


TFI ARCHITECTS
 1000 KENNEDY BLVD
 SUITE 1000
 TEL: 773 444 1111
 ARCHITECTURE PLANNING

Saint Dominic's Irish Heritage Center

May 14, 2002

Irish Heritage Center
P O Box 7588
Portland, ME 04112-7588
207-780-0118

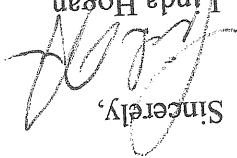


May 31, 2002

Mr. Jonathan Spence
City of Portland Planning Department
City Hall
389 Congress Street
Portland, ME 04101

Dear Jonathan,
Attached are the addendum materials required for our scheduled review by the City Planning Board on June 11, 2002. As per the instructions from the Planning Board at our informal meeting of last month, additional information has been collected to meet the terms of conditional use for the Irish Heritage Center at 34 Gray Street.
I would like to point out that the attached Pro Forma financial statements are in the process of being reworked and construction costs will be decreased. The financials presented reflect highest costs possible and do not reflect the fundraising plan for the project.

Thank you for all your help with our application. We are very excited about returning this property, which is listed on the Historic Registry, to our shared community.

Sincerely,

Linda Hogan
Project Director

WHITNEY ENGINEERING, P.A.

10 Danforth Street

Portland, ME 04101

phone: (207) 874-7449

fax: (207) 874-7849

e-mail: whiteng@maine.rr.com

Estimated Sewage Flow

Date: April 24, 2002

To: Chris Briley, AIA TFH Architects

Project: St. Dominic's Family Housing, Portland, Maine

Re: Estimated Sewage Flow

Estimated sewage flow is 2,580 gallons per day for proposed St. Dominic's family housing based on 43 people maximum and 60 gallons per day sewage flow from Figure 2-143, "Quantities of sewage flow" in "Plumber's and Pipefitter's Calculations Manual" by R. Dodge Woodson, McGraw-Hill, 1999.

I know of no reference source available that would estimate the amount of "solids" in this estimate of sewage flow.

Whitney Engineering, P.A.

DICK WHITNEY

Richard P. Whitney, P.E.

File:SewageFlow May 22, 2002

Surface mounted high performance floodlight luminaires utilizing Ceramic Metal Halide lamps

High output wall mounted luminaires for indirect or direct flood lighting effects for indoor or outdoor applications. Also may be used as an effective wall washer luminaire when mounted in a vertical position. Asymmetrical forward throw distribution.

Housing: One piece die cast aluminum with swivel arm and canopy supplied with universal mounting bracket for direct attachment to 3½" or 4" octagonal wiring box. A round "rotation" plate allows the housing to be precisely leveled (or rotated) after installation. The swivel arm allows for 30° downward through 100° upward adjustment.

Enclosure: Tempered clear glass, ¾" thick, retained by one piece die cast aluminum frame, secured by four (4) captive socket head stainless steel screws threaded into stainless steel inserts. Internal full semi-specular optical system. Fully gasketed for weather tight operation in any mounting orientation using a molded silicone rubber O-ring.

Electrical: Lampholders: Single ended porcelain G12, bi-pin with stainless steel contacts supplied with 250°C high temperature leads, rated 600V. Ballasts: are magnetic, HPF, available in 120V or 277V - specify.

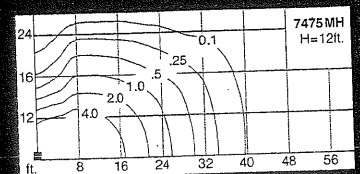
Finish: Standard finish is an eight step process consisting of two coats of black or white high solids, UV stabilized polyurethane, one with light texture over a phosphate base.

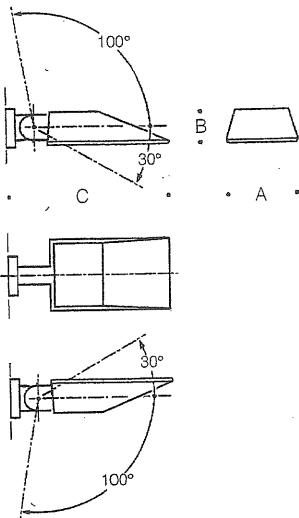
Custom colors supplied on special order.

U.L. listed, suitable for wet locations.

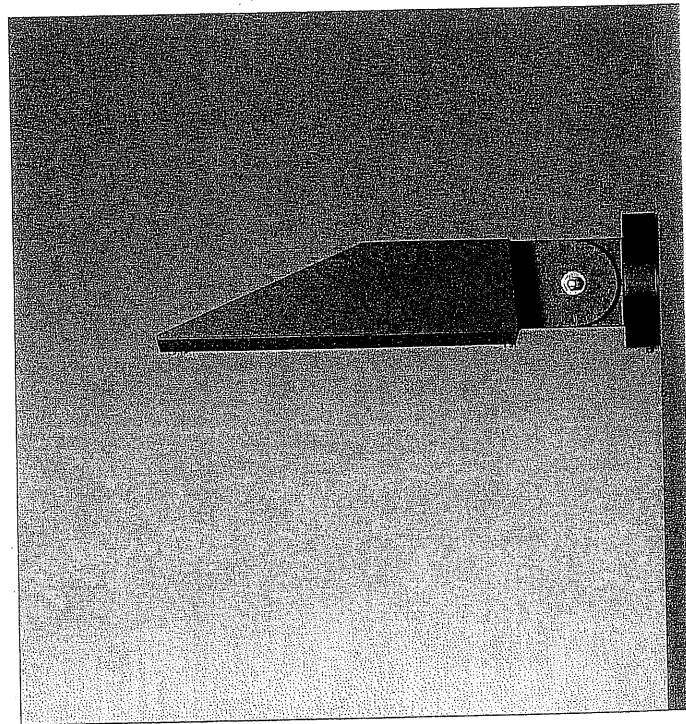


Matching pole mounted luminaires are shown on pages 236 and 237.





Surface mounted luminaires with forward throw floodlighting distribution.
 Any orientation mounting.
 Finish: Black or white.



	Lamp	Lumen	A	B	C
7475MH	Surface washer	1 70W G12T6 MH	6600	8 ³ / ₈	4 ³ / ₈ 18 ¹ / ₁₆

AH9

PROJECT SUMMARY SHEET

Project Name **St. Dom's Family Housing**
 Project Address **34 Gray Street**
 Project Community **Portland**
 Developer **PROP/Portland West**

Number of Units **12**

Unit Mix	50% and Below	51%-60% AMI
1 Bedroom	1	
2 Bedroom	3	2
3 Bedroom	2	2
4 Bedroom	2	
Total	8	4

Eligible Basis	\$ 2,106,274
-----------------------	---------------------

	Credit	Price	Equity
Federal Historic Credit	421,255	0.95	\$ 400,192
State Historic Credit	421,255	0.30	\$ 110,000
Federal LIHTC Credit	179,000	0.78	\$ 1,396,200
TOTAL EQUITY			\$ 1,906,392

Sources		Uses	
First Mortgage	\$ -	Development Costs	
MSHA Subsidy	\$ 240,000	Acquisition	\$ 200,000
City of Portland	\$ 90,000	Construction	\$ 1,583,430
City of Portland CDBG Funds	\$ 130,000	Professional Services	\$ 198,677
City of Portland HOME Funds	\$ 130,000	Interim Costs	\$ 68,178
General Partner-Deferred Fee	\$ 7,037	Financing Costs	\$ 1,000
Federal Historic Equity	\$ 400,192	Other Soft Costs	\$ 43,150
State Historic Equity	\$ 110,000	Developer Fees	\$ 317,839
Federal LIHTC Equity	\$ 1,396,200	Reserves	\$ 91,155
		TOTAL DEVELOPMENT COSTS	\$ 2,503,429
Construction Loan	\$ 1,620,167		
TOTAL SOURCES	\$ 2,503,429	TOTAL USES	\$ 2,503,429

First Year Income/Expense

Income	88141
Operating Expense	70908
NOI	<u>17233</u>
Debt Service Payment	0
Cash Flow	17233

Debt Coverage Ratio	#DIV/0!
Operating Expenses/Unit	\$ 5.909
Operating Expenses/psf	\$ 3.98

May 28 02 06:54a
Feb 28 02 12:52p
SENT BY:KeyBank

Tom MacDonald
Tom MacDonald
: 2-28- 2 : 12:07 :

443-3600
443-3600
SOCIETY BANK-

p.3
p.2
443 3600:R 1 / 2



THE TERMS SET FORTH BELOW ARE INTENDED FOR THE PURPOSE OF OUTLINING THOSE TERMS PURSUANT TO WHICH A DEFINITIVE AGREEMENT MAY BE ENTERED AND DO NOT AT THIS POINT IN TIME CONSTITUTE A BINDING CONTRACT. AN INVESTMENT BY KEY COMMUNITY DEVELOPMENT CORPORATION IS CONTINGENT UPON, AMONG OTHER THINGS, COMPLETION OF DUE DILIGENCE, THE NEGOTIATION AND EXECUTION OF DEFINITIVE AGREEMENTS AND APPROVAL OF ITS INVESTMENT COMMITTEE.

Key Community Development
Corporation
Mall, Suite 021-01-27-11701
127 1/2 Bl. Supreme
Cleveland, OH 44114-1306

February 28, 2002

People's Regional Opportunity Program
St. Dom's Development, LLC
510 Cumberland Avenue
Portland, ME 04101

TEL: 216 649-3871
FAX: 216 649-3865

Re: St. Dom's Housing Associates, LP
12 Unit Low-Income Tax Credit Project in Portland, ME

Dear People's Regional Opportunity Program/ St. Dom's Housing Associates:

Key Community Development Corporation ("Key CDC") has recently reviewed your plans to rehabilitate 12 units of family affordable housing in the Portland neighborhood of Cumberland County in Maine ("the Project"). The total cost of the Project will be about \$2,513,428 inclusive of Key CDC fees. The purpose of this letter is to express an interest in providing equity financing based upon the purchase of Low Income Housing Tax Credits ("LIHTC") and the Federal and State Historic Tax Credits.

The General Partner hereby grants Key CDC the exclusive right to acquire the interest in the Partnership commencing on the date of the initial execution of this contract and terminating 120 days hereof. Key CDC and the General Partner agree to use their best efforts to achieve Key CDC's admission to the Partnership.

Based upon review of the preliminary information provided by MacDonald Associates, Key CDC shall consider investing in the Project subject to, but not limited to, the following terms:

- Key CDC is willing to acquire a 99.9% Limited Partner interest in the Project at a purchase price of \$1,396,200 or \$0.78 per low-income tax credit dollar received by Key CDC. Key CDC is willing to purchase price the federal historic tax credits at a price of \$400,192 or \$0.95 per low-income tax credit dollar received by Key CDC. Key CDC is willing to purchase price the state historic tax credits at a price to be determined per low-income tax credit dollar received by Key CDC.
- The Project is expected to generate LIHTC of \$179,000 annually, federal historic tax credits of \$421,255, and state historic tax credits of \$110,000. Appropriate credit shall be required if projected tax credits are not achieved
- Key CDC shall be allocated 99.9% of the annual profits, losses, and tax credits.
- Annual cash flow sharing shall be distributed 99.9% to Key CDC and 0.1% to the General Partner.
- Key CDC may consider an Incentive Management Fee of 5% to the General Partner, payable after appropriate priorities.

May 28 02 06:54a
Feb 28 02 12:52p
SENT BY:KeyBank

Tom MacDonald
Tom MacDonald
: 2-28- 2 : 12:07 :

443-3600
443-3600
SOCIETY BANK-

p. 4
p. 3
443 0600;# 2/ 2

St. Dom's Housing Associates, LP 2

02/28/2002

- Key CDC shall require that any operating deficits be covered by appropriate guarantees by the General Partner and Developer to fund such deficits and said guarantees shall be reflected as such in all applicable documents
- Key CDC shall require that appropriate Lease Up, Replacement, and Operating Reserves be established.
- Construction financing in the aggregate amount of \$1,520,167, permanent financing in the amount of \$240,000, subordinate financing in the amount of \$350,000 shall be arranged by the General Partner under terms and conditions satisfactory to Key CDC.
- The Developer shall earn a Development Fee projected to be approximately \$317,839 plus unidentified project cost savings, if any. It is anticipated that the \$210,561 shall be paid from proceeds of the first installment, and \$90,241 from the proceeds of second and third installments. It is estimated that approximately \$17,037 of the total amount due on the Development Fee shall be in the form of a Deferred Development Note which will be paid out of available cash flow
- Upon sale or refinancing, after required priority distributions, proceeds shall be distributed 25% to Key CDC and 75% to the General Partner. At the conclusion of the Compliance Period, St. Dom's Development or another qualified nonprofit organization shall have the right to purchase the Project for a price equal to all outstanding debt plus any tax liability of the Key CDC resulting from the sale.

This letter is neither a contract nor a firm commitment, and neither party intends for the preliminary understandings contained herein to represent an agreement as to this transaction. The purpose of this letter is to outline the basic terms under which Key CDC is willing to consider investing equity financing. Further review of this proposal is subject to, but not limited to, receipt of the market study, environmental study, property appraisal, finalized plans and specifications, zoning and other municipal approvals, operating pro formas, a detailed source and use of funds, and approval by Key CDC's Investment Committee. The terms as outlined herein are subject to change upon further due diligence review.

Thank you for submitting your equity proposal to Key CDC and good luck in securing a tax credit allocation in the upcoming round. Please contact me at 216.809.5143 with any questions or concerns regarding this letter.

Please acknowledge your acceptance of this letter within 14 days hereof or this letter becomes null and void.

Sincerely,



Miesha L. Wilson
Assistant Vice President
Key Community Development Corporation

Acknowledged this _____ day of _____, 2002:

_____ General Partner

By: _____

Title: _____

Order 278-01/02
Tab 4a 5-20-02

Aff. 10a

KAREN A. GERAGHTY (MAYOR) (2)
PETER E. O'DONNELL (1)
NATHAN H. SMITH (3)
CHERYL A. LEEMAN (4)
JAY M. HIBBARD (5)

CITY OF PORTLAND
IN THE CITY COUNCIL

JAMES F. CLOUTIER (A/L)
PHILIP J. DAWSON (A/L)
JILL C. DUSON (A/L)
NICHOLAS M. MAVODONES (A/L)

**ORDER AUTHORIZING SALE OF ST. DOMINIC'S CHURCH
TO IRISH HERITAGE CENTER**

ORDERED, that the City Manager is hereby authorized to executed a purchase and sale agreement in substantial form as that attached hereto and any other documents required for the sale of St. Dominic's Church to the Irish Heritage Center; and

BE IT FURTHER ORDERED, that the Director of Finance is authorized to execute a deed conveying said property to the Irish Heritage Center.

Postponed on 5/20/02
Passed 6/3/02 8-0 (Hibbard out)

Order 279-01/02
Tab 43 5-20-02

Att. 106

KAREN A. GERAGHTY (MAYOR) (2)
PETER E. O'DONNELL (1)
NATHAN H. SMITH (3)
CHERYL A. LEE MAN (4)
JAY M. HIBBARD (5)

CITY OF PORTLAND
IN THE CITY COUNCIL

JAMES F. CLOUTIER (A/L)
PHILIP J. DAWSON (A/L)
JILL C. DUSON (A/L)
NICHOLAS M. MAVODONES (A/L)

**ORDER AUTHORIZING SALE OF ST. DOMINIC'S GIRLS SCHOOL
TO ST. DOM'S HOUSING LIMITED PARTNERSHIP**

ORDERED, that the City Manager is hereby authorized to executed a purchase and sale agreement in substantial form as that attached hereto and any other documents required for the sale of St. Dominic's Girls School to the St. Dom's Housing Limited Partnership; and

BE IT FURTHER ORDERED, that the Director of Finance is authorized to execute a deed conveying said property to St. Dom's Housing Limited Partnership.

Postponed on 5/20/02
Passed 6/3/02 8-0 (Hibbard out)

PURCHASE AND SALE AGREEMENT

Att. 1/a

THIS AGREEMENT for the purchase and sale of real estate made as of the 18th day of July, 2002 by and between the **CITY OF PORTLAND**, a body politic and corporate located at 389 Congress Street, Portland, Maine (hereinafter referred to as "**CITY**"), and **IRISH HERITAGE CENTER**, a Maine nonprofit corporation with a mailing address of P.O. Box 7588, Portland in Cumberland County, Maine 04112-7588 (hereinafter referred to as "**BUYER**").

WITNESSETH:

WHEREAS, **CITY** is the owner of real estate located at 34 Gray Street, Portland, Maine, known as St. Dominic's Church; and

WHEREAS, **BUYER** desires to acquire the property for use as a cultural and community center; and

WHEREAS, **CITY** agreed by vote of the Portland City Council on June 3, 2002 to sell the Property to **BUYER**;

NOW, THEREFORE, in consideration of the foregoing and for other good and valuable consideration, the receipt of which is hereby acknowledged, **CITY** and **BUYER** agree to be legally bound as follows:

1. **SALE.**

CITY agrees to sell the Property to **BUYER**, and **BUYER** agrees to purchase the Property in accordance with the provisions hereof. **BUYER** agrees to accept the property as is, where is, with no warranties as to its condition by **CITY** whatsoever.

2. **CONSIDERATION.**

The purchase price for the Property shall be One Dollar (\$1.00).

3. **TITLE.**

Title to the Property shall be conveyed by Quitclaim Deed, without covenant, and shall be free of liens and encumbrances except to the extent there are easements and encumbrances of record in the Registry of Deeds that do not affect the use of the Property for its intended purpose.

The deed from CITY shall contain a covenant that the building must be used as a non-profit community and cultural center. Any proposed substantial changes in use of the property must be approved by CITY and shall be in compliance with zoning ordinances.

4. **POSSESSION.**

Full possession of the Property will be given at the transfer of title.

5. **RISK OF LOSS.**

The risk of loss or damage to the Property by fire or otherwise, until transfer of title hereunder, is assumed by CITY. The Property is to be delivered in substantially the same condition as of the date of this Agreement.

6. **CLOSING.**

The closing shall be held at Portland City Hall at a time mutually agreeable to the parties within thirty (30) days of the receipt of zoning and site plan approval by BUYER, but in any event no later than six (6) months from the date of this Agreement.

7. **CONDITIONS WHICH WILL SURVIVE CLOSING.**

- a. BUYER shall obtain all necessary federal, State and City approvals and permits for the renovation work on the Church structure ("building"). Upon the completion of the rehabilitation work and the issuance of a certificate of occupancy, CITY shall execute a certificate indicating this condition has been met to CITY's satisfaction.
- b. All renovations to and rehabilitation of the building must be in accordance with historic preservation standards established by the U.S. Department of Interior and in substantial accordance with the plan submitted by BUYER to City Housing Committee on March 27, 2002. Upon the completion of the rehabilitation work and the issuance of a certificate of occupancy, CITY shall execute a certificate indicating this condition has been met to CITY's satisfaction.
- c. The building must be maintained in good condition.
- d. Following rehabilitation, BUYER shall convey to CITY a conservation easement on the exterior façade of the building to ensure it is maintained in compliance with standards established by the U.S. Department of Interior. Acceptance of the easement by CITY shall discharge this condition.
- e. BUYER shall execute a covenant that shall run with the land that shall allow CITY or its successors and assigns, as contract beneficiaries, to enforce the

conditions of this Purchase and Sale Agreement in the event of a breach of the conditions stated herein. This covenant shall be executed and delivered at time of closing.

- f. **BUYER** shall enter into an agreement with **CITY** providing for an annual payment to **CITY** in lieu of taxes for so long as the building and property remain exempt from property taxes. Said Agreement shall provide that **BUYER** and its successors and assigns shall pay one third (1/3) of the real estate tax assessed against the Property as if it had not been determined to be tax exempt. Payments shall begin five (5) years after **BUYER** begins to operate the premises providing that economic stability has been achieved in the operation of Property.

8. BINDING EFFECT.

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, administrators, successors and assigns.

9. ENTIRE AGREEMENT.

This Agreement represents the entire and complete Agreement and understanding between the parties and supersedes any prior Agreement or understanding, written or oral, between the parties with respect to the acquisition or exchange of the Property.

10. HEADINGS AND CAPTIONS.

The headings and captions appearing herein are for the convenience of reference only and shall not in any way affect the substantive provisions hereof.

11. GOVERNING LAW.

This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of Maine.

12. NOTICE.

Any notice required or permitted under this Agreement shall be deemed sufficient if mailed with first class postage affixed or delivered in person to:

FOR THE CITY:

City of Portland
ATTN: CITY MANAGER
389 Congress Street
Portland, ME 04101

With a copy to:

Lee Urban, Director Planning and Development
City of Portland
389 Congress Street
Portland ME 04101

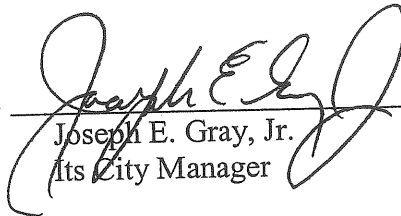
FOR THE BUYER: Irish Heritage Center
P.O. Box 7588
Portland, ME 04112

With a copy to: Michael Quinlan, Esq.
Jensen, Baird, Gardner & Henry
10 Free Street
Portland, ME 04101

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals on the day and year first above written.


CITY OF PORTLAND

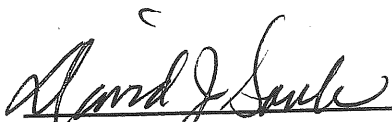

WITNESS


By: 
Joseph E. Gray, Jr.
Its City Manager

IRISH HERITAGE CENTER


WITNESS

By: 
Printed name: Maureen Coyne Norris
Its: President


WITNESS

By: 
Printed name: Michelle A. Doyle
Its: Secretary

Att. 116

PURCHASE AND SALE AGREEMENT

THIS AGREEMENT for the purchase and sale of real estate made as of the 15th day of July, 2002 by and between the **CITY OF PORTLAND**, a body politic and corporate located at 389 Congress Street, Portland, Maine (hereinafter referred to as "**CITY**"), and **ST. DOM'S HOUSING ASSOCIATES LIMITED PARTNERSHIP**, a Maine Limited Partnership with an address of 510 CUMBERLAND AVE, Portland in Cumberland County, Maine (hereinafter referred to as "**BUYER**").

WITNESSETH:

WHEREAS, **CITY** is the owner of real estate, including the land with the buildings and improvements thereon located at 34 Gray Street, known as the St. Dominic's Church School, and more particularly described on Exhibit A attached hereto and made a part hereof (the "Property"); and

WHEREAS, **BUYER** desires to acquire the Property and convert it to twelve (12) housing units; and

WHEREAS, **CITY** agreed by vote of the Portland City Council on _____, 2002 to sell the Property to **BUYER**;

NOW, THEREFORE, in consideration of the foregoing and for other good and valuable consideration, the receipt of which is hereby acknowledged, **CITY** and **BUYER** agree to be legally bound as follows:

1. **SALE.**

CITY agrees to sell the Property to **BUYER**, and **BUYER** agrees to purchase the Property in accordance with the provisions hereof.

2. **CONSIDERATION.**

The purchase price for the Property shall be Two Hundred Thousand Dollars (\$200,000.00) to be paid in full at closing.

3. **TITLE.**

Title to the Property shall be conveyed by Quitclaim Deed, without covenant, and shall be free of CITY liens and encumbrances except to the extent such encumbrances are of record in the Cumberland County Registry of Deeds and do not adversely affect the use of the Property for its intended purpose. Buyer shall have no obligation to purchase the Property unless Buyer is able to procure (at Buyer's sole cost and expense) a policy of title insurance containing no exceptions to title other than exceptions that do not adversely affect the use and enjoyment of the Property. Buyer shall notify City in writing within ninety (90) days of the date of this Agreement as to the state of title to the Property. In the event there are defects in the title to the Property, and neither Buyer nor the City is willing to cure such defects, then Buyer shall have the right to terminate this Agreement by written notice.

4. **POSSESSION.**

Full possession of the Property will be given at the transfer of title free and clear of all leases and tenancies.

5. **RISK OF LOSS.**

The risk of loss or damage to the Property by fire or otherwise, until transfer of title hereunder, is assumed by CITY. The Property is to be delivered in substantially the same condition as of the date of this Agreement.

6. **CLOSING.**

The closing shall be held at Portland City Hall or at the offices of Buyer's construction lender at a time mutually agreeable to the parties upon completion of all conditions to closing described in paragraph 7 of this Agreement, but in any event no later than January 1, 2003. In the event such conditions are not met within such time period, this Agreement may be terminated at the option of CITY.

7. **CONDITIONS TO CLOSING.**

The obligation of Buyer to close hereunder is subject to the satisfaction of all of the following conditions before the closing:

- a. BUYER shall obtain all necessary federal, State and City approvals and permits for the construction of twelve (12) housing units on Property.
- b. BUYER shall be responsible for the costs and obtaining of a survey and party wall agreement separating the school from St. Dominic's Church, to be conveyed to the Irish Heritage Center.
- c. BUYER shall obtain all necessary financing to complete the project as planned.

- d. **BUYER** shall have conducted such surveys, inspections and environmental assessments as Buyer in its discretion requires, and the results of all such inspections shall be satisfactory to Buyer in its sole discretion. Buyer shall return the Property as nearly as possible to its original condition following all such inspections.

In the event any of the foregoing conditions is not satisfied before the closing, Buyer shall have the right to terminate this Agreement by written notice.

8. **CONDITIONS WHICH SURVIVE THE CLOSING.**

The following are conditions subsequent, which shall survive the closing and be memorialized in written instruments executed and delivered at closing:

- a. **BUYER** shall execute a Covenant for the benefit of **CITY**, which shall run with the land, requiring that the Property remain as affordable housing for a period of ninety (90) years.
- b. The Deed from **CITY** to **BUYER** shall contain a condition that **BUYER**, its successors and assigns, shall pay full real estate taxes on the Property and if at any time the Property becomes tax exempt, the then Owner shall be required to make a payment in lieu of taxes equal to the real estate taxes that would be assessed on the Property were it not exempt.

9. **BINDING EFFECT.**

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, administrators, successors and assigns.

10. **ENTIRE AGREEMENT.**

This Agreement represents the entire and complete Agreement and understanding between the parties and supersedes any prior Agreement or understanding, written or oral, between the parties with respect to the acquisition or exchange of the Property.

11. **HEADINGS AND CAPTIONS.**

The headings and captions appearing herein are for the convenience of reference only and shall not in any way affect the substantive provisions hereof.

12. **GOVERNING LAW.**

This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of Maine.

13. **NOTICE.**

Any notice required or permitted under this Agreement shall be deemed sufficient if mailed with first class postage affixed or delivered in person to:

FOR THE CITY: City of Portland
ATTN: CITY MANAGER
389 Congress Street
Portland, ME 04101

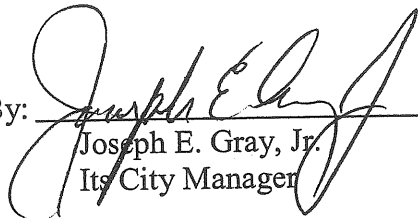
With a copy to: Lee Urban, Director of Planning
and Urban Development
City of Portland
389 Congress Street
Portland ME 04101

FOR THE BUYER: St. Dom's Housing Limited Partnership

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals on the day and year first above written.


CITY OF PORTLAND


WITNESS

By: 
Joseph E. Gray, Jr.
Its City Manager

**ST. DOM'S HOUSING ASSOCIATES
LIMITED PARTNERSHIP**

BY: St. Dom's Family Housing, Inc., its
General Partner


WITNESS

By: 

Printed name: Ethan Strimling

Its: Executive Director

**IRISH HERITAGE CENTER
NEIGHBORHOOD MEETING
MINUTES**

Date Held: Tuesday, May 28, 2002
Location: 100 State Street
Invitation List: Provided by Portland City Hall
Attendees: List attached
Time: 6:35 p.m. to 7:49 p.m.

Opening remarks by Maureen Coyne Norris, IHC Board President. Board members Jim Walsh, David Soule & Bob Kearney introduced; Chris Cavendish of TFH Architects, David Garrity of Board Advisory Committee.

1. Linda Hogan. Overview of project. History of St. Dominic's as more than a church; a community center. Planned use for Sanctuary and Lower Levels described.
Sanctuary: concerts, theater, weddings, funerals, film festivals, public forums, festival masses.

Lower Level: Bingo, dinners, receptions, Irish American Club meetings, community programs, non-profit meeting space, offices. The IHC is returning St. Dominic's to the community. (Applause.)

2. TFH: Walked through designs for the renovation, emphasizing community spaces. Started with Lower Level and updated changes from last public meeting, i.e. no wall in Lower Level, added Meditation Garden, new bathrooms, LULA. Upstairs pews on castors will provide for the use of different functions. Upstairs is larger for other uses such as theater, open for dances (Ceili, contra). Option could be Theater In The Round, moveable stage and individual sections.

Question: Funerals? Assured by Jim Walsh that funerals can occur there even though it's no longer a Catholic Church. Ministers and priests can hold funerals anywhere now.

Question: Parking: Will there be problems in receiving money (grants) for religious "stuff"? Answer Linda Hogan: The IHC is not a church and won't seek grant money for religious purposes.

3. Parking Plan: Linda reviewed the parking space plan.

- a. 6 spaces IHC
- b. 29 spaces Catholic Charities Maine
- c. 23 Reiche School (can be more when available)
- d. 8 spaces at 268 Spring Street (Betty Pomeroy)
- e. Total: 66 spaces; only 26 required. Only 2 needed for staff and 2 for guests.
- f. Shuttle options: Cheverus High School; 70 spaces; Bubba's Lounge, 60 spaces; Knights of Columbus in South Portland, 25 spaces; Portland Fish Pier; 150 spaces; Portland International Ferry Terminal 50-250 (November -May)

Cheverus will provide a bus or van; Portland West has offered a van for shuttles.

Assured everyone that the IHC is still looking for options closer to St. Dominic's and is very concerned about parking for the IHC and the neighborhood.

4. Financial Plan: Linda Hogan reviewed fundraising to date.

- a. Pro Bono or reduced fees provided by TFH Architects and Jensen-Baird Law Firm. Volunteers already contributed \$10,000 in paint, painting and supplies for the Lower Level. More volunteers have pledged to do the bathrooms. Potential \$100,000 in-kind already.
- b. Irish American Club has contributed \$50,000 in a no-interest loan.
- c. PROP-Portland West will contribute \$50,000, through the City, when they purchase the school.
- d. IHC is eligible to apply for City HCD funding for \$100,000 this fall (spring award.)
- e. Historic Preservation Grants, state and federal, have been identified and will be supported by the Maine Historic Preservation Commission and Greater Portland Landmarks..
- f. Economic Development Initiative funds (federal) have been identified. (2003)
- g. 30 local and state foundations, have been identified. Working with Maine Community Foundation and The Maine Grantsmanship Center. Friends helping.
- h. In-kind. Strong support through the Irish American Club and the Foundation for the Preservation of St. Dominic's. The IHC has a large base with multiple themes for funding (community center, historic preservation, museum, arts center, Irish)
- i. Banks have interest. Sale of Historic Tax Credits could be \$350,000-\$600,000.
- j. The IHC will be open to all. Plans are fluid and will respond to community.

Question: Handicap accessibility? Yes. We will comply with ADA, have a LULA for the Lower Level and Sanctuary.

Question: Fire escape staying on school side? Yes. Not for the IHC property.

Question: What's the next step? City Council full vote on June 3rd; Historic Preservation on June 5th; Planning Board on June 11th.

Question: How will the IHC be heated? Oil, with remaining tanks. School will have gas.

Comments: David Garrity: Greater Portland Landmarks has offered its mailing list of 2000 members, for fundraising. Wanted to remind everyone that many events will be small in size, for neighbors who can walk (such as Bingo) with 25 people, not the maximum of 300. Linda gave examples of walking craft fairs, meetings, etc. Spoke of working with Victoria Mansion to combine walking tours during holiday seasons.

Question: How will the shuttle system work? IHC will work with wedding parties to determine size of guest list and offer options. People don't have to use shuttle; can't control everybody. IHC is making good effort.

Question: Bar? No bar, but per diem licenses for functions is standard; maybe BYOB for some events.

Comment: Dan Murphy suggested pursuing St. Elizabeth's Child Care Center for 13 parking spaces nights and weekends there. Linda will follow up.

Question: Everett asked about helping the seniors at 100 State Street with shuttle buses for their events. Discussion about RTP, Metro. Linda will follow up with Everett.

Question: Nancy Mellow. What is a Festival Mass? Explained she's not Catholic. Jim Walsh described as an occasional, holiday mass such as St. Patrick's Day. Can be special event, fundraiser, many reasons.

Comment: Will the IHC still be a church. Linda: NO! Not a church!

Question: Will there be a janitor? Yes!

Comment: Dan Murphy spoke of growing up on Brackett Street and walking to St. Dom's for neighborhood events. Happy the church is being restored; excited about the prospect of returning it to the community. (Applause from audience.)

Question: When will the IHC be open? Begin renovations this summer, doing fundraising, work in stages. Hope to have functions in the next year.

Comment: Nancy Merrow: What is the board composition? How many Catholics on board? Linda explained the board has 9 seats; 6 from the Irish American Club and 3 from St. Dom's. Nancy commented that she never saw people use the church when it was open, poor attendance. Jim Walsh said 4,000 in heyday; 300 when it closed. Jim explained the Diocese's decision to close the church was controversial with parishioners.

Question: Will there be lots of community dinners? YES! (Applause)

Question: How does Bingo work? Linda read part of a report by Susan Flaherty that described power ball, card pricing and pay outs.

End of questions and comments. Meeting adjourned at 7:49 p.m.

NAME

ADDRESS

PHONE #

Julia Cochran	100 State St. #320	775-5122
Breeta Talapra	100 State St #218	761-0678
J. F. Hatter	777-3716	
Ed King	235 State St	828-1403
Katherine Chadbourne	100 State St.	774-3266
Margaret Donnelly	State St	775-0401
Margaret / Anna	100 State St	773-8116
Ann Coker	100 State St.	
Edward (Tobias)	174 DAMPHEAT ST 02	774-5412
Barbara Northway	163 Danforth 04102	879-8755
Bill O'Grady	100 STATE ST	774-4283
Barbara Patricia Vane	603 Belfield St	828-0570

NAME

ADDRESS

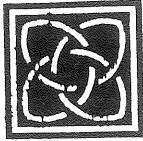
PHONE

Mary E. Redden	100 State St Apt 103	773-4515
Margaret Kesse	100 State St Apt. 132	871-5892
Margaret Coyle	96 PARK ST PORT	870-0118
Bob Kearney	11 Shaw Ave. Rd Standish 04084	892-2372
Ellen Blake	100 State St.	773-6634
Patty Blake	100 State St.	" "
Jordane Dunsmuir	100 State St	772-0568
David Garrity	174 Danforth	774-5412
Almond Smith	10 Churchill Rd	799-4575
James J. Walsh	28 Bennett St. 10 Dct	794-8364
Catherine Corland	100 State	871-1894
Margaret Campbell		
John M. Hoyn	96 Park St. Portland	799-4255

(43)

IHC
5/28/02

NAME	ADDRESS	PHONE NUMBER
Dan Murphy	25 Woodmont St	774-8474
MARY Keeney	100 State St apt 519	780-1189
Sue Chapman	100 State St apt 421	774-4393
Judy Powell	160 State St 602	273-4633
Emma M. Malone	100 STATE ST #521	774-0996
Margaret Donald	100 State St 506	
Winnie Henry	100 State	
Nancy Merritt	94 GRAY ST	871-5846
Jim Luthy	94 Gray St.	871-5846
Chris Cavatish	111 Sherman St Apt 11	828 0914
Betty Pomroy		
Mary Rebarry	100 State St	77-21816
Wend Sherwood	31 State St	761-3806
Mary E Joyce	100 State St	
Artrude H Caspary	100 State St 514	774 1071
Coreyn + Cliff ORMAN	7 GRAY	761-2998
Julian T. Pubs	100 State St apt 512	773107
Charles Marshall	100 State St Apt 420	



Irish Heritage Center

P O Box 7588
Portland, ME 04112-7588
207-780-0118

May 16, 2002

Dear Friends,

THE IRISH HERITAGE CENTER BOARD OF DIRECTORS invites you to a neighborhood meeting to discuss its organization's purchase and planned use of the former St. Dominic's Church property.

The Irish Heritage Center is a non-profit organization dedicated to the promotion and preservation of Irish history and culture. St. Dominic's Church, built in the early 1800's by Irish immigrants, is now owned by the City of Portland and is listed on the Registry of Historic Preservation. In conjunction with PROP and Portland West, the Irish Heritage Center responded to a bid process with the City of Portland and has been moving forward in its efforts to purchase and renovate this beautiful site so it can be returned to the community. We hope you will join us to hear the design plans, ask questions and provide feedback about the proposed project.

DATE: Tuesday, May 28, 2002

TIME: 6:30-8:00 p.m.

PLACE: 100 State Street Community Room

OFFERINGS: Coffee and Dessert Will Be Available

We look forward to spending the evening with you!!

AH
13

(30) days shall be deemed an approval of the conditional use permit, unless such time period is mutually extended in writing by the applicant and the board. Within five (5) days of such decision or the expiration of such period, the secretary shall mail notice of such decision or failure to act to the applicant and, if a permit is authorized, shall issue such permit, listing therein any and all conditions imposed by the board of appeals.

(c) *Conditions for conditional uses:*

- (1) *Authorized uses.* A conditional use permit may be issued for any use denominated as a conditional use in the regulations applicable to the zone in which it is proposed to be located.
- (2) *Standards.* Upon a showing that a proposed use is a conditional use under this article, a conditional use permit shall be granted unless the board determines that:
 - a. There are unique or distinctive characteristics or effects associated with the proposed conditional use;
 - b. There will be an adverse impact upon the health, safety, or welfare of the public or the surrounding area; and
 - c. Such impact differs substantially from the impact which would normally occur from such a use in that zone.

(d) *Conditions on conditional use permits.* The board of appeals may impose such reasonable conditions upon the premises benefited by a conditional use as may be necessary to prevent or minimize adverse effects therefrom upon other property in the neighborhood. Such conditions shall be expressly set forth in the resolution authorizing the conditional use permit and in the permit. Violation of such conditions shall be a violation of this article.

(e) *Effect of issuance of a conditional use permit.* The issuance of a conditional use permit shall not authorize the establishment or extension of any use nor the development,

AH.
14

IRISH HERITAGE CENTER PARKING MANAGEMENT PLAN

The Irish Heritage Center (IHC) offers the following description of a parking management plan that will continue to be reviewed and updated as other options become available. We appreciate the concern from the neighborhood regarding parking shortages and in no way wish to add a burden to the limited street parking that now exists. This plan is intended to reflect our commitment to providing a solution that will allow a full range of activities to occur at the IHC, that will be “ramped up” over the next two years after renovation is completed.

1. Daily operations: There are no exclusive parking spaces for IHC during normal work hours. The IHC will commence operations with one full time staff and grow to two full time staff during the first year of construction. For daytime meetings (9:00 a.m. to 5:00 p.m.) there are 18 spaces in the adjacent Girls School lot that will be owned by PROP/Portland West which will be available for guests (primarily construction and architectural) during renovation. In the spirit of cooperation, Catholic Charities Maine has offered shared use of five parking spaces along the back wall of the church. The IHC is not dependent upon these parking spaces, however, and staff will park on the street.
2. Evening events will be restricted to the lower level during at least the first six –twelve months of operation, depending upon the construction timetable. The anticipated average number of persons for the first floor use is 125-150 persons. Free parking has been secured at Reiche School (23 spaces; up to 40; firm), Catholic Charities Maine (34; firm), and 268 Spring Street (8 spaces, firm), owned by Betty Pomeroy.
3. This space use limitation will easily be satisfied as per the Planning Board’s parking ratio formula of 1 space per five adults, or 30 spaces total on site using Catholic Charities 34 spaces. The types of events may include Irish language classes, Irish dance classes, public education forums, community dinners, board meetings for the IHC and the Irish American Club, non-profit board and staff meetings, public lectures and Irish history classes. The size and use of these groups will vary, with some as standard monthly events and others only for occasional use. It is important to note that dance, language classes, board meetings and committee meetings will be attended by group sizes ranging from 10-25 people. These regular events will not compete with city parking as the CCM lot easily accommodates this group size.
4. A regular weekly event, Bingo, is being designed to respond to and specifically attract seniors and immediate neighbors. We anticipate **50-75%** of those attending Bingo will reside in the immediate neighborhood and will walk to this function. We believe the many of the same population will comprise monthly and quarterly dinners, designed primarily for the neighbors and former members of St. Dominic’s Church. These events will be fully covered, therefore, by parking options identified in #2.
Once the former sanctuary is open for use it will have a capacity of between 200--350 persons, depending upon the event. (Dinners will require tables & chairs, thereby limiting the number of seats. Concerts will book at full capacity.) For these events additional parking solutions have been created. They include shuttling participants from a number of available sites. (See **Chart Below.**)

When events are booked, shuttle services will be arranged and participants will be notified of shuttle options. Shuttle buses or vans will accommodate the capacity per lot, and will operate in a timely schedule.

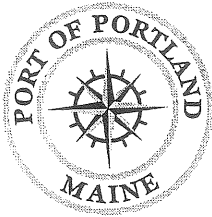
5. **NOTIFICATION:** Participants will be notified of parking options and encouraged to plan for limited parking when they purchase event tickets, as well as when events are booked with agents. Our neighborhood parking plan will be graphed onto an area map for both individual handout and visual review on the IHC office wall. The IHC Executive Director and Secretary will specifically discuss this with all groups using any space in the building.
6. The IHC will respond to any parking issues that may arise as the community center becomes fully operational. Every attempt to work cooperatively with the neighbors and the city to incorporate ideas or new solutions and to do related problem solving will be ongoing.

SUMMARY:

Daily Operations: Street Parking

Small & Midsize Events: 65 Spaces in neighborhood.
34 Adjacent (Catholic Charities Maine)
23 Reiche School (can be as high as 40 spaces)
8 268 Spring Street (Home of Betty Pomeroy)
65 TOTAL

Larger Events: 65 Spaces (Above)
50-250 Spaces City of Portland International Ferry Terminal
(Nov.–May, walking or with shuttle)
150 Spaces Portland Fish Pier (yr. round; walking or shuttle)
60 Spaces Bubba's Lounge on State Street (yr. round; walking or shuttle)
70 Spaces Cheverus School with shuttle *van or bus* (yr. round)



CITY OF PORTLAND, MAINE
DEPARTMENT OF PORTS & TRANSPORTATION

May 24, 2002

Ms. Linda Hogan, Director
Irish Heritage Center
P.O. Box 7588
Portland, ME 04112-7588

RE: *Parking Availability*

Dear Ms. Hogan:

I am writing this letter in response to your recent inquiry about the availability of parking at any of the City's waterfront facilities for events that you may have at the Irish Heritage Center. While parking is very limited and at a premium on the waterfront these days, we could potentially accommodate evening event parking at two of our facilities.

The parking lots on the Fish Pier are often underutilized during evenings and weekends. We may be able to accommodate evening and weekend parking for up to 150 cars on the Fish Pier, therefore, for an evening or weekend events. This event parking could potentially be available year-round. We would either charge on a per car basis or could discuss the possibility of leasing you a set number of spaces for a flat fee.

In addition, we often have availability at our International Marine Terminal (IMT) facility during the off-season, from approximately November 1st through May 15th, when the Scotia Prince Ferry is not making its seasonal runs between Portland and Nova Scotia. While the parking lot at the IMT is usually filled with cargo containers during this off-season, we often do have the queuing lanes area available for most of the winter months. This area is used for snow collection and can sometimes be unavailable if we are having a lot of snowfall in the winter months, but parts can usually be kept clear enough to accommodate some parking, particularly for a one-time event. This area could potentially accommodate 50 – 250 vehicles. Like the Fish Pier, we could charge for this parking on either a per car or bulk basis.

I hope this information is helpful as you consider your development and operations planning. Please feel free to contact me if I can be of any additional assistance.

Sincerely,

David L. Cohan
Waterfront Property Manager

Cc: Jeffrey W. Monroe, Director
Benjamin Snow, Marine Operations Manager

Ltr052402a

May 22, 2002

Ms. Linda Hogan
Project Director
Irish Heritage Center
PO Box 7588
Portland, ME 04112-7588

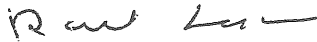
Dear Ms. Hogan,

This letter is written to confirm the availability of 60 parking spaces for the Irish Heritage Center at my extended lot on 92 Portland Street, Portland, ME.

These spaces are available week nights after 5:30 p.m. and all day on weekends, at no charge to your non-profit organization.

I support the efforts of the Irish Heritage Center and wish you well with this great project.

Sincerely,



Robert Larkin
92 Portland St.
Portland, ME 04101

Ms. Betty Pomeroy
268 Spring Street
Portland, ME 04102

May 21, 2002

Ms. Linda Hogan
Project Director
Irish Heritage Center
PO Box 7588
Portland, ME 04112-7588

Dear Linda,

I am writing to offer the use of eight parking spaces located in the neighborhood of the former St. Dominic's Church. My property is 268 Spring Street, which is within walking distance of the building and can be used nights and weekends for events offered by the Irish Heritage Center.

I am the Vice President of the Irish American Club and very excited about the IAC's plans to hold programs and events at the former St. Dominic's Church, especially since the building was built by Irish immigrants. I believe re-opening the building as a community center will be good for the neighborhood, and for the city.

Please let me know if there is anything else I can do to support the project.

Sincerely yours,



Betty Pomeroy

Bishop Joseph J. Gerry
O.S.B.
President

Patricia M. Collins
Chairperson

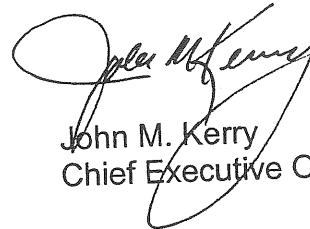
John M. Kerry
Chief Executive Officer

May 23, 2002

To whom it may concern:

Catholic Charities Maine recognizes that the Irish Heritage Center (IHC) is negotiating with the City of Portland to purchase 34 Gray Street. Six dedicated parking spaces border the back of the former girl's school and the sanctuary of the former St. Dominic's Church, which will be owned by the IHC once the sale is completed. Although Catholic Charities Maine has easement rights to this parking area, we agree that the IHC will be the primary user of those parking spaces.

Sincerely,



John M. Kerry
Chief Executive Officer

ACCREDITED



COUNCIL ON ACCREDITATION
OF SERVICES FOR FAMILIES
AND CHILDREN, INC.

JMK/maf



United Way

Bishop Joseph J. Gerry
O.S.B.
President

May 13, 2002

Patricia M. Collins
Chairperson

John M. Kerry
Chief Executive Officer

Irish Heritage Center
c/o Linda Hogan
P.O. Box 1106
Portland, ME 04104

Dear Linda:

Catholic Charities Maine supports the efforts of your organization to develop an Irish Heritage Center in the St. Dominic's Church building. We commit that our twenty-nine (29) parking spaces in our lot at 66 State Street can be used by patrons of events held at the Center during hours in which tenants of our facility are not in operation. Please arrange to finalize details of this agreement with our Program Director, Don Harden.

I wish you well in your efforts to undertake this very worthwhile project.

Very truly yours,



John M. Kerry
Chief Executive Officer

JMK/maf

ACCREDITED



Portland Public Schools

Administrative Offices
331 Veranda Street, Portland, Maine 04103-5599
207-874-8100



May 8, 2002

Linda Hogan
Irish Heritage Center
P. O. Box 7588
Portland, ME 04112-7588

Dear Ms. Hogan:

This letter is in response to yours of May 6, 2002 and provides additional information to my previous letter of April 26, 2002. Both letters are attached.

As we discussed on the phone, there are approximately 55 parking spaces serving Reiche School. In addition, the school Principal advises that 50%-60% of those spaces are used by the community during non-school hours, including weekends. Based on that information, approximately 23 parking spaces could conceivably be available for use by the Irish Heritage Center.

The procedure for processing an agreement, addressed in my original letter, will still have to be followed.

I hope this information is helpful.

Sincerely,

A handwritten signature in black ink, appearing to read 'H. J. Dresch', with a long horizontal flourish extending to the right.

H. J. Dresch, P. E.
Facilities & Property Services Manager

Copy: Mary Jo O'Connor, Superintendent of Schools
Jonathan Spence, Planning Dept.
Ken Kunin, Principal, Reiche School
Charles Lane, Corporation Counsel

Portland Public Schools

AH 6

Administrative Offices

331 Veranda Street, Portland, Maine 04103-5599

207-874-8100

April 26, 2002

Linda Hogan
Irish Heritage Center
P. O. Box 11106
Portland, ME 04106



Dear Ms. Hogan:

You called asking us to provide you with a letter regarding the availability of parking at Reiche School.

Approximately 55 parking spaces exist at Reiche School among the two developed areas on Brackett Street and the one on Clark Street. They are presently designated "No Parking Except for School Dept. Employees During School Hours." It is the Principal of Reiche School's understanding that the community uses 50% - 60% of those parking spots during non-school hours, including weekends; some, obviously, are used for the Community Center and Library at Reiche. Because of this, we cannot guarantee that any specific number of spaces would be available for your use.

Portland Public Schools has entered into a use agreement with the Friends of St. Lawrence whereby they use the Adams School parking lot. We could enter into a similar agreement for the use of the Reiche lots, but I would not want such an agreement to cause a negative reaction in the community because of the loss of access to the lots. The parking issue is one that needs to be specifically addressed during Planning Board review so that the public will be fully aware of the situation and impact.

Any agreement would be subject to the review and approval of Reiche's Principal as well as the City's Corporation Counsel, and would ultimately be signed by our Superintendent of Schools.

I hope this information is useful as you make plans for the Irish Heritage Center. Please call me at 874-8126 if you have any questions.

Sincerely,

A handwritten signature in dark ink, appearing to read "H. J. Dresch", written over a horizontal line.

H. J. Dresch, P. E.

Facilities & Property Services Manager

Copy: Mary Jo O'Connor, Superintendent of Schools
Jonathan Spence, Planning Dept.
Ken Kunin, Principal, Reiche School
Charles Lane, Corporation Counsel



May 1, 2002

Linda Hogan
Irish Heritage Center
Portland, Maine

Dear Linda,

This letter is to confirm that Portland West will make our 15 passenger vans available on an as needed basis for the Irish Heritage Center to use to shuttle people from satellite parking areas at Reiche School (or other satellite parking areas) to the Irish Heritage Center during performances or events.

We will need one week advance notice to assure availability of the van(s). Reimbursement for expenses (gas or mileage basis) will be agreed upon at a later date.

Sincerely,

A handwritten signature in black ink, appearing to read "Tom Pearson", is written over the word "Sincerely,".

Tom Pearson
Director of Program Services

CHEVERUS

The Jesuit College Preparatory School of Maine

30 May 2002

The Irish Heritage Center
P.O. Box 7588
Portland, MAINE 04112

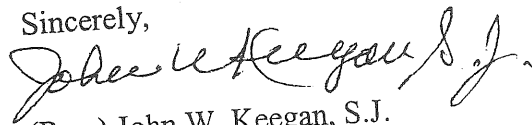
To whom it may concern:

I hereby give permission to patrons of the Irish Heritage Center to use up to seventy (70) Parking spaces at Cheverus High School for weekday evening events and for Saturday or Sunday afternoons according to availability in light of events scheduled at Cheverus High School.

I would request that prior notice be given to Cheverus on the specific dates that the Parking will be needed or utilized at the school.

Cheverus High School is happy to support the efforts of those who are establishing and supporting the Irish Heritage Center.

Sincerely,



(Rev.) John W. Keegan, S.J.
President

AH.
15

INTRODUCTION

The St. Lawrence Arts & Community Center is a community-based multi-disciplinary arts, cultural and educational facility located in the heart of Munjoy Hill at 76 Congress Street.

This is a Parking Management Plan for Phase I of the re-use of the facility, encompassing the use of small offices by the Center's staff and a tenant and the use of the small performance space in the parish hall portion of the building.

PARKING

Estimated Parking Demand

Estimated parking demand (typical and maximum) is shown for the identified groups of users and anticipated time periods including typical daytime use and peak use during performances.

Number of Persons and Estimated Parking Demand

	Daytime Use		Performances	
	Persons	Parking	Persons	Parking
Offices/Tenants	1 typ/ 2 max	1 typ/ 2 max	n/a	n/a
Cast /Crew & Center Staff (concessions)	1 typ/ 2 max	1 typ/ 2 max	17 typ/25 max	10 typ/17 max
Audience	n/a	n/a	60 typ/90 max	40 typ/60 max
Total	1 - 4 max	1 - 4 max	77 typ/115 max	48 typ/77 max

Patrons to performances typically come in groups of two or more. The above figures conservatively estimate an average vehicle occupancy of 1.5 and that do not account for anticipated walking to the performances.

Handicapped parking

Using the ADAG criteria, two handicapped accessible spaces should be supplied for patrons.

Estimated Parking Supply

Off-street Parking

There are no off-street parking spaces on-site at the facility. However, there are several lots nearby owned by other businesses which can be shared. Proposed use of these are detailed below in the Parking Management Plan.

On-street

Congress Street and the surrounding residential neighborhood provide a potential source of on-street parking for evening performances and for typical daytime uses by tenants.

An inventory of on-street parking supply and usage for two block radius was conducted on a Saturday night at 7 PM in November 2000. The results are shown in Figure 1. The graphic shows the supply of parking (top figure) and number of occupied parking spaces (bottom figure) by face of each block.

Handicapped Parking

There are currently no handicapped accessible parking spaces at the site.

PARKING MANAGEMENT PLAN

Off-street Parking

Parking demand for performances will be met by shared use of off-street parking in lots within a short walking distance of the Arts & Community Center. Arrangements with the owners of those lots has been secured for after-hours use of their lots. These lots and their parking capacity are shown in Table 1 below.

Tenants

Parking for day-use tenants is to be provided by available on-street parking in the immediate area. The estimated demand is 1 to 4 spaces. Refer to Figure 1 for the estimated supply.

Performances

To meet the much of the estimated demand for 48 - 77 spaces for performances, shared use of two off-street parking lots within short walking distance of the Center is proposed.

St. Lawrence Church Parking Inventory

ON - STREET

PERFORMED

NOVEMBER 4, 2000

7:00PM

LEGEND

OF SPACES
SPACES OCCUPIED

SHOWN BY BLOCK

AH. 3.3



200 0 200 400 Feet



1"=200'

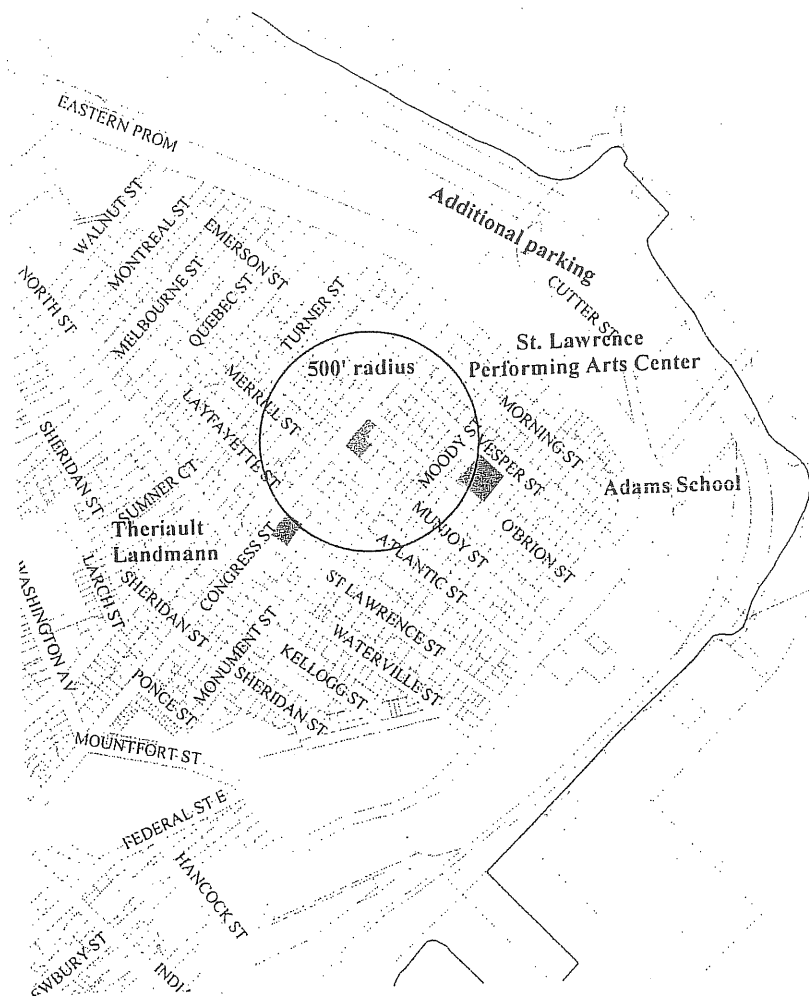
FIGURE 1



The two parking lots for which consent for use has been granted are the Adams School lot and the Theriault Landman lot. The capacity of these lots is 45 cars using standard parking methods. They are shown in Figure 2.

At these lots there is the opportunity to use 'stack' parking (align cars directly behind one another in a tight configuration) to increase the amount of parking in these lots. This would require staffing the lots to oversee arrival and departures of patrons. Initially, parking will conform to the typical configuration/use of the lots.

Supplementary off-street parking is available at the Eastern Promenade park (and on-street parking along the Eastern Promenade street).



Location of Proposed Off-street Parking

Figure 2

On-street Parking

On-street parking will supplement off-street lots to meet parking demand for performances, the peak demand period. On-street parking will supplement the identified off-street parking.

Handicapped Parking and Accessibility

It is proposed that two spaces in front of the Center be designated handicapped accessible and that a curb ramp be created between the two spaces and an accessible walkway be created to the accessible entrance located at the _____ side of the building.

Bus Service

The METRO Route 1 provides bus service along Congress Street with stops close to the Center. The route runs from the METRO garage on St. John Street to Congress Street from St. John Street to the Eastern Promenade. This route connects to other METRO routes at the METRO Pulse at Congress Street at Elm Street Monday to Saturday. Sunday service runs from approximately 9 AM to 1:30 and from 4:00 to 7 PM. There is a bus stop located at the building on the corner of Munjoy Street and Congress Street.

Service is very convenient for day-users of the facility with buses approximately every twenty minutes.

For performances Monday to Saturday, bus service is limited to providing transportation to the performance, with service to the Center at approximately 6:14 PM, 6:40 PM, 6:56 PM and 7:20 PM. On Sundays, patrons and cast and crew/staff could use the bus for arrival (10:30 AM, 11:45, 12:55) for a 2 PM performance (doors open at 1:30) and after performances at 4:20 and 5:30 (all times shown for timed for approximate arrival or departure at 'Walnut & Promenade' in METRO schedule).

Ridesharing/Carpooling

Ridesharing and carpooling to performances will be encouraged for 1) performance-goers and 2) cast and crew and Center Staff.

Bicycle Parking

A secure bicycle rack with a capacity of six bicycles will initially be provided on-site. Additional parking will be provided if usage shows a need for more capacity.

Walking

The facility is within easy walking distance of many of its potential patrons.

Parking & Transportation Brochure

A brochure will be prepared that will be distributed at the Box Office and mailed to patrons that describe the proposed parking and management plan – the purpose to encourage means other than driving alone to performances and events at the Center. The brochure will describe:

- On and off-street parking availability
- Ridesharing to performances
- Bus service to performances
- Bicycle access and parking
- Walking, highlighting walking distances to the facility from points on the peninsula

THE DANFORTH

AH.16

Preferred Accommodations
*
Private & Corporate Functions
*
Overlooking Portland's
Historic Waterfront



c. 1821

163 Danforth Street
Portland, Maine 04102
*
207 879 - 8755
800 991 - 6557
FAX 207 879 - 8754
e-mail: danforth@maine.rr.com
www.danforthmaine.com

Chairman Caron
Portland Planning Board
389 Congress Street
Portland, ME 04101

Re: St. Dominic's Family Housing

July 9th 2002

Dear Chairman Caron and Members of The Planning Board,

I respectfully request the following be considered:

1. Does the proposed site plan modify an existing approved site plan? (Eg. A)
 - a. Eg. A is the site plan associated with the 1991 approval of the Alliance of The Mentally Ill, now AMISTAD. (#34-91) AMISTAD is located in the former Boy's school.
 - b. The approval of the 1991 site plan was very controversial, as the development required the taking of the large lawn associated with the former rectory, now The Danforth. The lawn was taken to meet the parking demands of 18 new spaces required by AMITY/AMISTAD. Strict conditions were placed to maximize the appearance of green space and to provide screening and buffering. (Please note the required conservation easement, plantings, and screenings.)

The current proposal includes several aspects that contradicts the intent of previously approved site plan.

- i. AMISTAD is offering an easement for 2 dumpsters on what had been approved as green space/ screening of parking in the 1991 approval.

PLANNING BOARD REPORT #60-08

MAINE IRISH HERITAGE CENTER

VICINITY OF 3 GRAY STREET

MODIFICATION TO A CONDITIONAL USE PERMIT

IRISH HERITAGE CENTER, APPLICANT

Submitted to:
Portland Planning Board
Portland, Maine
November 12, 2008

Submitted by:
Barbara Barhydt
Development Review Services Manager
November 7, 2008

I. INTRODUCTION

The Maine Irish Heritage Center requests a modification in their conditional use permit as a Community Hall to allow the applicant to rent office space to non-profit organizations and to clarify that the rental of function space need not be limited to non-profit organizations.

On November 26, 2002, the Planning Board voted unanimously (4-0, Delogu, Lowry recused) that the plan for the Irish Heritage Center at 3 Gray Street was in conformance with the Conditional Use Standards of the Land Use Code (Attachment 1). The applicant recently applied for a building permit (08-0528) to repair the basement assembly area, which included repairs to an office and conference area. The Maine Irish Heritage Community Center has been leasing the basement office and conference space (floor plan, Attachment B.1), to Amistad, which is a non-profit corporation that provides services to people facing mental health and other life challenges. Ann Machado, Zoning Specialist, determined that the office use for outside organizations was not included in the original conditional use approval for the Irish Heritage Center, thus the applicant is now seeking to modify their conditional use permit. This proposal is being reviewed under the Residential R-6 Conditional Use Standards and the conditional use standards of the Land Use Code

A total of 338 notices were mailed and notices appeared in the Portland Press Herald on November 3 and 4, 2008. The applicant's written submittal is included as Attachment A and the floor plan for the Maine Irish Heritage Center are included as Attachment B.

II. Background

The Irish Heritage Center received conditional use approval as a Community Hall in the R-6 zone on November 26, 2002 (Attachment 1). A copy of the Planning Board report # 59-02 and relevant attachments for this project are included as Attachment 4. The following statements regarding the use of the community hall were contained in the written submittal, mission statement and neighborhood minutes submitted as part of the original application:

- **Application Description:** The Irish Heritage Center will be a museum, library, genealogy center and community center for the preservation and promotion of Irish heritage and culture. Office space for IHC staff and a small gift shop will be on the premises, along with community meeting space and function space. Uses will include: Irish dance and language classes, Ceili's (Irish folk dance); Irish American Club board meetings, dinners and holiday parties; weddings, funerals, concerts, theater, film festivals, educational forums, historic building tours and space for non-profit organizations to meet, have workshops or training, etc.
- **Mission Statement:** Along with the library, much anticipated office and meeting space will be offered for interested tenants.
- **Neighborhood Meeting Minutes:** Linda Overview of project. ...Lower Level: Bingo, dinners, receptions, Irish American Club meetings, community programs, non-profit meeting space, offices. The IHC is returning St. Dominic's to the community.

While the above statements could be interpreted to imply that the office space would be available for rent by non-profit organizations, there is a review from Marge Schmuckal, Zoning Administrator, in the Planning Board report that states the following:

- I have reviewed the Italian Heritage Center under the Community Center. It is my understanding that the separate, private offices use in NOT a part of this approval. With that said, all other aspects of the zoning ordinance are being met. *[Please note that the heading of her memo is Italian Heritage Center, Gray Street and is dated Sept. 24, 2002. It was included in the Planning Board report for the Irish Heritage Center.]*

The Planning Board approval letter does not directly address whether the office use for non-profits are permitted or not. Based upon the above review of the file, the applicant was advised to apply for a modification to their conditional use approval. The applicant is seeking to add the rental of office space to a non-profit organization as a permissible use in the center. In addition, they are seeking to clarify that they may rent function space for events to individuals and groups and that such groups need not be non-profit entities.

III. SUMMARY OF FINDINGS

Zone:	Residential R-6
Total Building Area:	17,526 sf
Existing Use:	Community Hall, Maine Irish Heritage Center
Proposed Use:	Community Hall with office space for non-profit organizations and rental of function space not limited to non-profit entities
Existing Parking:	None on-site
Required Parking:	As a designated Historic Structure, none is required under zoning; however the conditional use as a Community Hall requires a Parking Management Plan. A parking management plans was approved for the original application in 2002

III. PROPOSED CONDITIONAL USE MODIFICATION

Current proposal

There is an office with 210 sf and a conference room with 600 sf in the lower level of the Maine Irish Heritage Center. The applicant has been leasing the space to Amistad for a phone support system, which they refer to as the “Maine Warm Line.” As noted above, Ann Machado and Marge Schmuckal questioned the existence of this use when Maine Irish Heritage Center applied for a building permit for internal repairs and renovation. Marge Schmuckal is allowing the use to remain in the facility pending the Planning Board’s review of this conditional use application. The Maine Irish Heritage Center seeks to expand the definition of conditional uses for their Community Center as is stated in their application as follows:

Per Ms. Barhydt’s letter of June 17 – the current approval issued by the City permits use for a wide variety of community meetings and functions – including dinners and holiday parties, weddings, funerals, concerts, theater, etc. and space for non-profits to meet. We seek a broadening of the conditional use permit to add office space for rental to other non-profit groups, including but not limited to Amistad, Inc.

The applicant’s request is to include office space for rental to other non-profit groups as one of the permitted uses. For comparison, the conditional use application for the Saint Lawrence Street Community Arts and Cultural Facility (76 Congress Street) states that they “...may house one or more offices for other non-profit organizations.” The conditional use for this facility was granted by the Planning Board in January 2001.

Maine Irish Heritage Center's current office tenant is Amistad, a non-profit organization that is committed to the healthy, mutual support and recovery of adults with severe and persistent mental illness. The lease is included as Attachment A 19-27, with the use listed on A.14. Peter Driscoll of Amistad submitted a description of how their organization uses the office space (Attachment 2) at the Maine Irish Heritage Center. The full scope of their services is contained within the Applicant's conditional use application (Attachment A 19-27); however the majority of those services are provided at other locations. Amistad runs their telephone support line called the "Maine Warm Line", which operates seven nights a week from 5:00 p.m. to 8:00 a.m. There are three staff persons from 5 to 11 p.m. and two staff persons from 11 p.m. to 8 a.m. They provide non-crisis telephone support for approximately eighty (80) callers per night with mental health distress. Persons in need of intensive intervention are referred to a crisis line. As noted in Mr. Driscoll's e-mail, the rented space includes 5 telephone stations (located along the perimeter of the conference room), one office for the director of the Warm Line, a small storage area and a small conference area to serve up to 12 people. The conference area is used for staff meetings or groups during the day. Amistad also leases space at 66 State Street from Catholic Charities, which is adjacent to this site and parking for the staff working on the "Warm Line" is at 66 State Street.

Maine Irish Heritage Center is also seeking a clarification regarding the rental of the event space. As stated in the application (Attachment A):

We also seek clarification that in connection with the permitted use for various community meetings and functions, function fees may be imposed on individuals and groups – and that these groups need not be non-profit – e.g. renting the hall to a business for a party.

The approval letter and the Planning Board report for the Irish Heritage Center Community Hall (Attachments 1 and 4) does not explicitly limit the rental of space for events and functions to non-profit entities, however, the applicant is seeking to modify their conditional use permit to be clear on this point.

IV. STAFF REVIEW

The proposed conditional use application has been reviewed by staff for conformance with the relevant review standards of the conditional use standards and the Residential R-6 zone. Staff comments are highlighted in this report.

V. INSTITUTIONAL CONDITIONAL USE REVIEW

Residential R-6 Sec. 14-137 Conditional Uses.

C. 6 Community Hall provided that:

a. *The structure was in existence as of date of enactment, March 15, 1999.*

The Tax Assessor Record states that the structure was built in 1900, so it existed prior to the enactment of the conditional use provisions.

b. *The structure was built for institutional or other non-residential uses;*

The structure was built as St. Dominic's Church.

- c. *The structure is operated by, or operated subject to the control of, a not-for-profit entity in accordance with its not for profit purposes, and*

The structure is owned and operated as the Maine Irish Heritage Center, which is Maine nonprofit corporation (Attachment 5). The proposed change in the conditional use permit is to allow the Maine Irish Heritage Center to lease office space to other nonprofit groups, including but not limited to Amistad.

- d. *A parking management plan is submitted for review and approval by the Planning Board.*

A parking management plan was submitted and approved as part of the Planning Board's review in 2002 (Attachment 4, 14-27). The parking management plan remains in effect. There has been limited use of the Irish Heritage Center since 2006, while it has undergone repairs and renovation. Mr. John P. Doyle Jr. submitted a letter (Attachment 3), which outlines the range of events that have occurred during the renovation and before May 2006. John Peverada, Portland Parking Manager, confirmed that he has not received any parking complaints regarding this facility since its opening in 2002. The proposed office use intends to utilize the parking for their facility at 66 State Street. The plan included a statement from Catholic Charities Central Services (May 13 2002), that commits to allowing the 29 spaces at 66 State street to be used by patrons of events after hours, which is the time frame in which the Amistad "Warm Line" is in operation. As a designated historic structure, the zoning code does not require parking spaces for this use. The proposed modifications to allow the Maine Irish Heritage Center to rent office space to non-profit organizations and to clarify that the rental of function space need not be limited to non-profit organizations is consistent with the parking management plan.

C . General Institutional Standards

- a. *In the case of expansion onto land of existing such uses other than the lot on which the principal use is located, it shall be demonstrated that the proposed use cannot reasonably be accommodated on the existing site through more efficient utilization of land or buildings, and will not cause significant physical encroachment into established residential areas; and*

The proposed office use is within the building and was shown on the floor plans in 2002 as office and conference room space. The request is to allow the space to be rented to a nonprofit organization.

- b. *The proposed use will not cause significant displacement or conversion of residential uses existing as of June 1, 1983, or thereafter; and*

The proposal will not displace any residential uses as it is within the existing structure.

- c. *In the case of a use or use expansion which constitutes a combination of the above-listed uses with capacity for concurrent operations, the applicable minimum lot sizes shall be cumulative.*

In 2002, the redevelopment of the St. Dominic's Church and Girl's School for a community hall and housing was approved as a condominium, with unit 2 being the church. There are no proposed changes to this ownership and lot configuration.

Sec. 14-474. Conditional Uses

C.2 Standards

- a. *There are unique or distinctive characteristics or effects associated with the proposed conditional use.*
- There are no known or distinctive characteristics associated with the proposed office use or the renting of function space to individuals or organizations, irregardless of whether the entity is for profit or nonprofit.
- b. *There will be an adverse impact upon the health, safety, or welfare of the public or the surrounding area.*
- There are no known adverse impacts upon the health, safety, or welfare of the public or the surrounding area. Specifically, there have been no parking complaints and the office use has not generated any complaints to the Inspection Division.
- a. *Such impact differs substantially from the impact which would normally occur from such a use in that zone.*
- There are no known issues or substantial impacts with the inclusion of office space for nonprofit organizations and the rental of function space to for profit businesses.

VII. MOTIONS FOR THE BOARD TO CONSIDER

On the basis of plans and materials submitted by the applicant and on the basis of information contained in Planning Report #60-08 relevant to standards for conditional use and site plan regulations, and other findings as follows:

1. That the proposed modifications to the Conditional Use to allow Maine Irish Heritage Center to rent office space to non-profit organizations and to clarify that the rental of function space need not be limited to non-profit organizations **[are/ are not]** in conformance with the R6 Conditional Use Regulations of the Land Use Code (section 14-137 and 14-474).

Attachments:

Application Submittal - Separate Document in Packet

Written Submittals

- | | |
|--------|---|
| A.1 | Conditional Use Application |
| A.2 -4 | Cover letter, John P. Doyle, Jr., September 25, 2008 |
| A.5-6 | Conditional Use Form |
| A. 7 | Right, Title and Interest Summary (condominium documents and quit |

claim deed submitted, but not attached to the report. Available at public hearing and part of file.)

- A.8 Proposed Modification to Conditional Use
- A.9-10 Letter, Barbara Barhydt, June 17, 2008
- A.11-18 Standard Lease
- A.19-27 Amistad Description
- A.28-29 Letter, John P. Doyle, Jr, October 17, 2008

Plans

- B.1 Lower Level Floor Plan, September 17, 2002
- B.2 Upper Level Floor Plan, seating arrangement 1, September 17, 2002
- B.3 Upper Level Floor Plan, seating arrangement 2, September 17, 2002
- B.4 Lower Level Floor Plan, submitted 2008

Report Attachments

1. December 2, 2002, Planning Board Approval Letter
2. E-mail Correspondence, Peter Driscoll, November 3, 2008
3. Letter, John P. Doyle, Jr, November 5, 2008
4. Planning Board Report #59-02, with Mission Statement, Parking Management Plan and Neighborhood Minutes.
5. State of Maine, Department of the Secretary of State, non-profit corporation for Maine Irish Heritage Center

CITY OF PORTLAND, MAINE
PLANNING BOARD

Att 1.1

Jaimey Caron, Chair
Deborah Krichels, Vice Chair
Mark Malone
Orlando E. Delogu
Sarah Luck
Kevin Beal
Lee Lowry III

December 2, 2002

Ms. Linda Hogan
Irish Heritage Center
P.O.B 7588
Portland, ME 04112

and

Larry Davis
Portland West
181 Brackett Street
Portland, ME 04102

Re: St. Dominic's Irish Heritage Center and Family Housing Project
(Applications #2002-0114 and #2002-0115, CBL 44-H-4001)

Dear Ms. Hogan and Mr. Cain:

At a public hearing held on October 8, 2002 the Planning Board voted 4-0, (Delogu, Caron absent, Lowry recused) on the following motions:

Unit 1- St. Dominic's Family Housing

- i. That the proposed development is in conformance with the Subdivision Ordinance of the Land Use Code with the following condition:
 1. -that the subdivision plat be amended to include the book and page numbers of referenced deeded easements.
- ii. That the proposed development is in conformance with the Site Plan Ordinance of the Land Use Code with the following conditions:
 1. -that a copy of an executed license agreement be reviewed and approved by Corporation Counsel.
 2. -that the condominium documents will be reviewed and approved by Corporation Counsel.
 3. -that a detail for the wooden guardrail to be installed between the applicant and Mr. Costin's property be provided to staff for review and approval.
 4. -that the property line between the applicant and the Gray Street abutter be field located.

4. *-that the property line between the applicant and the Gray Street abutter be field located.*
- iii. That the plan meets the Standards for Review of Construction and the Standards for Review of Alterations of the Historic Preservation Ordinance.

Unit 2- Irish Heritage Center

- i. That the proposed development is in conformance with the Site Plan Ordinance of the Land Use Code with the following conditions:
 1. *-that a copy of an executed license agreement be reviewed and approved by Corporation Counsel.*
 2. *-that the condominium documents will be reviewed and approved by Corporation Counsel.*
 3. *-that a detail for the wooden guardrail to be installed between the applicant and Mr. Costin's property be provided to staff for review and approval.*
 4. *-that the property line between the applicant and the Gray Street abutter be field located.*
 5. *-that the applicant procures Conditional Use approval of the property as a community hall in accordance with the City Ordinance.*
- ii. The proposed lighting plan will not produce unacceptable levels of glare and/or light trespass and therefore the Site Lighting Standards for this application are waived.
- iii. That the plan meets the Standards for Review of Construction and the Standards for Review of Alterations of the Historic Preservation Ordinance.

At the same Public Hearing, Planning Board voted 4-0, (Delogu, Caron absent, Lowry recused) to table for future consideration a motion concerning the use of the former St. Dominic's Church as a community hall by the Irish Heritage Center as a Conditional Use in the R-6 zone district.

At a Public Hearing held on November 26, 2002, the planning Board voted 4-0, (Delogu, Lowry recused) that the plan is in conformance with the Conditional Use Standards of the Land Use Code.

Please note the following provisions and requirements for all site plan approvals:

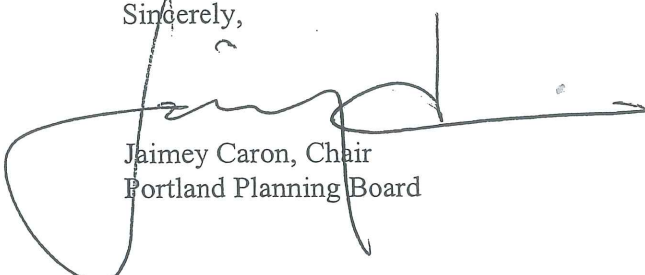
1. A performance guarantee covering the site improvements as well as an inspection fee payment of 2.0% of the guarantee amount and 7 final sets of plans must be submitted to and approved by the Planning Division and Public Works prior to the release of the building permit. If you need to make any modifications to the approved site plan, you must submit a revised site plan for staff review and

approval.

2. The site plan approval will be deemed to have expired unless work in the development has commenced within one (1) year of the approval or within a time period agreed upon in writing by the City and the applicant. Requests to extend approvals must be received before the expiration date.
3. A defect guarantee, consisting of 10% of the performance guarantee, must be posted before the performance guarantee will be released.
4. Prior to construction, a preconstruction meeting shall be held at the project site with the contractor, development review coordinator, Public Work's representative and owner to review the construction schedule and critical aspects of the site work. At that time, 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 preconstruction meeting.
5. 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. The Development Review Coordinator (874-8300 ext. 8722) must be notified five (5) working days prior to date required for final site inspection. Please make allowances for completion of site plan requirements determined to be incomplete or defective during the inspection. This is essential as 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.

The approval is based on the submitted application, site plan, and stated conditions. If there are any questions, please contact the planning staff.

Sincerely,



Jaimey Caron, Chair
Portland Planning Board

cc: Lee D. Urban, Planning and Development Department Director
Alexander Jaegerman, Planning Division Director
Sarah Hopkins, Development Review Program Manager
Jonathan Spence, Planner
Jay Reynolds, Development Review Coordinator
Marge Schmuckal, Zoning Administrator
Jodine Adams, Inspections
William Bray, Director of Public Works
Larry Ash, Traffic Engineer
Tony Lombardo, Project Engineer

Att. 2..1

From: "Peter Driscoll" <amistad1@maine.rr.com>
To: <bab@portlandmaine.gov>
Date: Monday, November 03, 2008 8:28:21 AM
Subject: follow up

Hi Barbara,

I wanted to follow up on your request for further clarification regarding what use is being made of the Irish Heritage Center by Amistad. I understand that you have been given a full description of all of Amistad programs - and I want to be clear that only a small portion of our programs are housed at the IHC. Other Amistad programs are housed in space at 66 State Street (the old St. Dom's elementary school), which we lease from Catholic Charities. That space as you know is immediately adjacent to the IHC making our use of that space very practical for us.

We have leased space at the IHC primarily to house the Maine Warm Line. This is a non-crisis telephone support line that is intended to be a kinder and gentler option for individuals with mental health distress than traditional crisis lines.

The Warm Line operates 7 nights a week, from 5:00 PM to 8:00 AM. We typically have three staff on from 5:00 to 11:00, and two staff until 8:00 AM. The Warm Line is toll free, and takes calls from all over the state. We typically take 80 calls per night. Occasionally a caller would benefit from a more intensive intervention, and typically 2 or 3% of our calls are bridged to a local crisis line.

The Maine Warm Line has 5 stations so that we could have up to 5 individuals working at once - current funding levels will not support that.

Because the Warm Line operates when Catholic Charities is typically closed, we take advantage of parking available in their lot. This is an extremely low impact program, and I would doubt that any neighbors would even be aware of the building's use by the Warm Line.

In addition to the 5 telephone stations, the rented space also includes one office, and a small storage closet. The office is used by the director of the Maine Warm Line. The storage closet is office storage. There is also space large enough for a small conference table, and we occasionally hold staff meetings or groups in this space during the day. The space comfortably seats 12 or so individuals.

I hope this information will be helpful to your consideration of the request

AH. 2.2

by the IHC for conditional use of this space. If you need any additional information, please don't hesitate to be in touch with me.

CC: "Vinnie O'Malley" <vomalley1@verizon.net>

JOHN P. DOYLE JR.
jdoyle@preti.com
Direct Dial: 207-791-3208

November 5, 2008

VIA EMAIL AND HAND-DELIVERY

Barbara A. Barhydt
City of Portland - City Hall
389 Congress Street
Portland, ME 04101

RE: Maine Irish Heritage Center – Material for Planning Board

Dear Barbara:

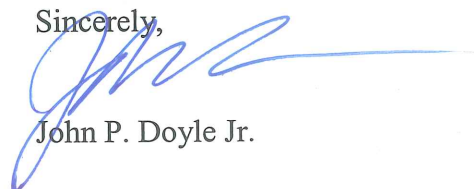
Thank you for your e-mails and your assistance on our application which we understand will be the subject of a Public Hearing on November 12. I understand you have obtained the needed information from Peter Driscoll regarding Amistad's activities and their scope.

This responds to your request for some further detail regarding the uses of the building over the past couple of years. Following the collapse of the bell in May of 2006, the use of the Center has been limited. The Library has been used by those doing genealogical studies, and in recent weeks, a couple of weddings have been held. To give you a sense of what uses were before the bell fell, the following types of activities took place: Irish cultural dance and language lessons, poetry meetings, an art exhibit, and a Special Olympics dinner. The Center was the site of Northern Ireland students visiting and volunteering to assist in cleaning up. Over 75 volunteers assisted at many "Days of Caring" to clean up the Center. The Irish-American Club held periodic meetings at the Center, as did the Ancient Order of Hibernians. Saint Patrick's Day celebrations were held. AA meetings were held on a regular basis along with concerts, recitals and rehearsals. A Christmas party for children was held along with the St. Dominic's Reunion and various workshops. A few weddings also took place.

Following the completion of construction, a reopening event was held on October 21 at which the Gael Tec Minister of the Republic of Ireland was present, along with several City Officials. On November 14, we will be holding a celebratory dinner honoring former Governor Joseph E. Brennan who will be the first recipient of our Claddagh Award.

I hope this information is helpful and sufficient for your purposes, so let me know if I can provide anything further. I will check in with you regarding your report for the Planning Board and whether we can assist further in any way. Thank you.

Sincerely,



John P. Doyle Jr.

PLANNING BOARD REPORT #59-02

**FORMER ST. DOMINIC'S CHURCH AND GIRL'S SCHOOL
VICINITY OF 34 GRAY STREET**

**ST. DOMINIC'S FAMILY HOUSING PROJECT
P.R.O.P. AND PORTLAND WEST, APPLICANTS**

AND

**IRISH HERITAGE CENTER COMMUNITY HALL
IRISH HERITAGE CENTER, APPLICANT**

Submitted to:

Portland Planning Board
Portland, Maine

October 8, 2002

I. INTRODUCTION

Portland West, P.R.O.P and the Irish heritage Center have requested a public hearing before the Planning Board to consider plans for the renovation and reuse of the St. Dominic’s property located in the vicinity of 34 Gray Street. The property consists of the former St. Dominic’s Church, the former Girl’s School and two small grade-separated surface parking lots. Originally, it was proposed that the property be split in two and that the new properties would undergo separate site plan reviews. Because of zoning issues arising out of the proposed property split, the project is now proposed as a condominium. A further explanation for the creation of the condominium is included as attachment 3.

The church, completed in 1893 is a listed National Historic Landmark and has been the subject of a large-scale rehabilitation and re-use effort. The former girls school is a three-story brick structure located to the west of the church on Gray Street in Portland’s Historic West End District. Prominent building characteristics include the numerous window openings and decorative granite lintels. The site is bordered by a residential triplex to the west and Catholic Charities to the south.

285 notices were sent to area residents. A legal ad appeared in the September 30, 2002 edition of the Portland Press Herald.

II. SUMMARY OF FINDINGS

Lot Size:	23,640 square feet +/-
Building Size:	10,465 square feet (church foot print)
	13,000 square feet (proposed church rehab)
	19,008 square feet (total proposed square footage of girl’s school)
Zoning:	R-6
Parking:	No specific number of parking spaces are required for either building.

III. PROPOSED DEVELOPMENT

Irish Heritage Center- The Irish Heritage Center proposes to construct a 13,000 square foot community hall/performing arts center within the existing St. Dominic’s Parish Church Building at 34 Gray Street. The facility is to be housed within the existing sanctuary structure and no building additions are proposed. The interior modifications will allow the development of a community hall including conference space, kitchen area and associated offices on the lower level and a performance art center including a box office, gift shop and library on the upper level. A completed description of the facility and the proposed use is included in the applicant’s written statement (see attachment 1) Exterior modifications include limited landscaping and lighting and the construction of a meditation/sculpture garden in the area between the church building and the girl’s school. A sketch plan for the garden is included as attachment 26.

St. Dominic’s Family Housing Project- PROP and Portland West propose the renovation of the existing St. Dominic’s Girls school into 12 affordable housing units. These units will consist of two 4-bedroom, four 3-bedroom, five 2-bedroom and one 1-bedroom unit. The majority of the project consists of the internal renovation for the converted use. New exterior construction includes a stair

tower, handicap ramp and a roof dormer with deck. Site work consists of repaving, striping and landscaping.

IV. STAFF REVIEW

The project will be reviewed as a **conditional use** for the proposed community hall in the church building, as a **major site plan** for the change of use of both the church and the former girl's school, for a **Certificate of Appropriateness** for the proposed exterior modifications and lighting to both the Church and the girl's school and as a **subdivision** due to the quantity of housing units proposed in the girl's school.

For the purposes of the condominium documents as well for greater clarity during review, this project has been split into two components, Units 1 and 2. The units refer to the actual physical buildings with Unit 1 being the former girl's school and Unit 2 referring to the former sanctuary building. Areas exterior to the buildings are referred to as either common elements, to be enjoyed by both units or limited common elements, to be beneficial primarily to one unit. For the purposes of the site plan review. Unit 1 includes all areas to the east of the line of separation, primarily the two parking lots, while Unit 2 includes all area to the east of the line of separation, including the meditation garden. Please refer to the condominium plat, included as attachment 27 for assistance.

V. SITE PLAN REVIEW- St. Dominic's Family Housing and The Irish Heritage Center, Units 1 and 2

1/2. Traffic/Parking

Access to the church will not be altered as a result of the conversion to a community hall. Pedestrians will continue to access the site directly from Gray Street and from an at-grade doorway located along State Street. The girls school's main pedestrian access point is located directly on Gray Street with a secondary handicapped entrance into a lobby and mail room on the east side of the building. Although located on the side of the building, this secondary entrance also faces Gray Street. A third entrance is proposed into the new stair tower from the courtyard area between the former girl's school and the church.

Vehicular access will be to a small parking area directly from Gray Street and to a larger parking area accessed through Catholic Charities property to the south. This second parking lot is at a lower grade than the lot accessed from Gray Street. Wood stairs provide pedestrian movement between the two lots. An access easement allowing vehicular access to the lower lot across Catholic Charities property already exists at a width of twenty-four feet. Six parking spaces including two handicap spaces will be located in the upper lot with 12 spaces located in the lower lot. It is proposed that both the upper and lower lots be repaved and striped and new concrete wheel stops be installed. The City Traffic Engineer has reviewed the feasibility of the proposed parking layout and found them to be adequate. A memo to this effect is included as attachment 6b.

No specific numerical amount of parking is required for the reuse of either the Church or the former girl's school buildings as a result of the property having an historic designation. The reuse of the church as the Irish Heritage Center does require Conditional Use review, an element of which is a Parking Management Plan. This plan will be discussed in detail in the conditional use section of this

memo. The reuse of the girl's school is required to provide sufficient parking to satisfy the reasonably foreseeable demand for parking which will be generated by the proposed development (Sec. 14-526 a-2a). If the housing were required to adhere to the parking standards of the Land Use Code, 1.5 spaces per unit or 18 total spaces would be required.

3. Proposed Buildings

New building construction consists of the construction of a stair tower, roof dormer and handicap ramp for the family housing project. No new building construction is proposed for the Irish Heritage Center although proposed work includes the installation of a painted steel gate at the entrance to the meditation garden between the former church and girl's school. All new construction meets the requirements of the zoning ordinance (see attachment 19) and has been reviewed by the Historic Preservation Committee.

4. Sewer, Storm Drain and Water

The site will be serviced by existing utilities located within Gray Street. Staff has received confirmation of adequate water supply (attachment 5) and a sewer capacity (attachment 6).

5. Landscaping

The project proposes a landscape treatment for the front of the church building consisting of a tree and ground plantings. A similar treatment consisting of a Thornless Hawthorn tree and ground plantings are proposed for the entry to the girl's school. The lower parking lot will be enhanced through the placement of two Norway Maples and accompanying daylilies. The area between the dumpster enclosure and the existing tree is being greened with groundcover. Jeff Tarling, City Arborist, has reviewed the landscape plan which will include the landscape features of the sculpture/meditation garden. (attachment 16)

6. Soils and Drainage

The drainage patterns of roof flows to a gutter system directly into the existing stormwater drains will be maintained. The buildings gutter system will be restored as a component of the building renovations. Both the upper and lower parking areas sheetflow to the street, where they enter the city system. The existing surface drainage appears to be adequate to manage stormwater runoff. Jim Seymour, Consulting Engineer for the City of Portland, has reviewed the drainage and his comments are included as attachment 18.

7. Exterior Lighting

The applicant has provided staff with catalog cuts and photometrics for new exterior lighting for the housing proposal that is compatible with the technical standards. Catalog cuts are included as attachment 7. The lighting for the Irish Heritage Center includes uplighting that has been reviewed and recommended by the Historic Preservation Committee following an evening site visit. Approval of the uplighting will require a waiver from the technical standards.

8. Solid Waste Disposal

Solid waste generated by the proposed housing and the community hall will be stored in a dumpster to be located on the abutter's property. Prior to Catholic Charities (the abutter) taking possession of their property, the Alliance for the Mentally Ill of Greater Portland received site plan, conditional use, and historic preservation review and approval (1991). Currently the property is not in conformance with the approved site plan as a result of the existing dumpster location and occurrence of parking in an area designated for landscaping. The site plan currently proposed will necessitate amendments to the Catholic Charity property site plan. These amendments will bring the site into conformance but more importantly result in a greater overall utilization of the intersection of these two properties. The proposed dumpster enclosure and reconfiguration of parking spaces identified as 19, 20 and 21 is fully supported by staff. The amendments to Catholic Charities site plan will be reviewed and approved administratively. A letter from Sally Tien of Catholic Charities outlining their overall support for the St. Dominic's site plan including the resulting changes in their site plan is included as attachment 4. The approved 1991 site plan is also included as attachment 28.

A license agreement between the applicants and Catholic Charities for the location and use of the proposed dumpster is under development. A letter of commitment from Catholic Charities has been received by the applicants and is included as attachment 4b. A potential condition of approval is:

-that a copy of an executed license agreement be reviewed and approved by Corporation Counsel.

9. Fire

The City of Portland Fire Department has reviewed and approved the plans as submitted. (attachment 23)

10. City Infrastructure

The proposed development will not place any strain on the City infrastructure.

10. Neighborhood Meeting

The applicants have held neighborhood meetings in accordance with the ordinance on . Meeting minutes and an attendance sheets are included as attachments 12 and 12b.

11. Homeowners Documents

Corporation Counsel and the applicants' attorney have been actively reviewing and revising the condominium documents. Due to their complex nature, a final review and approval are still necessary. A potential condition of approval is:

-that the condominium documents will be reviewed and approved by Corporation Counsel.

12. Financial Capacity

The Irish Heritage Center has provided staff with a budget narrative as well as a detailed construction budget to demonstrate financial capacity. Early in the review process, concerns were raised by staff, the Planning Board and interested members of the community because of the exorbitant costs anticipated for the restoration of the church building. The original estimates on restoration costs, most notably for the roof repair, were based upon information relayed from the Catholic Dioceses to the City of Portland at the time the property was initially sold. After careful examination by area roofing experts, the Irish Heritage Center believes that these initial estimates were too high. The construction costs provided reflect the anticipated price for the slate roof and copper flashing repairs.

The Irish Heritage Center has also reduced the size of the proposed budget by removing the “theater in the round” program element from the project at this time.

The Irish Heritage Center funding plan includes Historic Tax Credits, in-kind services, pledged materials, fund raising events, anticipated grants and HCD monies. Please refer to the budget narrative and construction budget for further detail. These documents are included as attachment 8.

The proposed funding for St. Dominic’s Family Housing project includes federal and state historic tax credits, state subsidies from the Maine State Housing Authority and City of Portland CDBG and HOME funds. A summary of the anticipated sources and costs is included as attachment 9.

VI. SUBDIVISION REVIEW -St. Dominic’s Family Housing, Unit 1

1. Water and Air Pollution

The development is not anticipated result in undue water or air pollution.

2/3. Water

The development has sufficient water available for the reasonably foreseeable needs of the subdivision as indicated through the capacity letter

4. Soil Erosion

Proper erosion control measures will be required in the field during the minimal site work proposed.

5. Traffic

Please refer to the Site Plan Review Section

6. Sanitary/Stormwater

Please refer to the Site Plan Review Section

7. Solid Waste Disposal

Please refer to the Site Plan Review Section

8. Scenic Beauty

This development will not cause an undue adverse effect on the scenic or natural beauty of the area aesthetics, historic sites, significant wildlife habitat or rare and irreplaceable natural area.

9. Comprehensive Plan

This development is compatible with the City of Portland Comprehensive Plan.

10. Financial Capability

Please refer to the Site Plan Review Section for details of the St. Dominic's Family Housing financial capacity.

11. Groundwater

The development as proposed will not adversely affect the quality or quantity of groundwater.

12. Flood Hazard/Shoreline

The site is not located in the flood hazard or shoreland zones.

VII. CONDITIONAL USE REVIEW -Irish Heritage Center, Unit 2

In addition to the Conditional Use Standards stated in 14-474 (attachment 13) the community hall use has four specific provisions under the R-6:

1. That the structure was in existence as of March 15, 1999,
2. That the structure was built for non-residential use,
3. The structure is owned and operated by a not-for-profit entity, and
4. A Parking Management Plan will be submitted for Planning Board review and approval.

The Irish Heritage Center has submitted a Parking Management Plan with accompanying letters of parking commitments (see attachment 14). This parking plan is split into two sections, one to address daily operations that comprise the bulk of the Irish Heritage Center's operation and a second plan concerning large events occurring on the second level.

Daily Operations-

Evening events occurring during the first 6-12 months of operation will be confined to the lower level of the building. The capacity for this first floor is 150 persons with the anticipated average attendance for functions on this level to range from 25 to 50. These events include community dinners, Irish dance and language classes, senior bingo for residents of 100 State Street and small concerts or theater productions. Parking for these events will primarily consist of the 34 spaces available in the evenings and on weekends at the abutting Catholic Charities lot, 13 spaces at St. Elizabeth's Child Development Center at High and Danforth Streets, 8 spaces at the home of Betty Pomeroy at 268 Spring Street and at the Reiche School with a capacity of 23-40 spaces. These spaces are all within a 10-minute walk to the Irish Heritage Center.

Larger Events-

The second floor sanctuary space has a seating capacity for up 350 persons for events including weddings, folk festivals and concerts. Events of this size, with the exception of funerals, will have lead times sufficient for adequate scheduling of necessary parking plans. Parking plans will include shuttle service from off-site lots in a pre-planned, coordinated manner, All guests attending events will be eligible for free shuttle service from parking lots not in walking distance through a ticket surcharge. The shuttle drop off and pick up at the Irish Heritage Center will be coordinated with the City Traffic Engineer on a case-by-case basis. Off-site parking lots the IHC has arrangements with to provide parking include the PROP parking lot at Cumberland Ave. with 35 spaces available on weekends, the City of Portland International Ferry Terminal (Nov-May) with 50-250 spaces, Bubba's Lounge, 96 Portland Street available evenings & weekends with 60 spaces, Cheverus High School available year round evenings & weekends with 70 spaces and the Portland Fish Pier also available year round evenings & weekends with 150 spaces.

Portland West has agreed to enter into a renewable lease agreement to provide three fifteen-passenger vans, with drivers, for events at the Irish Heritage Center. (see letter of commitment with attached Parking Management Plan) Each van will accommodate 14 passengers and one driver and will service any parking area. Cheverus High School has agreed to provide one fifteen-passenger van and driver for events to be contracted on a per event basis. This van will provide delivery to and from the Cheverus High parking area.

The conditional use standards for community halls in the R-6 zone and the specific provision for the Parking Management Plan were developed in response to the reuse of the St. Lawrence Church property at 67 Congress Street. The community hall use was adopted into the Land Use Ordinance in March of 1999 through a text change proposed by the Friends of St. Lawrence Church. Subsequently, the Friends of St. Lawrence Church applied for and received conditional use approval to construct a 6,000 square foot community hall/theater within the existing parish hall. Although the proposed Irish Heritage Center and the 90-seat St. Lawrence Community Arts Center are different in size and scope, the approved parking management plan is included for reference as attachment 15.

The requirement of a Parking Management Plan was not meant as a barrier to the adaptive reuse of historic structures in the City of Portland. The City has a policy strongly encouraging the adaptive reuse of these structures and does not require historic structures to demonstration compliance with the standard parking requirement. The Parking Management Plan requirement was also not intended

to place an onerous burden upon an applicant to provide parking that would be readily available in a suburban environment but difficult to locate in an urban setting. The Parking Management Plan requirement is intended to compel the applicant to carefully examine the parking demand generated by the proposed use and to make a detailed concerted effort to manage this demand as best as possible within the urban construct. Staff believes that the Parking Management Plan submitted by the Irish Heritage Center and the demonstrated diligence of the applicant to address the parking demand clearly meets the intent of the Parking Management Plan requirement.

VIII. HISTORIC PRESERVATION REVIEW-St. Dominic’s Family Housing and the Irish Heritage Center, Units 1 and 2

As this project is located with the West End Historic District, the proposed building renovations and alterations will be required to obtain a Certificate of Appropriateness. As this is a major site plan application, this certificate is issued by the Planning Board upon a recommendation from the Historic Preservation Committee. The Historic Preservation as reviewed both components of this project including the proposed site lighting and has made a formal recommendation to the Planning Board, with no conditions. This recommendation and Historic Preservation Reports #26-02 and #36-02 are included as attachments 20, 21 and 22.

IX. STAFF RECOMMENDATIONS

Staff strongly recommends the approval of both the Irish Heritage Center and St. Dominic’s Family Housing. Staff looks forward to working with both these projects to ensure their continued success.

X. MOTIONS FOR THE BOARD TO CONSIDER

On the basis of plans and material submitted by the applicant and on the basis of information contained in Planning Report #59-02 relevant to the standards of Site Plan, Subdivision and Historic Preservation Review and the Conditional Use Standards of the R-6 zone, the Planning Board finds:

Unit 1- St. Dominic’s Family Housing

- i. That the proposed development is/is not in conformance with the Subdivision Ordinance of the Land Use Code

Potential Conditions of Approval:

- 1. *-that the subdivision plat be amended to include the book and page numbers of referenced deeded easements.*

- ii. That the proposed development is/is not in conformance with the Site Plan Ordinance of the Land Use Code

Potential Conditions of Approvals:

- 1. *-that a copy of an executed license agreement be reviewed and approved by Corporation Counsel.*

2. *-that the condominium documents will be reviewed and approved by Corporation Counsel.*
- iii. That the plan (meets/fails to meet) the Standards for Review of Construction and the Standards for Review of Alterations of the Historic Preservation Ordinance.

Unit 2- Irish Heritage Center

- i. That the proposed development is/is not in conformance with the Site Plan Ordinance of the Land Use Code

Potential Conditions of Approvals:
- ii. The proposed lighting plan (will not/will) produce unacceptable levels of glare and/or light trespass and therefore the Site Lighting Standards for this application (are/are not) waived.
- iii. That the plan (meets/fails to meet) the Standards for Review of Construction and the Standards for Review of Alterations of the Historic Preservation Ordinance.
- iv. That the plan is/is not in conformance with the Conditional Use Standards of the Land Use Code.

Attachments:

1. Application with proposed floorplans, Irish Heritage Center
2. Application, St. Dominic's Family Housing
3. Explanation for Creation of Condominium
4. Catholic Charity's letter of support/intent to amend site plan
- 4b Catholic Charity's confirmation of willingness to grant license, 9-10-2002
5. Water Capacity, 6-04-2002
6. Sewer Capacity, Center, 6-04-2002
- 6b. Memo from Larry Ash concerning Parking Lot Configuration
7. Lighting Catalog Cuts
8. Irish Heritage Center, Budget Narrative and Construction Budget,
9. Financial Analysis, St. Dominic's Family Housing
10. City Council Orders
11. Purchase and Sale Agreements, July 2002
12. Irish Heritage Center Neighborhood Meeting Minutes and Attendance Sheet
- 12b. St. Dominic's Family Housing Neighborhood Meeting Minutes and Attendance Sheet
13. Standards for Conditional Use in all Zone Districts
14. Irish Heritage Center Parking Management Plan with attached letters of commitment.
15. St. Lawrence Community Arts Center Parking Management Plan

16. Landscape Memo, Jeff Tarling, 10-02-2002
17. Letter from Abutter, Patrick Costin, 7-02-2002
18. Engineering Memo, James Seymour, 10-01-2002
19. Zoning Memos, Marge Schmuckal, 9-23-2002 and 9-24-2002
20. Historic Preservation Letter of Recommendation
21. Historic Preservation Report, Irish Heritage Center, 26-02
22. Historic Preservation Report, St. Dominic's Family Housing, 36-02
23. Fire Department Approval,
24. Property Survey
25. Subdivision Plan
26. Site Plan with Elevations and Floorplans for the St. Dominic's Family Housing
27. Condominium Plat
28. Catholic Charities (formerly Amity Center) approved site plan

4.12

THE IRISH HERITAGE CENTER

OUR MISSION:

The Irish Heritage Center is dedicated to protecting, preserving and revitalizing the Saint Dominic's Church for community use.

The Irish Heritage Center was formed by members of the Irish American Club and the Foundation for the Preservation of Saint Dominic's. Each member brings various forms of experience and skills which, when combined, strengthens our ability to achieve the shared goals we have developed for the center. Together we comprise a unified board of directors with no political or religious agenda. We seek to renovate and revitalize the former Saint Dominic's Church building so it will serve as a center for a broad range of community enrichment programs.

Our board members strongly believe that the Irish Heritage Center will become a vital home for the Irish community. We are pleased that it will also provide a multi-purpose gathering space open to all other ethnic and cultural groups, private individuals, non-profit organizations and businesses. Rental space will be offered at full price, for free, or at reduced rates dictated by criteria to be developed by the board of directors.

The Irish Heritage Center will be the permanent home of historic artifacts and documents related to the creation and operation of Saint Dominic's, charting its rich history as a vibrant community church. It is our intention to establish this memorial library and dedicate it to the founders and former parishioners of this congregation. Irish treasures including oral history tapes, films, books, articles and photographs that are currently scattered in multiple private locations in the state will also be stored there. These materials will be accessible in public displays, to be used by pleasure seekers and researchers alike. For those interested in researching their family history, a simple genealogy center will be created. Patrons may contribute their ancestral chart in a computer data bank for easy cross reference by relatives.

Along with the library, much anticipated office and meeting space will be offered for interested tenants. The Irish American Club, which now includes over five hundred members, will be welcome to utilize meeting spaces for their many functions. Irish culture will be promoted through events such as dance and language classes, lectures, workshops, movies, dinners and various holiday celebrations. A small gift shop, boasting quality Irish wares, will be open year round to the public.

The Irish Heritage Center will offer the public rental spaces of all sizes ranging from the intimacy of a small board room to the expansiveness of the sanctuary. Samples of interest include: seminars, conferences, workshops, wedding receptions, graduation parties, family gatherings, dinners and bingo games. For "regulars", storage lockers will be provided and additional bathrooms will accommodate maximum usage of the IHC. The basement of the IHC is suitable for non-profits or businesses to rent customized office space for their specific needs.

Another goal is to establish a performing arts center within the sanctuary. A moveable stage that can be converted from the traditional stage setup to a "theater in the round" is being designed. The pews will be cushioned and mobile, yet kept as a prominent feature of the IHC. The remarkable acoustics of the sanctuary can only enhance any performance that occurs there. Reception space will promote the themes of the renters through the optional use of rotating art exhibits, displays and handouts. The historic integrity of the building, including the elegance of the sanctuary, will remain intact in keeping with the dictates of the Maine Historic Preservation Society and Portland Landmarks.

Finally, the Board will set and post a schedule for public tours of the Irish Heritage Center. The addition of an accessible street entrance and an elevator will insure ADA compliance and welcome all guests. Visitors and tenants will be able to enjoy a meditation garden that will be adjacent to the IHC. An Irish related statuary, enhanced by benches, will accent this meditative spot for quiet conversation or contemplation.

Members in and out of the community will be able to experience the serenity that envelops each visit to the sanctuary. They will take delight in exploring Irish history in Maine, or their personal Irish family history through the many venues available in the museum and library. They will gain knowledge of the significance of the Irish people that chose Portland as their home when they emigrated from the Emerald Isle. The board of the Irish Heritage Center hope that visitors will walk away with a shared enthusiasm and appreciation that this historically significant landmark in Portland, Maine is once again a vibrant, functioning sector of the community.

IHC PARKING MANAGEMENT PLAN

Revised 9/16/02

The Irish Heritage Center (IHC) has created a thoughtful, extensive parking management plan to address the limited parking availability in the neighborhood. This plan is described in two sections: Section A is for daily use and small events which will comprise **the majority** of functions at the IHC, and; Section B addresses larger, capacity filled events which will be fewer in number and normally occurring on weekend days and/or weekend nights.

Section A. *Daily Operations:*

When the IHC is fully operational in late 2003, it will be staffed by two people, an Executive Director and a Bookkeeper/Events Coordinator. Daily hours of operation will be 9:00 a.m.-5:00 p.m. There are no parking spaces located onsite for staff.

Evening events will be restricted to the lower level of the IHC for the first six-twelve months of operation, depending upon the construction timetable. The first floor capacity is 150 persons. The average number of persons attending functions on the Lower Level will range from twenty-five to fifty. This includes IHC Board meetings, Irish American Club board meetings, Irish language classes, Irish dance classes, Irish book club meetings and small group functions by other non-profit organizations. Functions that may draw capacity numbers in this space include community (neighborhood) dinners, fundraising dinners, Senior Bingo for residents of 100 State Street (located literally across the street) and small concerts or theater productions.

The City requires a 1-6 ratio for parking. At 150 persons, the requirement is 25 spaces. These are available at the adjacent parking lot owned by Catholic Charities Maine, which has a capacity of 34. (See attached letter.) In addition to the CCM lot, the following sites are within ten minutes walk to the IHC:

a. Reiche School	23-40 spaces
b. St. Elizabeth's Child Care Center	13 spaces (evenings and all weekends)
c. 268 Spring Street	8 spaces (home of Betty Pomeroy)
TOTAL	44
TOTAL with CCM Lot	78

Section B. *Large Events:*

The sanctuary space, located on the second level, has a seating capacity of 350 persons. This space will be available for concerts, theater performances, weddings, funerals, storytelling festivals, Irish folk festivals and public education forums. Events of this size, with the exception of funerals, will have long lead times for scheduling. The parking plan for these events will include shuttle services from off site parking lots to the IHC in a pre-planned, coordinated arrangement. Guests will have free shuttle services, which will be paid for by a surcharge included in ticket prices. Arrangements for shuttle services will be designed on a case by case basis per event. The shuttle drop off and pick up area will be determined by Larry Ash, City Traffic Engineer, who has agreed to work with the IHC. (See attached letter)
Example: A wedding party will sign a contract with the IHC that specifies the number of guests that will be attending the wedding. Shuttle services will accommodate the need and will be scheduled as required by the contracted party. Additionally, all guests will be encouraged to carpool.

In the case of a concert, ticket sales will include a list of shuttle pickup places and times, and attendees will be asked to sign up for free shuttle services. The Box Office will keep track of all shuttle reservations. ALL guests for ALL events will be informed that street parking is limited and that shuttle services are available.

Parking Sites include:

- *All those listed in Section A for a total of 78.
- *PROP parking lot at Cumberland Ave. with 35 spaces (weekends) less than 10 minute shuttle
- *City of Portland International Ferry Terminal (Nov-May) 50-250 spaces /less than 10 minute drive
- *Bubba's Lounge, 96 Portland Street (year round, evenings & weekends) 60 spaces/less than 10 minute drive
- *Cheverus High School (year round evenings & weekends) 70 spaces 10-15 minute drive
- *Portland Fish Pier (year round, evenings & weekends) 150 spaces/10minute drive
- *Metered parking spaces at Spring & High Street Lot (first come, first serve day or evening) less than 10 minute walk
- *On street parking on Pleasant Street, Congress Street and State Street (first come, first serve, day or evening) less than 10 minute walk

Transportation To The IHC Shuttles:

Portland West has agreed to provide three fifteen passenger vans, with drivers, for events to be contracted between PW and the IHC on a per event basis. Each van will accommodate 14 passengers and one driver. The vans will service any parking area listed above.

Cheverus High School has agreed to provide one fifteen passenger van and driver for events to be contracted on a per event basis. This van will provide delivery to and from Cheverus High.

As suggested by the Planning Board at the Informal Workshop held on 9/10, the IHC contacted the Portland Expo, Mr. Frank LaTorre, to obtain a written copy of their parking management plan for Seadogs games. We were advised that no such plan exists. We contacted the St. Lawrence Arts and Community Center and have modeled our plan on their approved document.

Other:

The IHC will evaluate the parking management plan as part of its ongoing operations. Every effort will be made to work with residents of the immediate neighborhood and the city to incorporate ideas or new solutions to parking related issues. Thank you.

St. Elizabeth's Child Development Center

Bishop Joseph J. Gerry
O.S.B.
President

Michael R. Poulin
Esq.
Chairman

Gloria A. Dugan
ACSW, LCSW
Executive Director

Lori Freid Moses, MPA
Program Director

September 17, 2002

Ms. Maureen Coyne Norris
President
Irish Heritage Center
PO Box 7588
Portland, ME 04112-7588

Dear Ms. Coyne Norris:

I am writing to you at the request of Dan Murphy regarding parking spaces at St. Elizabeth's Child Development Center, located at 87 High Street in Portland. Typically, we are open from 7:00 – 5:30 p.m. Monday through Friday. We do have 13 parking spaces that are available on nights and weekends when we do not have any meetings scheduled. If the Irish Heritage Center would call in advance, we would confirm that there were no scheduling conflicts and that parking is available for their use. Also, we would ask that if there is a snow storm in progress, we would need to keep the parking lot free so that we could have it plowed.

I hope this is the information that you need.

Sincerely,



Lori Freid Moses
Program Director

ACCREDITED



Central Services

Bishop Joseph J. Gerry
O.S.B.
President

Patricia M. Collins
Chairperson

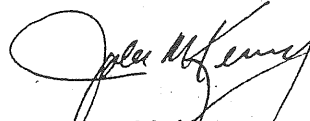
John M. Kerry
Chief Executive Officer

May 23, 2002

To whom it may concern:

Catholic Charities Maine recognizes that the Irish Heritage Center (IHC) is negotiating with the City of Portland to purchase 34 Gray Street. Six dedicated parking spaces border the back of the former girl's school and the sanctuary of the former St. Dominic's Church, which will be owned by the IHC once the sale is completed. Although Catholic Charities Maine has easement rights to this parking area, we agree that the IHC will be the primary user of those parking spaces.

Sincerely,


John M. Kerry
Chief Executive Officer

ACCREDITED



COUNCIL ON ACCREDITATION
OF SERVICES FOR FAMILIES
AND CHILDREN, INC.

JMK/maf



United Way

Central Services

Bishop Joseph J. Gerry
O.S.B.
President

May 13, 2002

Patricia M. Collins
Chairperson

John M. Kerry
Chief Executive Officer

Irish Heritage Center
c/o Linda Hogan
P.O. Box 1106
Portland, ME 04104

Dear Linda:

Catholic Charities Maine supports the efforts of your organization to develop an Irish Heritage Center in the St. Dominic's Church building. We commit that our twenty-nine (29) parking spaces in our lot at 66 State Street can be used by patrons of events held at the Center during hours in which tenants of our facility are not in operation. Please arrange to finalize details of this agreement with our Program Director, Don Harden.

I wish you well in your efforts to undertake this very worthwhile project.

Very truly yours,



John M. Kerry
Chief Executive Officer

JMK/maf

ACCREDITED



United Way

Portland Public Schools

4.19

Administrative Offices
331 Veranda Street, Portland, Maine 04103-5599
207-874-8100



May 8, 2002

Linda Hogan
Irish Heritage Center
P. O. Box 7588
Portland, ME 04112-7588

Dear Ms. Hogan:

This letter is in response to yours of May 6, 2002 and provides additional information to my previous letter of April 26, 2002. Both letters are attached.

As we discussed on the phone, there are approximately 55 parking spaces serving Reiche School. In addition, the school Principal advises that 50%-60% of those spaces are used by the community during non-school hours, including weekends. Based on that information, approximately 23 parking spaces could conceivably be available for use by the Irish Heritage Center.

The procedure for processing an agreement, addressed in my original letter, will still have to be followed.

I hope this information is helpful.

Sincerely,

A handwritten signature in dark ink, appearing to read 'H. J. Dresch', written over a circular stamp or mark.

H. J. Dresch, P. E.
Facilities & Property Services Manager

Copy: Mary Jo O'Connor, Superintendent of Schools
Jonathan Spence, Planning Dept.
Ken Kunin, Principal, Reiche School
Charles Lane, Corporation Counsel

4.20

September 24, 2002

Ms. Linda Hogan, Project Director
Irish Heritage Center
PO Box 7588
Portland ME 04112-7588

Dear Linda:

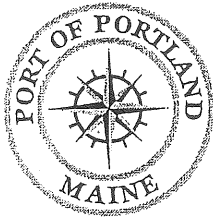
This letter is written to offer PROP's full cooperation in assisting with the parking management plan for the Irish Heritage Center.

PROP has 42 parking spaces available every weekend (Friday night through Sunday night) year round. With the exception of shared use by Sacred Heart Church for one-two hours only on Sunday mornings, the lot remains empty. We are happy to offer our lot for overflow parking whenever large weekend events are scheduled at the Irish Heritage Center. Other drivers can easily carpool to the IHC from our lot, which will relieve parking demands for street spaces within the immediate IHC neighborhood.

PROP remains very pleased and supportive of the exciting, multi-use design for the Irish Heritage Center. It will be wonderful to see the building brought back to life and returned to our community.

Sincerely,

Grant R. Lee
Executive Director



CITY OF PORTLAND, MAINE
DEPARTMENT OF PORTS & TRANSPORTATION

4, 21

May 24, 2002

Ms. Linda Hogan, Director
Irish Heritage Center
P.O. Box 7588
Portland, ME 04112-7588

RE: *Parking Availability*

Dear Ms. Hogan:

I am writing this letter in response to your recent inquiry about the availability of parking at any of the City's waterfront facilities for events that you may have at the Irish Heritage Center. While parking is very limited and at a premium on the waterfront these days, we could potentially accommodate evening event parking at two of our facilities.

The parking lots on the Fish Pier are often underutilized during evenings and weekends. We may be able to accommodate evening and weekend parking for up to 150 cars on the Fish Pier, therefore, for an evening or weekend events. This event parking could potentially be available year-round. We would either charge on a per car basis or could discuss the possibility of leasing you a set number of spaces for a flat fee.

In addition, we often have availability at our International Marine Terminal (IMT) facility during the off-season, from approximately November 1st through May 15th, when the Scotia Prince Ferry is not making its seasonal runs between Portland and Nova Scotia. While the parking lot at the IMT is usually filled with cargo containers during this off-season, we often do have the queuing lanes area available for most of the winter months. This area is used for snow collection and can sometimes be unavailable if we are having a lot of snowfall in the winter months, but parts can usually be kept clear enough to accommodate some parking, particularly for a one-time event. This area could potentially accommodate 50 – 250 vehicles. Like the Fish Pier, we could charge for this parking on either a per car or bulk basis.

I hope this information is helpful as you consider your development and operations planning. Please feel free to contact me if I can be of any additional assistance.

Sincerely,

David L. Cohan
Waterfront Property Manager

Cc: Jeffrey W. Monroe, Director
Benjamin Snow, Marine Operations Manager

Ltr052402a

4.22

May 22, 2002

Ms. Linda Hogan
Project Director
Irish Heritage Center
PO Box 7588
Portland, ME 04112-7588

Dear Ms. Hogan,

This letter is written to confirm the availability of 60 parking spaces for the Irish Heritage Center at my extended lot on 92 Portland Street, Portland, ME.

These spaces are available week nights after 5:30 p.m. and all day on weekends, at no charge to your non-profit organization.

I support the efforts of the Irish Heritage Center and wish you well with this great project.

Sincerely,



Robert Larkin
92 Portland St.
Portland, ME 04101

4.23

Ms. Betty Pomeroy
268 Spring Street
Portland, ME 04102

May 21, 2002

Ms. Linda Hogan
Project Director
Irish Heritage Center
PO Box 7588
Portland, ME 04112-7588

Dear Linda,

I am writing to offer the use of eight parking spaces located in the neighborhood of the former St. Dominic's Church. My property is 268 Spring Street, which is within walking distance of the building and can be used nights and weekends for events offered by the Irish Heritage Center.

I am the Vice President of the Irish American Club and very excited about the IAC's plans to hold programs and events at the former St. Dominic's Church, especially since the building was built by Irish immigrants. I believe re-opening the building as a community center will be good for the neighborhood, and for the city.

Please let me know if there is anything else I can do to support the project.

Sincerely yours,



Betty Pomeroy

Portland Public Schools

4.24

Administrative Offices

331 Veranda Street, Portland, Maine 04103-5599
207-874-8100

April 26, 2002

Linda Hogan
Irish Heritage Center
P. O. Box 11106
Portland, ME 04106



Dear Ms. Hogan:

You called asking us to provide you with a letter regarding the availability of parking at Reiche School.

Approximately 55 parking spaces exist at Reiche School among the two developed areas on Brackett Street and the one on Clark Street. They are presently designated "No Parking Except for School Dept. Employees During School Hours." It is the Principal of Reiche School's understanding that the community uses 50% - 60% of those parking spots during non-school hours, including weekends; some, obviously, are used for the Community Center and Library at Reiche. Because of this, we cannot guarantee that any specific number of spaces would be available for your use.

Portland Public Schools has entered into a use agreement with the Friends of St. Lawrence whereby they use the Adams School parking lot. We could enter into a similar agreement for the use of the Reiche lots, but I would not want such an agreement to cause a negative reaction in the community because of the loss of access to the lots. The parking issue is one that needs to be specifically addressed during Planning Board review so that the public will be fully aware of the situation and impact.

Any agreement would be subject to the review and approval of Reiche's Principal as well as the City's Corporation Counsel, and would ultimately be signed by our Superintendent of Schools.

I hope this information is useful as you make plans for the Irish Heritage Center. Please call me at 874-8126 if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "H. J. Dresch", written over a horizontal line.

H. J. Dresch, P. E.
Facilities & Property Services Manager

Copy: Mary Jo O'Connor, Superintendent of Schools
Jonathan Spence, Planning Dept.
Ken Kunin, Principal, Reiche School
Charles Lane, Corporation Counsel

CHEVERUS
The Jesuit College Preparatory School of Maine

4.25

30 May 2002

The Irish Heritage Center
P.O. Box 7588
Portland, MAINE 04112

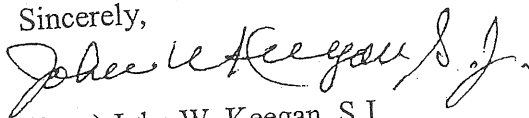
To whom it may concern:

I hereby give permission to patrons of the Irish Heritage Center to use up to seventy (70) Parking spaces at Cheverus High School for weekday evening events and for Saturday or Sunday afternoons according to availability in light of events scheduled at Cheverus High School.

I would request that prior notice be given to Cheverus on the specific dates that the Parking will be needed or utilized at the school.

Cheverus High School is happy to support the efforts of those who are establishing and supporting the Irish Heritage Center.

Sincerely,



(Rev.) John W. Keegan, S.J.
President

September 23, 2002

Mr. Larry Ash
Portland Traffic Engineer
City of Portland
389 Congress Street
Portland, ME 04101

Dear Mr. Ash:

This letter is written as follow-up to your conversation with Jonathan Spence regarding drop off parking, on a case by case basis, for Irish Heritage Center (IHC) events to be held at 34 Gray Street in Portland. The IHC is excited about working with you and your office to investigate possible drop off areas for our shuttle vans.

The IHC is in the process of purchasing the former St. Dominic's Church. Our plan calls for a year of renovation work, with an anticipated opening in late fall of 2003. There will be occasions when concerts, theater production or weddings may draw capacity seating (350 persons). Our parking management plan includes shuttle vans that will transport guests from off site parking lots to the IHC. These events will be held primarily on weekends, during day or evening hours, and there may also be an occasional mid week event.

The IHC looks forward to working closely with you and other members of your staff to explore shuttle drop offs for our events. Thank you for your assistance with this issue. Our schedule of events will be published weeks in advance of every function; therefore we would be happy to present our schedule for your review on a case by case basis.

Thank you for your assistance with this request. If you have additional questions about the Irish Heritage Center's operation, or this request, I can be reached at 775-5746.

Sincerely,

Linda Hogan
Project Director

4.29
AH. 12

IRISH HERITAGE CENTER
NEIGHBORHOOD MEETING
MINUTES

Date Held: Tuesday, May 28, 2002
Location: 100 State Street
Invitation List: Provided by Portland City Hall
Attendees: List attached
Time: 6:35 p.m. to 7:49 p.m.

Opening remarks by Maureen Coyne Norris, IHC Board President. Board members Jim Walsh, David Soule & Bob Kearney introduced; Chris Cavendish of TFH Architects, David Garrity of Board Advisory Committee.

1. Linda Hogan. Overview of project. History of St. Dominic's as more than a church; a community center. Planned use for Sanctuary and Lower Levels described. Sanctuary: concerts, theater, weddings, funerals, film festivals, public forums, festival masses.

Lower Level: Bingo, dinners, receptions, Irish American Club meetings, community programs, non-profit meeting space, offices. The IHC is returning St. Dominic's to the community. (Applause.)

2. TFH: Walked through designs for the renovation, emphasizing community spaces. Started with Lower Level and updated changes from last public meeting, i.e. no wall in Lower Level, added Meditation Garden, new bathrooms, LULA. Upstairs pews on castors will provide for the use of different functions. Upstairs is larger for other uses such as theater, open for dances (Ceili, contra). Option could be Theater In The Round, moveable stage and individual sections.

Question: Funerals? Assured by Jim Walsh that funerals can occur there even though it's no longer a Catholic Church. Ministers and priests can hold funerals anywhere now.

Question: Parking: Will there be problems in receiving money (grants) for religious "stuff". Answer Linda Hogan: The IHC is not a church and won't seek grant money for religious purposes.

3. Parking Plan: Linda reviewed the parking space plan.

- a. 6 spaces IHC
- b. 29 spaces Catholic Charities Maine
- c. 23 Reiche School (can be more when available)
- d. 8 spaces at 268 Spring Street (Betty Pomeroy)
- e. Total: 66 spaces; only 26 required. Only 2 needed for staff and 2 for guests.
- f. Shuttle options: Cheverus High School; 70 spaces; Bubba's Lounge, 60 spaces; Knights of Columbus in South Portland, 25 spaces; Portland Fish Pier; 150 spaces; Portland International Ferry Terminal 50-250 (November -May)

Cheverus will provide a bus or van; Portland West has offered a van for shuttles.

Assured everyone that the IHC is still looking for options closer to St. Dominic's and is very concerned about parking for the IHC and the neighborhood.

4. Financial Plan: Linda Hogan reviewed fundraising to date.

- a. Pro Bono or reduced fees provided by TFH Architects and Jensen-Baird Law Firm. Volunteers already contributed \$10,000 in paint, painting and supplies for the Lower Level. More volunteers have pledged to do the bathrooms. Potential \$100,000 in-kind already.
- b. Irish American Club has contributed \$50,000 in a no-interest loan.
- c. PROP-Portland West will contribute \$50,000, through the City, when they purchase the school.
- d. IHC is eligible to apply for City HCD funding for \$100,000 this fall (spring award.)
- e. Historic Preservation Grants, state and federal, have been identified and will be supported by the Maine Historic Preservation Commission and Greater Portland Landmarks..
- f. Economic Development Initiative funds (federal) have been identified. (2003)
- g. 30 local and state foundations, have been identified. Working with Maine Community Foundation and The Maine Grantsmanship Center. Friends helping.
- h. In-kind. Strong support through the Irish American Club and the Foundation for the Preservation of St. Dominic's. The IHC has a large base with multiple themes for funding (community center, historic preservation, museum, arts center, Irish)
- i. Banks have interest. Sale of Historic Tax Credits could be \$350,000-\$600,000.
- j. The IHC will be open to all. Plans are fluid and will respond to community.

Question: Handicap accessibility? Yes. We will comply with ADA, have a LULA for the Lower Level and Sanctuary.

Question: Fire escape staying on school side? Yes. Not for the IHC property.

Question: What's the next step? City Council full vote on June 3rd; Historic Preservation on June 5th; Planning Board on June 11th.

Question: How will the IHC be heated? Oil, with remaining tanks. School will have gas.

Comments: David Garrity: Greater Portland Landmarks has offered its mailing list of 2000 members, for fundraising. Wanted to remind everyone that many events will be small in size, for neighbors who can walk (such as Bingo) with 25 people, not the maximum of 300. Linda gave examples of walking craft fairs, meetings, etc. Spoke of working with Victoria Mansion to combine walking tours during holiday seasons.

Question: How will the shuttle system work? IHC will work with wedding parties to determine size of guest list and offer options. People don't have to use shuttle; can't control everybody. IHC is making good effort.

Question: Bar? No bar, but per diem licenses for functions is standard; maybe BYOB for some events.

Comment: Dan Murphy suggested pursuing St. Elizabeth's Child Care Center for 13 parking spaces nights and weekends there. Linda will follow up.

Question: Everett asked about helping the seniors at 100 State Street with shuttle buses for their events. Discussion about RTP, Metro. Linda will follow up with Everett.

Question: Nancy Merrow. What is a Festival Mass? Explained she's not Catholic. Jim Walsh described as an occasional, holiday mass such as St. Patrick's Day. Can be special event, fundraiser, many reasons.

Comment: Will the IHC still be a church. Linda: NO! Not a church!

Question: Will there be a janitor? Yes!

Comment: Dan Murphy spoke of growing up on Brackett Street and walking to St. Dom's for neighborhood events. Happy the church is being restored; excited about the prospect of returning it to the community. (Applause from audience.)

Question: When will the IHC be open? Begin renovations this summer, doing fundraising, work in stages. Hope to have functions in the next year.

Comment: Nancy Merrow: What is the board composition? How many Catholics on board? Linda explained the board has 9 seats; 6 from the Irish American Club and 3 from St. Dom's. Nancy commented that she never saw people use the church when it was open, poor attendance. Jim Walsh said 4,000 in heyday; 300 when it closed. Jim explained the Diocese's decision to close the church was controversial with parishioners.

Question: Will there be lots of community dinners? YES! (Applause)

Question: How does Bingo work? Linda read part of a report by Susan Flaherty that described power ball, card pricing and pay outs.

End of questions and comments. Meeting adjourned at 7:49 p.m.

State of Maine



Department of the Secretary of State

I, the Secretary of State of Maine, certify that according to the provisions of the Constitution and Laws of the State of Maine, the Department of the Secretary of State is the legal custodian of the Great Seal of the State of Maine which is hereunto affixed and that the paper to which this is attached is a true copy from the records of this Department.

In testimony whereof, I have caused the Great Seal of the State of Maine to be hereunto affixed. Given under my hand at Augusta, Maine, this second day of March 2005.



MATTHEW DUNLAP

Secretary of State

5-2

DOMESTIC
NONPROFIT CORPORATION
STATE OF MAINE
ARTICLES OF AMENDMENT

Minimum Fee \$5.00 (See §1401)

File No. 20020292ND Pages 2
Fee Paid \$ 5
DCN 2041981500006 LNME
FILED
07/13/2004

Julie R. Flynn
Deputy Secretary of State

A True Copy When Attested By Signature

Deputy Secretary of State

Irish Heritage Center
(Name of Corporation)

Pursuant to 13-B MRSA §§802 and 803, the undersigned corporation executes and delivers the following Articles of Amendment:

FIRST: ("X" one box only.) public benefit corporation mutual benefit corporation

SECOND: Describe NATURE OF CHANGE (i.e. change in name of corporation, purpose, number of directors, adding or deleting section or revision of section, etc.) as well as TEXT of amendment. Attach additional pages as needed.

The name of the Irish Heritage Center has been
changed to "Maine Irish Heritage Center".

5.3

THIRD: (*X* one box only.) The amendment was adopted on (date) January 27, 2004 as follows:

- By the members at a meeting at which a quorum was present and the amendment received at least a majority of the votes which members were entitled to cast.
- (If the Articles require more than a majority vote.) By the members at a meeting at which the amendment received at least the percentage of votes required by the Articles of Incorporation.
- By the written consent of all members entitled to vote with respect thereto.
- (If no members, or none entitled to vote thereon.) By majority vote of the board of directors.

FOURTH: The address of the registered office of the corporation in the State of Maine is P.O. Box 7588
Portland, ME 04112 - 7588
(street, city, state and zip code)

DATED 7/8/04

*By *Michelle A. Doyle*
(signature)
Michelle A. Doyle Secretary
(type or print name and capacity)

**MUST BE COMPLETED FOR VOTE
OF MEMBERS**

I certify that I have custody of the minutes showing the above action by the members.

Michelle A. Doyle
(signature of clerk, secretary or asst. secretary)

*By _____
(signature)

(type or print name and capacity)

*This document MUST be signed by
(1) the Clerk or Secretary OR
(2) the President or a vice-pres. together with the Secretary or an ass't. sec., or a 2nd certifying officer OR
(3) if no such officers, then a majority of the Directors OR
(4) if no such directors, then the Members.

Please remit your payment made payable to the Maine Secretary of State.

SUBMIT COMPLETED FORMS TO: CORPORATE EXAMINING SECTION, SECRETARY OF STATE,
101 STATE HOUSE STATION, AUGUSTA, ME 04333-0101
FORM NO. MNPCA-9 Rev. 1/1/2003 TEL. (207) 624-7740

5.4

DOMESTIC
NONPROFIT CORPORATION
STATE OF MAINE

ARTICLES OF AMENDMENT

Minimum Fee \$4.00 (Rev 8/1/81)

File No. 20020292ND Pages 4
Fee Paid \$ 5
DCN 2033431500013 AMEN
FILED
12/02/2003

Julie A. Flynn
Deputy Secretary of State

A True Copy When Attested By Signatory

Deputy Secretary of State

Irish Heritage Center
(Name of Corporation)

Pursuant to 13-B M.R.S.A. §§802 and 803, the undersigned corporation executes and delivers the following Articles of Amendment:

FIRST: (*X* one box only.) public benefit corporation mutual benefit corporation

SECOND: Describe NATURE OF CHANGE (i.e. change in name of corporation, purpose, number of directors, adding or deleting section or revision of section, etc.) as well as TEXT of amendment. Attach additional pages as needed.

1. Article III, Sec 1 - expand maximum number of board members to fifteen (15)

2. Article III, sec 3 - require ~~vacancies~~ vacancies on the Board of Directors to be filled within sixty (60) days.

3. Article IV, Sec 1 - delete text

4. Article V, Sec 1 - delete text

The text of the amendments is attached herewith.

5.5

THIRD: ("X" one box only.) The amendment was adopted on (date) 24 June 2003 as follows:

- By the members at a meeting at which a quorum was present and the amendment received at least a majority of the votes which members were entitled to cast.
- (If the Articles require more than a majority vote.) By the members at a meeting at which the amendment received at least the percentage of votes required by the Articles of Incorporation.
- By the written consent of all members entitled to vote with respect thereto.
- (If no members, or none entitled to vote thereon.) By majority vote of the board of directors.

FOURTH: The address of the registered office of the corporation in the State of Maine is 34 Gray Street,
P.O. Box 7588, Portland ME 04112-7588
(street, city, state and zip code)

DATED 16 Sept 2003

**MUST BE COMPLETED FOR VOTE
OF MEMBERS**

I certify that I have custody of the minutes showing
the above action by the members.

Michelle A. Clark
(signature of clerk, secretary or asst. secretary)

9/16/03

*By *[Signature]*
(signature)
Thomas R. [Name] President
(type or print name and capacity)

*By *[Signature]*
(signature)
Michelle A. Doyle, Secretary
(type or print name and capacity)

- *This document MUST be signed by
- (1) the Clerk or Secretary OR
 - (2) the President or a vice-pres. together with the Secretary or an ass't. sec., or a 2nd certifying officer OR
 - (3) if no such officers, then a majority of the Directors OR
 - (4) if no such directors, then the Members.

Please remit your payment made payable to the Maine Secretary of State.

SUBMIT COMPLETED FORMS TO: CORPORATE EXAMINING SECTION, SECRETARY OF STATE,
101 STATE HOUSE STATION, AUGUSTA, ME 04333-0101
TEL. (207) 624-7740

FORM NO. MNPCA-9 Rev. 1/1/2003

5.6

Rev. June 2003

**IRISH HERITAGE CENTER -
Summary of Changes to BY-LAWS
Attachment to Articles of Amendment**

**ARTICLE III
Board of Directors**

Section 1. Number and Qualifications. The business and affairs of the Corporation shall be managed by a Board of not fewer than four (4) or more than fifteen (15) Directors. Directors need not be residents of the State of Maine.

Section 3. Vacancies. Any vacancy occurring in the Board of Directors, either by increase in the number of directors or otherwise, shall be filled by the Irish-American Club or the Foundation for the Preservation of St. Dominic's, by turn, and in proportion to their respective rights to membership on the Board of Directors within sixty (60) days of the vacancy. A Director elected or chosen to fill a vacancy shall serve for the term for which he or she is elected, or for the unexpired term of his or her predecessor in office, and until his or her successor is elected and qualified. Any increase or decrease in the number of Directors shall be done in groups of three unless the sitting Directors otherwise agree by a majority vote.

ARTICLE IV

The Officers

Section 1. Officers. The officers of the Corporation shall consist of a President, a Vice President, a Treasurer, a Secretary, and a Registered Agent and such other officers and agents as may be deemed necessary by the Board of Directors. Any two or more offices may be held by the same person. The officers shall be elected annually by the Board of Directors and shall serve until their successors are elected and qualified. ~~One year of service on the Board of Directors is required before a person is eligible to run for office.~~

5.7

Rev. June 2003

ARTICLE V
Contracts, Checks, Deposits and Funds

Section I. Contracts. The Board of Directors may authorize any officer or officers, agent or agents of the corporation, in addition to the officers so authorized by these By-laws, to enter into any contract or execute and deliver any instrument in the name and on behalf of the Corporation, and such authority may be general or confined to specific instances. In the absence of such determination by the Board of Directors, such instruments shall be signed by the President ~~and the Secretary~~.

5.8

NONPROFIT CORPORATION
 STATE OF MAINE
 NOTIFICATION BY REGISTERED AGENT
 OF CHANGE IN CURRENT NAME
 or REGISTERED OFFICE

Filing Fee \$5.00 for each corporation listed

File No. 20020292ND Pages 2
 Fee Paid \$ 5
 DCN 2033014400008 RO
 FILED
 10/27/2003

Julie A. Flynn
 Deputy Secretary of State

A True Copy When Attested By Signature

Deputy Secretary of State

Pursuant to 13-B MRSA §305.3 or §1212.2-A., the undersigned registered agent for one or more corporations gives notice of the following change in name of current registered agent or registered office in the State of Maine for each corporation listed in item FIFTH:

FIRST: Current name of registered agent appearing on the record in the Secretary of State's Office _____

Michelle A. Doyle

SECOND: New name of current registered agent, if name has changed N/A

THIRD: Address of former registered office:

34 Park Street, Portland ME 04101
(street, city, state and zip code)

FOURTH: Address of new registered office:

34 Gray Street, Portland ME 04101
(physical location - street (not P.O. Box), city, state and zip code)
P.O. Box 7588, Portland ME 04112-7588
(mailing address if different from above)

FIFTH: The undersigned, registered agent of the following corporation(s), has notified each corporation of the above change.

Name of Corporation	Jurisdiction of Incorporation if not Maine
<u>Irish Heritage Center</u>	

Names of additional corporations attached hereto as Exhibit _____, and made a part hereof.

5.9

DATED 16 Sept 2003

Michelle A. Doyle
(signature of registered agent)

Michelle A Doyle
(type or print name)

(name of corporation)

By _____
(signature)

(type or print name and capacity)

By _____
(signature)

(type or print name and capacity)

*If the registered agent is a person, it must be manually signed.
*If the registered agent is a domestic corporation, the name of the corporation should be typed or printed and this document **MUST** be signed by

- (1) the Clerk or Secretary OR
- (2) the President or a vice-pres. together with the Secretary or an ass't. sec., or a 2nd certifying officer OR
- (3) if no such officers, then a majority of the Directors OR
- (4) if no such directors, then the Members.

*If the registered agent is a foreign corporation, the name of the corporation should be typed or printed and this document **MUST** be signed by any duly authorized individual.

SUBMIT COMPLETED FORMS TO: CORPORATE EXAMINING SECTION, SECRETARY OF STATE,
101 STATE HOUSE STATION, AUGUSTA, ME 04333-0101
TEL. (207) 624-7740
FORM NO. MNPCA-3B Rev. 4/16/2001

5.10

DOMESTIC
NONPROFIT CORPORATION

STATE OF MAINE

ARTICLES OF INCORPORATION

File Fee \$20.00
 F/W No. 20020292ND Pages 3
 Fee Paid \$ 20
 DCN 2020031500003 ARTI
 -----FILED-----
 12/31/2001

Julie R. Lyons
 Deputy Secretary of State

A True Copy When Attested By Signature

Deputy Secretary of State

Pursuant to 13-B MRSA §403, the undersigned, acting as incorporator(s) of a corporation, adopt(s) the following Articles of Incorporation:

FIRST: The name of the corporation is Irish Heritage Center

SECOND: The corporation is organized for all purposes permitted under Title 13-B, MRSA, or, if not for all such purposes, then for the following purpose or purposes:

The Corporation is organized exclusively for one or more of the purposes as specified in Section 501(c)(3) of the Internal Revenue Code of 1986, and shall not carry on any activities not permitted to be carried on by an organization exempt from federal income tax under IRC §501(c)(3) or corresponding provisions of any subsequent tax laws.

THIRD: The name and registered office of the Registered Agent who must be a Maine resident, whose office is identical with the registered office; or a corporation, domestic or foreign, profit or nonprofit, having an office identical with such registered office:

Michelle A. Doyle (name)

34 Park Street, Portland ME 04101
(physical location - street (not P.O. Box), city, state and zip code)

same
(mailing address if different from above)

THIS FORM **MUST** BE ACCOMPANIED BY FORM MNP-CA-18 (Acceptance of Appointment as Registered Agent §304.3.)

FOURTH: The number of directors (not less than 3) constituting the initial board of directors of the corporation, if the number has been designated or if the initial directors have been chosen, is 9

The minimum number of directors (not less than 3) shall be 3 and the maximum number of directors shall be 12

FIFTH: Members: ("X" one box only)

There shall be no members.

There shall be one or more classes of members, and the information required by §402 is as follows:

5.11

SIXTH: OPTIONAL (Check if this article is to apply)

No substantial part of the activities of the Corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate in or intervene in (including the publication or distribution of statements) any political campaign on behalf of any candidate for public office.

SEVENTH: OPTIONAL (Check if this article is to apply. Then fill in reference number of Section 501(c)(?) in the first paragraph below.)

Upon the dissolution of the Corporation or the termination of its activities, the assets of the Corporation remaining after the payment of all its liabilities shall be distributed exclusively to one or more organizations organized and operated exclusively for such purposes as shall then qualify as a exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, and as a charitable, religious, eleemosynary, benevolent or educational corporation within the meaning of Title 13-B, of the Maine Revised Statutes as amended.

No part of the net earnings of the Corporation shall inure to the benefit of any member, director, or officer of the Corporation, or any private individual (except that reasonable compensation may be paid for services rendered to or for the Corporation in carrying out one or more of its purposes), and no member, director, or officer of the Corporation, or any private individual, shall be entitled to share in the distribution of any of the corporate assets on dissolution of the Corporation.

EIGHTH: Other provisions of these articles, if any, including provisions for the regulation of the internal affairs of the corporation, and distribution of assets on dissolution or final liquidation are set out in Exhibit _____ attached hereto and made a part hereof.

INCORPORATORS

DATED 27 December 2001

Michelle A. Doyle
(signature)

Street 34 Park Street
(residence address)

Michelle A. Doyle
(type or print name)

Portland ME 04101
(city, state and zip code)

(signature)

Street _____
(residence address)

(type or print name)

(city, state and zip code)

(signature)

Street _____
(residence address)

(type or print name)

(city, state and zip code)

For Corporate Incorporators*

Name of Corporate Incorporator _____

By _____
(signature of officer)

Street _____
(principal business location)

(type or print name and capacity)

(city, state and zip code)

*Articles are to be executed as follows:
If a corporation is an incorporator (S401), the name of the corporation should be typed or printed and signed on its behalf by an officer of the corporation. The articles of incorporation must be accompanied by a certificate of an appropriate officer of the corporation, not the person signing the articles, certifying that the person executing the articles on behalf of the corporation was duly authorized to do so.

SUBMIT COMPLETED FORMS TO: CORPORATE EXAMINING SECTION, SECRETARY OF STATE,
101 STATE HOUSE STATION, AUGUSTA, ME 04333-0101

FORM NO. MNPCA-6 Rev. 4/16/2001

TEL. (207) 624-7740

5.12

NONPROFIT CORPORATION

STATE OF MAINE
ACCEPTANCE OF APPOINTMENT
AS REGISTERED AGENT OF

Irish Heritage Center
(name of nonprofit corporation)

Pursuant to 13-B MRSA §304.3 or §1212.1-A, the undersigned hereby accepts the appointment as registered agent for the above-named nonprofit corporation.

REGISTERED AGENT

DATED 27 December 2001

Michelle A. Doyle
(signature)

Michelle A. Doyle
(type or print name)

For Registered Agent which is a Corporation

Name of Corporation _____

By _____
(authorized signature)

(type or print name and capacity)

SUBMIT COMPLETED FORMS TO: CORPORATE EXAMINING SECTION, SECRETARY OF STATE,
101 STATE HOUSE STATION, AUGUSTA, ME 04333-0101
TEL. (207) 624-7740
FORM NO. MNPCA-18 Rev. 4/16/2001



AH A.1

City of Portland, Maine
Department of Planning and Development
Conditional Use Application

Application ID: 1440 Application Date: 09/25/2008 CBL: 044 H004001 Property Location: 3 Gray St

Applicant Information:
Irish Heritage Center
 Name

Business Name
PO Box 7688
 Address

Portland, ME 04112
 City, State and Zip

Telephone _____ Fax _____

Applicant's Right, Title or Interest in Subject Property:

Current Zoning Designation: R6

Existing Use of Property:
Community Hall in R-6 zone

Proposed Use of Property:
conditional use permit to add office space for rental to other non profit organizations

Property Owner:
St Dom's Housing Associates Limited
 Name

181 Brackett St
 Address

Portland, ME 04102
 City, State and Zip

Telephone _____ Fax _____

Amendment A

Amendment B

Amendment C

Section 14: _____

Planning Approval

REVIEW TYPE: Staff Review

RECOMMENDATION DATE: _____ APPROVAL DATE: _____ ENACTMENT DATE: _____

MAINE IRISH
HERITAGE CENTER

September 25, 2008

VIA HAND DELIVERY

Mr. Alexander Jaegerman
Planning Division Director
Department of Planning Development
Portland Planning Board
City of Portland
City Hall
389 Congress Street
Portland, ME 04101

Ms. Barbara Barhydt,
Development Review Services Manager
Department of Planning Development
Portland Planning Board
City of Portland
City Hall
389 Congress Street
Portland, ME 04101

**RE: Maine Irish Heritage Center
Conditional Use Modification in R-6 Zone**

Dear Mr. Jaegerman and Ms. Barhydt:

Enclosed please find a Conditional Use Application filed on behalf of the Irish Heritage Center (aka "Maine Irish Heritage Center" as it was renamed effective July 8, 2004 through a filing with the Maine Secretary of State – see below). We seek a modification of the Conditional Use designation now applicable to the Maine Irish Heritage Center - the former St. Dominic's Church located on the corner of Gray and State Streets.

I am following up on Ms. Barhydt's letter of June 21, 2008 to Vinnie O'Malley, a copy of which is attached for ease of reference. In the enclosed Conditional Use Application executed by our President, Mary McAleney, we have strived to answer each of the questions appropriately. We also enclose a \$300 Conditional Use Application fee. We seek help in determining the proper total fee for newspaper ads, public meeting notice fees, etc. We perceive from our review of the application that we will be billed for these additional fees later in the process when these additional amounts are known and determinable. I will go over this with you when I deliver the package.

I seek also to review with you the contents of this application to determine whether we have included all pertinent information.

Attached to the application please find the following documents:



Mr. Alexander Jaegerman
 Ms. Barbara Barhydt
 September 25, 2008
 Page 2 of 3

- Copies of deeds of record (Our iManage Documents No. 1368394 and 1368395) and Assessor materials (Our iManage Document No. 1366596).
- A copy of Ms. Barhydt's June 17, 2008 letter (Our iManage Documents No. 1352591).
- A copy of the Amistad, Inc. lease executed on December 31, 2006 (Our iManage Documents No. 1344700).
- Materials from Amistad website (Our iManage Documents No. 1366619).
- Materials from the Maine Secretary of State's office indicating the change of the "Irish Heritage Center" to the "Maine Irish Heritage Center," effective July 8, 2004 (Our iManage Documents No. 1000522).

We appreciate the guidance provided by Ms. Barhydt in her letter to Mr. O'Malley of June 17, 2008. At this time we seek to coordinate with your office to assure that we are successful in obtaining this modification, in order to permit us to add rental of office space to non-profit organizations to the permitted uses within the Community Hall use for the Irish Community Center.

In this regard I am attaching a copy of a lease entered into with Amistad, Inc., a non-profit organization providing various services to mental health clients. This lease was entered into on December 31, 2006. This activity has been carried out without recognition of the apparent restrictions placed on the use of the property in the absence of the requested zoning change. Amistad, Inc. provides a variety of needed services to adults with severe and persistent mental illness, including a so-called "warm line" and related activities. Peter Driscoll, CEO of Amistad, inc., can be contacted at phone number 773-1956 for further details regarding the nature of his organization. I know he will want to appear and testify when this matter is brought before the Planning Board.

We also want to confirm that our existing classification permits the Center to rent the facility to individuals or groups for weddings, parties and related events and to charge fees for such activities. We seek to confirm that our zoning designation permits function fees to be assessed on individuals and groups using the Center for an event or function – and that such groups need not be non-profit.



Mr. Alexander Jaegerman
Ms. Barbara Barhydt
September 25, 2008
Page 3 of 3

Att A.4

We look forward to your comments on the enclosed application. Should you or your staff want to reach me, my direct line is 791-3208 and my e-mail address is jdoyle@preti.com

Sincerely,

A handwritten signature in blue ink, appearing to read "John P. Doyle, Jr.", written in a cursive style.

John P. Doyle, Jr.

JPD/gpp
Enclosures

cc: Mary McAleney
Vincent O'Malley
Peter Driscoll



Conditional Use Application

AH A.5

Department of Planning and Development
Portland Planning Board

1. **Applicant Information:**
 Irish Heritage Center
 (aka Maine Irish Heritage Center)
 Name _____
 P.O. Box 7688
 Address _____
 Portland, ME 04112
 Phone _____ Fax _____
2. **Subject Property:**
 3 Gray Street
 Address _____
 Portland, ME 04101
 44-H-4 (See Attached)
 Assessor's Reference (Chart-Block-Lot)
 Book/Page - 18630/276
 Gray St. 34-46
 State St. 74-84
 St. Dominics Condo #2
3. **Property Owner:** Applicant _____ Other _____
 Maine Irish Heritage Center
 Name _____
 P.O. Box 7588
 Address _____
 Portland, ME 04102
 Phone _____ Fax _____
4. **Current Zoning Designation(s):**

5. **Right, Title, or Interest:** Please identify the status of the applicant's right, title, or interest in the subject property:
 Owner of Unit 2 of St. Dominics Condominium
 Provide documentary evidence, attached to this application, of applicant's right, title, or interest in the subject property. (For example, a deed, option or contract to purchase or lease the subject property.)
 See Attachment A with backup documentation from Registry of Deeds.
6. **Vicinity Map:** Attach a map showing the subject parcel and abutting parcels, labeled as to ownership and/or current use. (Applicant may utilize the City Zoning Map or Parcel Map as a source.)
 See attached maps from City
7. **Existing Use:**
 Describe the existing use of the subject property: Community Hall in R-6 Zone; See also attached Letter of 6/16/08 from Ms. Barhydt, Development Review Services Manager, City of Portland.
8. **Type of Conditional Use Proposed:**
 Conditional use permit to add office space for rental to other non-profit organizations. See Attachment B.

9. **Sketch Plan:** On a separate sheet please provide a sketch plan of the property, showing existing and proposed improvements, including such features as buildings, parking, driveways, walkways, landscape and property boundaries. This may be a professionally drawn plan, or a carefully drawn plan, to scale, by the applicant. (Scale to suit, range from 1"=10' to 1"=100'.)

10. **Conditional Use Authorized by: Section 14-** _____

11. **Standards - Criteria for Conditional Use Appeal**

Upon a showing that a proposed use is a conditional use under this article, a conditional use permit shall be granted unless the Board determines that:

- a. There are unique or distinctive characteristics or effects associated with the proposed conditional use;
- b. There will be an adverse impact upon the health, safety, or welfare of the public or the surrounding area;
- c. Such impact differs substantially from the impact which would normally occur from such a use in that zone.

12. **Application Fee:** A fee for must be submitted by check payable to the City of Portland in accordance with Section 14-54 of the Municipal Code (see below). The applicant also agrees to pay all costs of publication (or advertising) of the Workshop and Public Hearing notices as required for this application. Such amount will be billed to the applicant following the appearance of the advertisement.

_____ Fee for Service Deposit (\$200.00)
(Required for all applications in addition to the applicable application fee listed below)

_____ Conditional Use	\$100.00
Legal Advertisements	percent of total bill
Notices (workshop and public hearing)	.55 cents each

NOTE: Legal notices placed in the newspaper for the public hearing meeting are required by State Statute and local ordinance. The cost of any and all Newspaper advertisements, legal advertisements and Planning Board notices will be billed directly to the applicant.

13. **Signature:** The above information is true and accurate to the best of my knowledge.

08-21-08
Date of Filing

Mary E. McAleeny
Signature of Applicant

Further Information: Please contact the Planning Division for further information regarding the conditional use process. Applicants are encouraged to make an appointment to discuss their conditional use before filing the application.

Applicants are encouraged to include a letter or narrative to accompany the conditional use application which can provide additional background or contextual information, and describe the proposed conditional use and reasons for the request in a manner that best suits the situation.

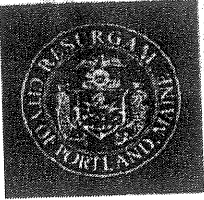
Portland Planning Board, Portland, Maine- Effective: July 6, 1998

ATTACHMENT A

See documents attached hereto from Cumberland County Registry of Deeds, including "Current Owners Information" provided along with several deeds – the Quitclaim deed, BK 18630, pages 255-257; Declaration of Condominium for St. Dominic's Condominium, Book 18630, pages 258-273; form Quitclaim Deed with Covenant, Book 18630, Page 274-275,; and Shortform Quitclaim Deed with Covenant Book 18630, Page 276-277. (Imanage PDF documents No. 1368394 and 1368395)

ATTACHMENT B

Per Ms. Barhydt's letter of June 17 – the current approval issued by the City permits use for a wide variety of community meetings and functions – including dinners and holiday parties, weddings, funerals, concerts, theater, etc. and space for non-profits to meet. We seek a broadening of the conditional use permit to add office space for rental to other non-profit groups, including but not limited to Amistad, Inc. We also seek clarification that in connection with the permitted use for various community meetings and functions, function fees may be imposed on individuals and groups – and that these groups need not be non-profit – *e.g.*, renting the hall to a business for a party.



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www.portlandmaine.gov

Planning and Development Department
Lee D. Urban, Director

Planning Division
Alexander Jaegerman, Director

June 17, 2008

Mr. Vincent O'Malley
16 Alton Street
Portland, ME 04103

Dear Mr. O'Malley:

I reviewed the file for a conditional use review of the Irish Heritage Center as a Community Hall in the R-6 Zone. On November 26, 2002, the Planning Board voted that the proposed plan was in conformance with the applicable Conditional Use Standards of the R-6 Zone. The following statements are contained in the written application, mission statement and neighborhood minutes submitted by the Irish Heritage Center as part of the application:

- **Application Description:** The Irish Heritage Center will be a museum, library, genealogy center and community center for the preservation and promotion of Irish heritage and culture. Office space for IHC staff and a small gift shop will be on the premises, along with community meeting space and function space. Uses will include: Irish dance and language classes, Ceili's (Irish folk dance); Irish American Club board meetings, dinners and holiday parties; weddings, funerals, concerts, theater, film festivals, educational forums, historic building tours and space for non-profit organizations to meet, have workshops or training, etc.
- **Mission Statement:** Along with the library, much anticipated office and meeting space will be offered for interested tenants.
- **Neighborhood Meeting Minutes:** Linda Overview of project. ...Lower Level: Bingo, dinners, receptions, Irish American Club meetings, community programs, non-profit meeting space, offices. The IHC is returning St. Dominic's to the community.

While the above statements could be interpreted to imply that the office space would be available for rent by non-profit organizations, there is a review from Marge Schmuckal, Zoning Administrator, in the Planning Board report that states the following:

- I have reviewed the Italian Heritage Center under the Community Center. It is my understanding that the separate, private offices use in NOT a part of this approval. With that said, all other aspects of the zoning ordinance are being met. [Please note that the heading of her memo is Italian Heritage Center, Gray Street and is dated Sept. 24, 2002. It was included in the Planning Board report for the Irish Heritage Center.]

AH. A. 16

Based upon the review comments of the Zoning Administrator, I am recommending that you apply for a conditional use permit to add office space for non-profit organizations as a use within the Community Hall use for the Irish Community Center. I understand that the Inspections office has advised you to have your tenant vacate the office space. Marge Schmuckal, Zoning Administrator, has indicated that the City can suspend that directive, while you pursue a conditional use review with the Planning Board.

If you have any questions, please contact me at 874-8699. Enclosed is an application for a conditional use review.

Sincerely,

Barbara

Barbara Barhydt
Development Review Services Manager

Cc: Alexander Jaegerman, Planning Division Director
Marge Schmuckal, Zoning Administrator

STANDARD LEASE

This Indenture of LEASE made on this the 31st day of December 2006, by and between the Maine Irish Heritage Center (MIHC) a Maine Not-for Profit Corporation with a place of business in Portland, Maine, County of Cumberland and State of Maine, hereinafter called "Landlord", and Amistad Inc., of the City of Portland, County of Cumberland, and State of Maine, hereinafter called "Tenant".

WITNESSETH:

ARTICLE I

Premises

Landlord hereby leases, demises and lets unto Tenant and Tenant leases and takes from Landlord for the term and upon the terms and conditions set forth in this Lease the following described premises:

The following parts of the facility located at 70 Gray Street, Portland, Maine formerly known as St. Dominic's Church also known as the MIHC, the areas of the first floor consisting of three rooms on said first floor. This space consisting of approximately 700 square feet. This will include access to common entrance area, kitchen and bathroom facilities.

ARTICLE II

Term

To have and to hold the same for a term of one year commencing on November 6th, 2006 and ending December 31st 2007. In addition, if no breach or default exists in any of the terms and conditions of the Lease to be observed and performed by the Tenant, Tenant shall have the right and option to renew the Lease of the demised premises for one year, under the same terms and conditions as the last year of the Lease except for the rent which shall be negotiated. Tenant and Landlord may elect this option by giving either party written notice at least 90 days before the end of the lease term.

ARTICLE III

Extension

At termination of this Lease or any extension or renewal thereof, the Tenant may continue in possession on a month to month basis by paying the specified monthly rental until one party shall give the other written notice of termination. Such notice shall be given at least ninety (90) days before the premises are to be vacated.

Att. A. 12

ARTICLE IV

RENTAL

The Tenant agrees to pay the Landlord the rental amount of Eight Hundred Dollars (\$800.00) per month payable by the 7th day of each month. No rental shall be due until the beginning of the first month or partial month of occupancy.

ARTICLE V

Possession

Landlord agrees to deliver to the Tenant physical possession of demised premises upon the commencement of the term hereof, free and clear of any and all encumbrances, attachments, liens, or either interests, claims or rights of possession, excepting however, those of record and any mortgage which may have been given by the Landlord; Landlord represents that it has good and marketable title to the same in its own name and has full and absolute right to Lease and demise the same to Tenant. Tenant agrees that it shall make or suffer no strip or waste of the demised premises and to deliver to Landlord physical possession of the demised premises upon the termination hereof or any renewal thereof in as good condition as the same were at the beginning of the term, reasonable wear and tear, damage by fire or damage from any other cause not directly attributable to the negligence or other fault of the Tenant excepted.

ARTICLE VI

Alterations

No structural alterations shall be made to premises by Tenant without the written consent of the Landlord. Tenant when so authorized shall have the right to make alterations or additions to the demised premises at its sole cost and expense; provided nevertheless that any such alterations or additions shall be of workmanship and material at least equal to that state or condition of the demised premises as they exist immediately prior to the making of such alterations or additions.

ARTICLE VII

Repairs and Maintenance

Tenant by taking possession of the premises, shall accept and shall be held to have accepted the same as suitable for the use intended by Tenant. Landlord shall be responsible for maintenance and repair of the roof, exterior walls, windows, structure, heating and plumbing systems, and electrical system and common areas and common facilities of the Building as necessary to maintain them in good order and condition; provided, however, that any such maintenance or repairs made necessary by fault or neglect of the Tenant or the employees and visitors of the Tenant shall be at the expense of the Tenant.

ARTICLE VIII**Utilities**

Heat, lights, gas, and water to the demised premises shall be provided by the Landlord. Tenant shall maintain control of its heating and lighting systems.

ARTICLE IX**Janitor and Char Services**

The Landlord shall provide maintenance services that will include general maintenance of the common space, kitchen and bathrooms, including providing toilet paper and paper towels. The Landlord will also provide for maintenance staff or outside contractor to repair leaking faucets, plugged toilets upon notice by the Tenant. The Landlord does not assume responsibility for maintenance or trash removal for anything related to the Tenant's program area. The Landlord will provide the Tenant with protocols for accessing maintenance services and will negotiate the times when these services will be conducted for the Tenant.

Landlord shall provide the snow removal and sanding when appropriate to allow safe ingress and egress to demised premises.

ARTICLE X**Taxes**

Landlord shall pay all taxes and other assessments, if any, when due on its real property which shall be lawfully assessed by any government authority, as well as any personal property taxes assessed on Landlord's furniture and equipment which may be located on the premises and used by the Tenants.

ARTICLE XI**Assigning, Mortgaging and Subletting**

Tenant agrees not to assign, mortgage, pledge or encumber this Lease or sublet the demised premises, without the consent of the Landlord which will not be unreasonably withheld.

Notwithstanding any assignment or subletting hereunder, Tenant shall continue to be liable for the performance of the terms, conditions and covenants of this Lease.

ARTICLE XII**Insurance**

The Landlord shall obtain and maintain fire and extended coverage insurance upon the demised premises.

The Tenant agrees that it will maintain throughout the term of this Lease a policy or policies of general liability insurance in an insurance company licensed to do business in the State of Maine naming and indemnifying the Landlord, as its interest may appear, against all claims and demands for any personal injuries to or death of any persons, and damage to or destruction or loss of property which may have or be claimed to have occurred on the leased

premises in an amount not less than One Million Dollars (\$1,000,000.00) in a single limit policy. Copies of such policies together with evidence of payment shall be furnished to the Landlord. Tenant shall also maintain throughout the term of the Lease and any extensions thereof a fire policy on the contents of the building belonging to the tenant. It is acknowledged and understood by the parties hereto that such insurance for fire and extended coverage as the Landlord elects to purchase shall be for the sole benefit of the Landlord and that such insurance shall not cover Tenant's personal property, trade fixtures, leasehold improvements and other appurtenances and that in the event of damage to or loss of any such items, Landlord shall have no obligations to repair or replace the same. The Landlord shall, upon the request of the Tenant, deposit certificates of such insurance at or prior to the commencement of the term thereafter ten (10) days prior to the expiration of such policies. Such policies shall, to the extent obtainable, provided that the policies may not be canceled without at least ten (10) days prior written notice to each assured.

ARTICLE XIII

Signs

Tenant shall not paint or place any signs, displays, advertising devices or the like upon the windows of the premises or at any other location in, upon or about the premises or the building which are visible from outside the premises or the building without the prior consent of the Landlord, which shall not be unreasonably withheld or delayed.

ARTICLE XIV

Compliance with Laws

Tenant agrees that it will not knowingly do, and will not knowingly permit its agents, servants, invitees and guest to do anything in, on or about the demised premises which would result in adverse and notorious publicity or affect the good name and reputation of the Landlord. Landlord shall provide fire extinguishers and other safety devices and shall not store any dangerous, flammable or other toxic material on or near the premises.

Landlord shall be responsible for making existing facilities used by Tenant, its agents, servants, employees, business invitees and guests readily accessible and usable to handicapped individuals pursuant to the terms and provisions of Americans with Disabilities Act and all local and State codes.

ARTICLE XV

Use

Tenant agrees that during the term of the original Lease and any renewal thereof it will not use the demised premises for any purpose other than use for office, programming space for it's Warm Line program, and meetings or programs administered by Amistad.

ARTICLE XVI

Access of Landlord

Landlord, its agents, employees, servants or other representatives shall have reasonable access to the demised premises for the purposes of examining and inspecting the same and of showing said premises to prospective purchasers, provided that such access shall not unnecessarily interfere with Tenant's use of the premises nor the conducting of the tenants business thereon.

ARTICLE XVII

Default by Tenant

It is mutually agreed that if Tenant shall be in default in performing any of the terms or provisions of this Lease and if Landlord shall give to Tenant notice in writing of such default and if Tenant shall fail to cure such default with thirty (30) days after receipt of such notice, then and in such event, Landlord may cure default for the account of and at the cost and expense of Tenant and the sums so expended by Landlord shall be deemed to be rent and on demand shall be paid by Tenant to Landlord. Landlord agrees that such default if, but only if, paid for by Tenant within thirty (30) days after receipt of first notice as aforesaid shall not be the basis of a forfeiture of this Lease or otherwise result in the eviction of Tenant or the termination of this Lease

Except as provided in the preceding paragraph, in the event Tenant violates any of the terms, covenants or conditions of this Lease on its part to be performed, and such violation continues after notice to Tenant, then and in such case Tenant's right to possession of the demised premises shall thereupon terminate immediately if Landlord so elects, but not otherwise, upon Landlord giving Tenant thirty (30) days notice of such election. And the mere retention of possession thereafter by Tenant shall constitute a forcible detainer of said premises and in such event this Lease shall terminate upon Landlord giving Tenant notice of such election, both Landlord and Tenant hereby expressly waiving any provision of law now in force or which may hereafter be enacted giving either Tenant or Landlord any rights other than expressed herein.

ARTICLE XVIII

Default by Landlord

It is mutually agreed that if Landlord shall be in default in performing any of the terms or provisions of this Lease and if Tenant shall give to Landlord notice in writing of such default and if Landlord shall fail to cure such default within fifteen (15) days after the date of receipt of such notice, then and in such event, Tenant may cure default for the account of and at the cost and expense of Landlord by deducting said cost and expense from the rent due Landlord. In such event, the Tenant shall have all legal and equitable rights normally available for such default including, but not limited to, the option to terminate or continue the existing Lease.

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ARTICLE XIX**Waiver**

Tenant covenants and agrees that, except as herein otherwise provided, the rights and remedies of Landlord under this Lease shall be cumulative and that the exercise of any one of them shall not be exclusive of any other right or remedy provided by this Lease or otherwise allowed by law or in equity and that waiver by Landlord of any breach of any covenant or covenants or conditions of this Lease shall be limited to the particular instance and shall not operate or be deemed to waive any other or further breach of any covenant or covenants or conditions or failure or omission on the part of Tenant to perform any other different covenant or condition on the same or any other occasion and that, except as aforesaid, the receipt of any rent or other amounts or any portion thereof shall not operate as a waiver of Landlord's right to enforce the payment of subsequent installments of rent or any of the other rights of Landlord under this Lease, by any remedies which may be available to Landlord.

ARTICLE XX**Waiver of Subrogation**

- (A) Each of Landlord and Tenant hereby releases the other to the extent of its insurance coverage, from any of the extended coverage casualties or any other casualty insured against, even if such fire or other casualty shall be brought about by the fault or negligence of the other party, or any persons claiming under it, provided, however, this release shall be in force and effect only with respect to loss or damage occurring during such time as releaser's policies of fire and extended coverage insurance shall contain a clause to the effect that this release shall not affect said policies or the right of the releaser to recover there under. Each of Landlord and Tenant agree that its fire and extended coverage insurance policies will include such a clause so long as the same is obtainable and is including without extra costs, or if such extra cost is chargeable therefore, so long as the other party pays such extra cost. If extra cost is chargeable therefore, each party will advise the other thereof and of the amount thereof, and the other party, at its election, may pay the same but shall not be obligated to do so.
- (B) Except as provided in Section (A) of this Article, nothing else in this Lease contained shall be deemed to release either party hereto from liability for damages resulting from the fault or negligence of said party or its agents.

ARTICLE XXI**Damage to Premises**

If the demised premises shall be so damaged by fire, the elements, casualty, war, insurrection, riot, public disorders, acts authorized in the part of any governmental authority or any cause or happening so as to be substantially destroyed, then Landlord or Tenant may terminate the Lease. In the event of partial destruction which requires less than ninety (90) days to repair, Landlord may restore demised premises to their previous condition and

Tenant shall be abated in the proportion that the amount of space which is not available to and usable by the Tenant as a result of such casualty and/or the work and labor incidental to its rehabilitation bears to all of the space in the demises premises.

ARTICLE XXII

Limitations

This lease is made subject to budgetary funding. In the event that the amounts of funds is such that the Tenant must terminate a significant portion of its program, this lease may be terminated upon ninety (90) days written notification given to Landlord by Tenant, and Tenant shall not be liable for or owe any rent to the Landlord beyond the end of the ninety (90) day period. This provision shall not be construed so as to permit the Tenant to cancel the lease in order to lease similar premises from a third party.

ARTICLE XXIII

Quiet Enjoyment

Tenant, upon paying the rent and additional rent and all other sums and charges to be paid by it as herein provided, and observing and keeping all covenants, warranties, agreements and conditions of this Lease on its part to be kept, shall quietly have and enjoy the premises during the term of this Lease, without hindrance or molestation by anyone.

ARTICLE XXIV

Notice

Any notice required to be given hereunder by either party shall be in writing and shall be mailed to PO Box 7588, Portland, Maine 04112 or delivered in hand to Landlord at 70 Gray Street, Portland, Maine 04101, with a copy to John P. Doyle Jr. Preti Flaherty, One City Center, PO Box 9546, Portland, Maine 04112, and to tenant at 66 State Street, Portland, Maine 04101, or such addresses as may from time to time be designated in writing by the addressee to other party.

ARTICLE XXV

Modifications

No modifications of this Lease shall be binding unless in writing executed and acknowledged in due form for recording.

ARTICLE XXVI

Captions

The captions of this Lease are for convenience only and are part of this Lease and do not in any way limit or amplify the terms and provisions of this Lease, nor shall they be considered in the interpretation of any of the provisions hereof.

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IN WITNESS WHEREOF, the said Maine Irish Heritage Center has executed this instrument this 28th day of December 2006.


Maine Irish Heritage Center, Landlord

STATE OF MAINE
CUMBERLAND COUNTY, SS. , 1

Personally appeared the above named Jack McCormack, President, Maine Irish Heritage Center, and acknowledged the above instrument to be his free act.

NOTARY PUBLIC

IN WITNESS WHEREOF, Amistad, Inc, a Maine Not-for-Profit Corporation, has caused this instrument to be executed and its seal to be affixed by Peter Driscoll, its Executive Director this 28th day of December, 2006.

Witness

By: 
Executive Director

STATE OF MAINE
CUMBERLAND,SS,

Personally appeared the above named Peter Driscoll, Executive Director, Amistad, Inc, and acknowledged the above instrument to be his free act and deed in his said capacity and the free act and deed of said Amistad, Inc.

NOTARY PUBLIC

The Amistad Community

RECOVERY • RELATIONSHIPS • RESPECT

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Amistad Inc.

PO Box 992
Portland, ME 04104
207-773-1956

Amistad came to life in 1982, begun by families of adults with severe and persistent mental illness (SPMI). These families knew that what their loved ones really needed was something not provided by other agencies -- a safe place to spend their abundant free time where they would be treated respectfully and where they could engage in useful activities.

Amistad has grown over the years, however we remain committed to the original vision. We are a community where everyone is always welcome on a first name basis without regard to diagnosis and where everyone is treated with dignity and respect. We do the little things -- remember birthdays, celebrate accomplishments, take pictures, and memorialize members when they pass.

We became a recognized 501(c)(3) corporation in 1996. Originally known as a social club, in 2001 the members voted to describe themselves as a Peer Support and Recovery Center. This name change reflects the awareness that Amistad has grown into a community of people committed to health, mutual support and recovery.

In the past few years Amistad has become a leader in developing services that are organized and delivered by peers. We now operate four individual programs -- the original Peer Support

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and Recovery Center in Portland, and we have expanded to include a Peer Support program in the Emergency Room at Maine Medical Center, a Peer Support Program inside Riverview Psychiatric Center and we operate the statewide Maine Warm Line.



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Amistad is supported by DHHS, the United Way, the City of Portland and other generous contributors

A. 2.1

The Amistad Community

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Mail Address

Amistad Inc.
P.O. Box 992
Portland, Maine
04104-0992

Street Address

Amistad Inc
66 State Street, 1st Floor
Portland, Maine 04101

Phone:

(207)773-1956

Fax:

(207)773-2087

Email:

amistad1@maine.rr.com

Amistad Inc.
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207-773-1956

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The Amistad Community

ABOUT AMISTAD

What is Amistad?

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Amistad Inc.

PO Box 992
Portland, ME 04104
207-773-1956

A non-profit corporation started in 1982 that provides progressive and consumer directed services based on a belief in the potential of individuals with serious life challenges to live full, rich and productive lives.

Our Vision

A community in which all individuals are accepted, encouraged, and respected.

Our Mission

The Mission of Amistad is to foster a community for people who are facing mental health and other life challenges, develop peer services, and advocate for changes to the mental health system which are based on a belief in recovery and respect for a meaningful consumer voice.

These core values guide our work:

1. We believe that all members of the Amistad community - members, staff and those seeking services - deserve to be treated equally and with dignity and respect at all times.
2. We have a fundamental and unwavering belief in the power and possibility of recovery

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- and absolutely believe that all individuals can lead full, rich, and productive lives.
3. We believe that services that are organized and delivered by peers focus on building positive relationships and should become an integral part of the mental health system.

Recovery



We have a fundamental and unwavering belief in the power and possibility of recovery. We absolutely believe that all individuals can lead full, rich, and productive lives.

I am a living example that Recovery is possible.

— Jan Anderson - Maine Warm Line Peer Specialist

Jan is a recovering alcoholic and drug addict who also suffered from severe depression and post-traumatic stress disorder. Utilizing tools and principles of Recovery, Jan dealt with her addictions and mental health until she was ready to return to the workforce full-time as a trained Peer Specialist. Jan removed herself from Social Security Disability and is now able to help others on the Recovery journey.

Relationships



We believe mental health is enhanced when medical treatment and peer support work in partnership to address the needs of the whole individual.

It's not about the illness. It's about the individual.

— Dennis King - CEO of Spring Harbor Hospital

At Spring Harbor Hospital & Maine Medical Center, we believe "peers," individuals with

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similar mental health experiences, can provide support and hope to complement the delivery and effectiveness of our medical treatment. That's why we have partnered with Amistad to train Peer Specialists who are available each night in the Psychiatric Emergency Department to help support individuals' unique needs and experiences.

Respect



We believe that all members of the Amistad community - members, staff, and those seeking our services - deserve to be treated with dignity and respect at all times.

I want to be treated the same as anybody else!

— Kathy Black - Amistad Peer Center Member and Board Member

Ten years ago Kathy came to the Amistad Peer Support & Recovery Center with emotional pain and experiences she wanted to forget, but couldn't. She found a place where she was treated with dignity and respect, that allowed her to sit with the pain in the company of others who understood; to acknowledge those experiences without them defining her. She found a community where she could be herself.

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The Amistad Community

OUR PROGRAMS

The Amistad Peer Support and Recovery Center

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What is it?

Amistad Inc.

PO Box 992
Portland, ME 04104
207-773-1956

A safe and welcoming community for adults who struggle with mental illness and other life challenges. Open since 1982, we have grown into Maine's largest peer community.

Where is it and when is it open?

We are located at 66 State Street in the West End of Portland. We are currently open 6 days a week (closed Sunday) from 9:00 AM to 5:00 PM.

What goes on at the Peer Center?

The Peer Center offers a range of groups and activities. Highlights include a full service restaurant for lunch (the blue plate special for \$1.25 is the best deal in Portland), computer access, lockers, a shower, laundry, phone availability and an anonymous mailing address. Our 15-passenger van is a regular visitor to free and low cost opportunities in the greater Portland area. Members make friends here.

What else do we provide?

We have an outreach coordinator who helps connect members with other services, a

representative payee service, and distribute the Medicaid Bus Pass Program with RTP.

Do you use volunteers?

Absolutely! Many of our members are eager to give back to the community. They help staff the kitchen, answer phones and help with maintenance.

How do I join?

Just come in. A volunteer member of our welcoming committee will meet with you and give you a tour and a gift certificate for a free lunch. Folks can join on a first name basis if they wish.

Any last thoughts?

Amistad is a lively, welcoming and fun community. We have a rock solid belief in the possibility of recovery, and we put that belief into action every day.

Contact:

Mary Walker
Program Coordinator
PO Box 992
Portland, Maine 04104
(207) 773-1956
aces@maine.rr.com

**The Amistad Peer Support Program in the Emergency Room at
Maine Medical Center**

What do you mean by Peer Support?

It is what you would expect to receive from a family member or friend if they were to accompany you to the emergency room for a medical emergency. We offer peer support to individuals who visit the emergency room for a psychiatric crisis – individuals who are often frightened, confused, and very often alone.

Who are the Peer Supporters?

They are individuals hired by Amistad who have personal experience with mental illness and recovery. The staff of the Peer Support Program have been there. They know first hand the struggles of living with a mental illness. And they are living examples that recovery is possible – they are the evidence of it.

What can I expect from Peer Support?

Peer Supporters understand that going to the emergency department can be a frightening experience. Time moves slowly. Long waits are common. Peer Supporters will make sure that you get a meal or drink if that would be helpful. They make sure that you understand what is happening. They can share their experience with you, or just sit with you. They will help you pass the time, play cards with you, or offer you reading or writing material. They can share resources with you, or skills that they have found useful once you are out of the emergency room.

How do I find them?

They are in the East Wing of the emergency room every evening from 5:00 PM to 11:00 PM. They will find you, or you can request peer support from the nurse on duty in the emergency room.

Contact:

Simonne Maline
Peer Services Director (Portland Office)
PO Box 992
Portland, Maine 04104
(207) 773-1956
smaline@maine.rc.com

The Peer Support Program at Riverview Psychiatric Center

Amistad operates a Peer Support program inside Riverview Psychiatric Center (the former Augusta Mental Health Institute), Maine's largest state psychiatric hospital.

Why a Peer Support Program?

For many individuals, an admission to Riverview can be an overwhelming and frightening experience. A hospital admission means that patients are removed from the supports they may have from family or the community – and they enter an environment that is new and sometimes confusing.

Who are Peer Supporters?

They are individuals hired by Amistad who have personal experience with mental illness and recovery. The Peer Supporters have been there. They know first hand the struggles of living with a mental illness. They are living examples that recovery is possible – they are the evidence of it.

What can I expect from Peer Support?

Peer Supporters are with patients every step of their stay at Riverview. They are present at admissions, and there is a full-time peer supporter assigned to each of the 4 units of the hospital. There are Peer Supporters who also work on the weekends. They have the time to build relationships with patients. They will attend treatment team meetings if that is the wish of the patient. They will make sure that the patient needs are being met, and that the patient voices are being heard. And they can share their wisdom, knowledge and empathy to patients and staff in the hospital. Peer Supporters also provide support groups and wellness and recovery classes in the hospital.

Is this an unusual program?

To our knowledge, this may be the most serious effort to introduce peer support in any state psychiatric hospital in the country. Riverview has made peer support available to all patients, and the hospital has also made sure that staff from the Peer Support program are involved in all major decisions within the hospital. We believe it is evidence of the commitment of Riverview Psychiatric Center to a vision of the possibility of recovery for its patients.

A.28

Contact:

Holly Dixon

Peer Services Director (Augusta Office)

250 Arsenal St

Augusta, Maine 04332

(207) 624-4610

holly.dixon@maine.gov

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Amistad is supported by DHHS, the United Way, the City of Portland and other generous contributors

JOHN P. DOYLE JR.
jdoyle@preti.com
Direct Dial: 207-791-3208

October 17, 2008

VIA U.S. MAIL & E-MAIL

Ms. Barbara Barhydt, Development Review Services Manager
Department of Planning Development
Portland Planning Board
City of Portland - City Hall
389 Congress Street
Portland, ME 04101

**RE: Maine Irish Heritage Center
Conditional Use Modification in R-6 Zone
November 12, 2008 Public Hearing**

Dear Barbara:

It was good to talk with you on October 16 and I look forward to coordinating further with you, the steps needed to modify the zoning of the Maine Irish Heritage Center to permit leasing of a portion of the property to non-profit groups, and to permit even use by individuals and others groups – e.g. weddings, dinners, etc.

You kindly advised that this could skip the neighborhood meeting step and you were now scheduling it for the November 12 meeting of the Planning Board for a Public Hearing. Notices would go out to those within 500 feet. The meeting will begin at 7:00 p.m. and this matter will be listed after certain other ones. You will keep us posted.

It is my understanding you are reviewing the filing we made on September 25 and will also be cross-checking the approach taken with the St. Lawrence Center and will be following that model. We appreciate greatly your attention to this matter and I welcome the opportunity to coordinate further with you. As I explained, I do a good deal of healthcare regulatory work, but zoning and municipal work is not something I have much experience with. I have learned that being a board member can be a learning experience on many levels.

I reviewed with you our interest in confirming our ability to rent the facility to individuals or groups for weddings, parties, and related events, and you will be working with us on this.

I welcome the opportunity to review and comment on your analysis of the matter and your recommended approach to the Planning Board.

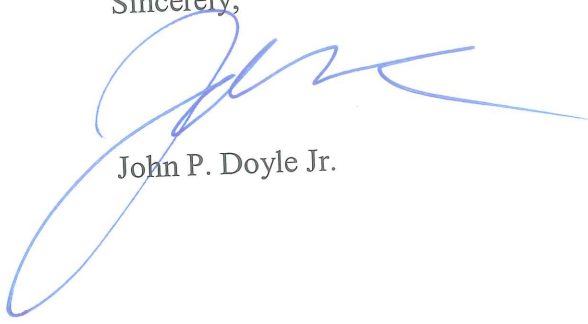
We are also sharing this letter with Peter Driscoll, Executive Director of Amistad and will be in touch with him to invite his participation in the Planning Board Hearing.

PRETI FLAHERTY
Barbara Barhydt
October 17, 2008
Page 2

AH. A.29

Thank you for your help on this matter and I look forward to coordinating further with you. My direct line is 791-3208 and my e-mail address is jdoyle@preti.com.

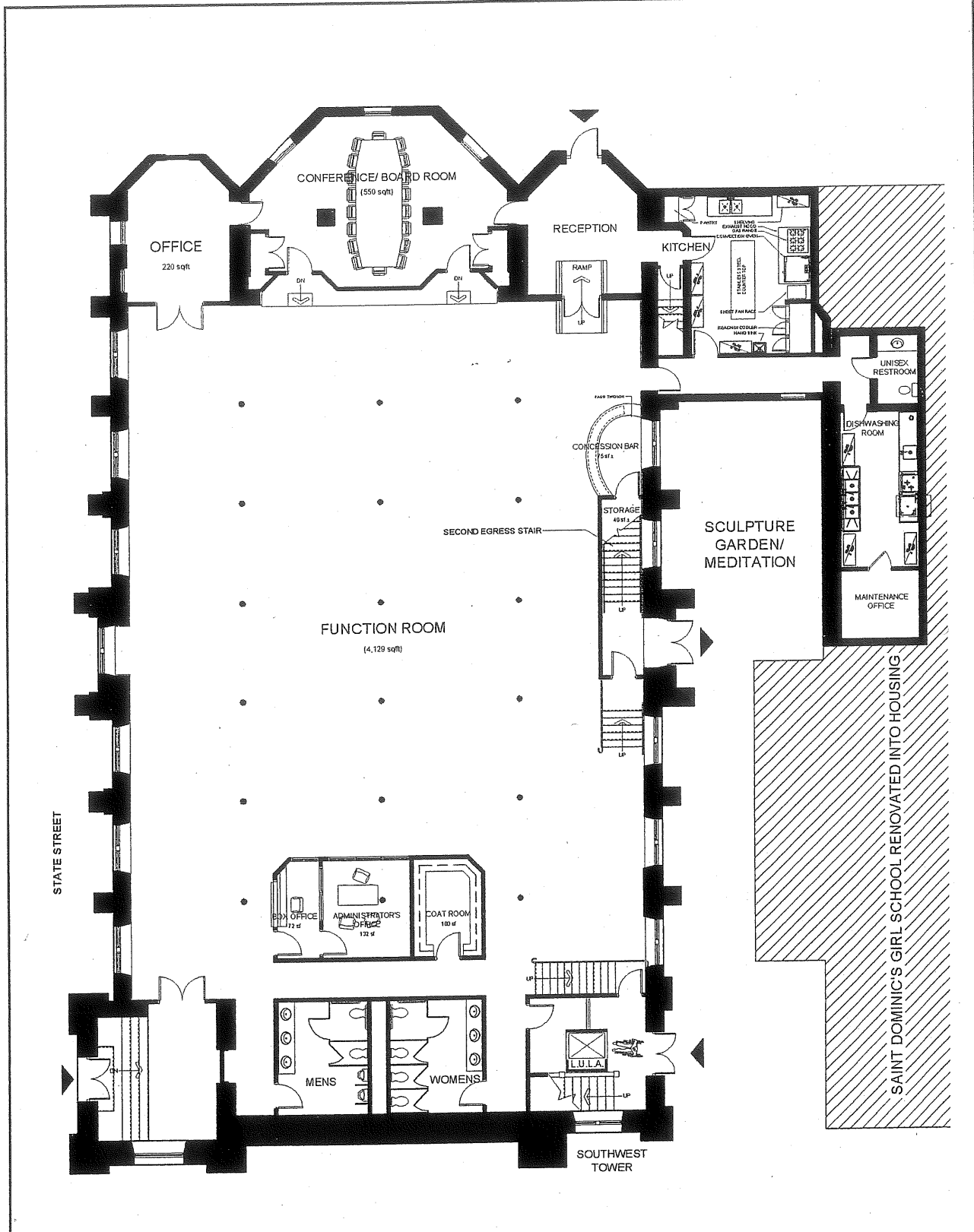
Sincerely,

A handwritten signature in blue ink, appearing to read 'John P. Doyle Jr.', with a large, stylized flourish extending to the right.

John P. Doyle Jr.

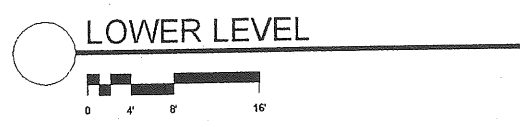
JPD:mtv

Cc: Mary McAleney
Vincent O'Mally
Peter Driscoll



STATE STREET

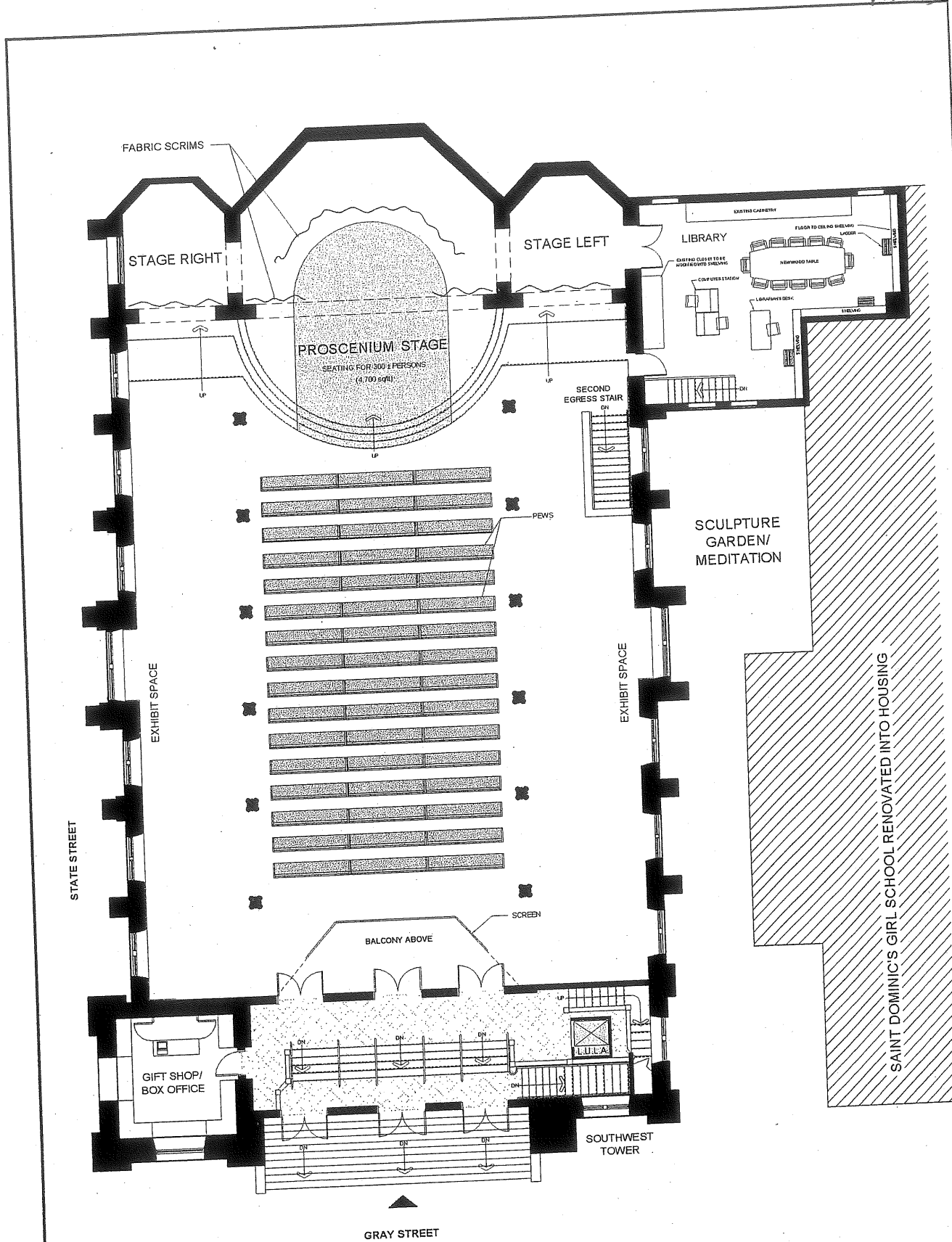
GRAY STREET



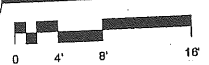

 TFH ARCHITECTS
 100 COMMERCIAL STREET
 PORTLAND, MAINE 04101
 TELEPHONE 207 775 6441
 ARCHITECTURE PLANNING

Saint Dominic's Irish Heritage Center

September 17, 2002



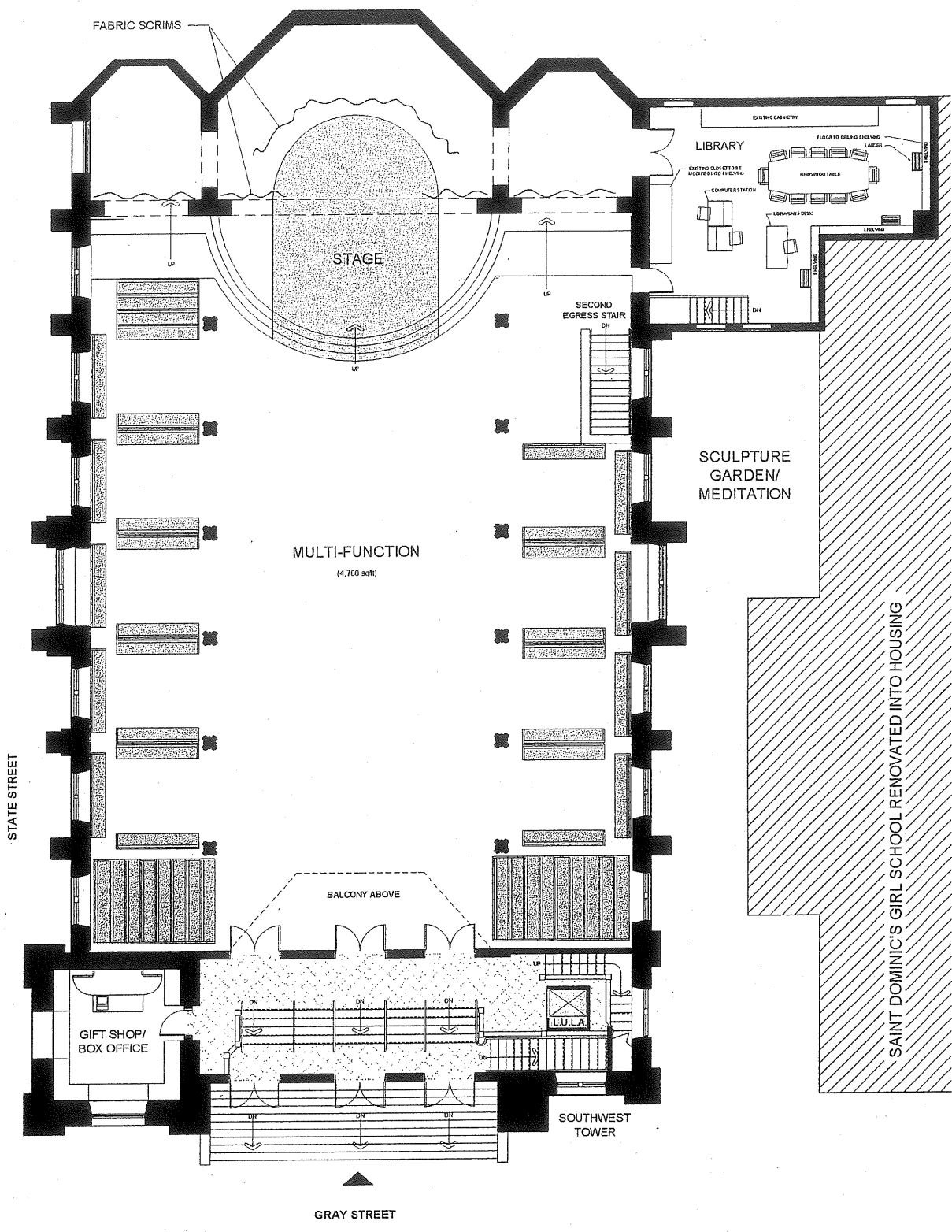
UPPER LEVEL: SEATING ARRANGEMENT 1




 TPH ARCHITECTS
 100 COMMERCIAL STREET
 PORTLAND, MAINE 04101
 TELEPHONE: 207 753 6141
 ARCHITECTURE PLANNING

Saint Dominic's Irish Heritage Center

September 17, 2002



○ UPPER LEVEL: SEATING ARRANGEMENT 2

TFH ARCHITECTS
 100 COMMERCIAL STREET
 PORTLAND, MAINE 04101
 TELEPHONE: 207 775 0041
 ARCHITECTURE PLANNING

Saint Dominic's Irish Heritage Center

February 14, 2002

From: Ronald Ward <rnward@dwmlaw.com>
To: "jdoyle@preti.com" <jdoyle@preti.com>
Date: Wednesday, November 12, 2008 1:37:47 PM
Subject: 3 Gray St site plan application

Jon- this is the promised follow-up on our telephone conversation this morning.

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Good luck on your application and our best to your Board- Ron Ward

Ronald N. Ward, Esq.
 Drummond Woodsum & MacMahon
 84 Marginal Way, Suite 600
 Portland, ME 04101-2480

207-772-1941
 207-772-3627 (fax)
 rward@dwmlaw.com

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CC: "amistad1@maine.rr.com" <amistad1@maine.rr.com>, 'Barbara Barhydt'
<BAB@portlandmaine.gov>

From: "Doyle, John P., Jr." <jdoyle@preti.com>
To: "Ronald Ward" <rnward@dwmlaw.com>
Date: Wednesday, November 12, 2008 1:51:07 PM
Subject: RE: 3 Gray St site plan application

Ron

thanks for the below and for taking my call this am

your thoughts and clarifications are much appreciated

Appreciate your noting that you "don't expect that permitting the proposed use permitting the proposed use will significantly increase the loss of residential uses in this area." and pointing out the incremental concern...

and we will be encouraging Mr. Driscoll to follow up with Barbara Hathaway Ward at the Danforth Inn re the concerns you have expressed - which as we discussed - won't be significantly affected by MIHC activities-- current or contemplated--

Thanks for taking time to provide the below and we certainly share -- and are prepared to work with you and your spouse for shared goal "that all users in our quadrant co-exist in a manner that is mutually supportive. "

Many thanks

John P. Doyle Jr.
Chair, Health Law Practice Group
PretiFlaherty
One City Center
P. O. Box 9546
Portland ME 04112-9546
(207) 791-3208
(207) 791-3111 (fax)
(207) 699-8269 (cell)
jdoyle@preti.com
www.preti.com

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Cc: 'amistad1@maine.rr.com'; 'Barbara Barhydt'
Subject: 3 Gray St site plan application

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Good luck on your application and our best to your Board- Ron
Ward

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CC: <amistad1@maine.rr.com>, "Barbara Barhydt" <BAB@portlandmaine.gov>, <vomalley1@verizon.net>, "Mary McAleney" <mcaleney@gmail.com>, <tundra1@maine.rr.com>

From: "Leslie E. Lowry" <LLowry@JBGH.com>
To: "Alex Jaegerman" <AQJ@portlandmaine.gov>, "Barbara Barhydt" <BAB.city-gov.port-gov@portlandmaine.gov>
Date: Wednesday, November 12, 2008 2:06:09 PM
Subject: FW: 3 Gray St site plan application

Alex and Barbara:
Please be sure to print this out and distribute to all Board Members relative to this item today.
Thank you.
Lee

Leslie E. Lowry, Esq.
Jensen Baird Gardner & Henry
Ten Free Street
P.O. Box 4510
Portland, Maine 04112-4510
Phone: (207) 775-7271
Fax: (207) 775-7935

From: Ronald Ward [mailto:rnward@dwmlaw.com]
Sent: Wednesday, November 12, 2008 2:02 PM
To: Leslie E. Lowry
Subject: FW: 3 Gray St site plan application

Lee- have asked Barbara Barhydt to put this in the public record tonight for the Board's consideration. Am sending to you to give you the chance to consider it in advance. Haven't sent to the others because I don't have their contacts.

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Thanks for the time all of you put in.

Regards- Ron

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84 Marginal Way, Suite 600
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rward@dwmlaw.com

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From: Ronald Ward
Sent: Wednesday, November 12, 2008 1:37 PM
To: 'jdoyle@preti.com'
Cc: 'amistad1@maine.rr.com'; 'Barbara Barhydt'
Subject: 3 Gray St site plan application

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CC: "Ronald Ward" <rnw@dwmlaw.com>

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rward@dwmlaw.com

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CC: "Ronald Ward" <rnw@dwmlaw.com>

From: "Doyle, John P., Jr." <jdoyle@preti.com>
To: "Ronald Ward" <rnward@dwmlaw.com>
Date: Wednesday, November 12, 2008 1:51:07 PM
Subject: RE: 3 Gray St site plan application

Ron

thanks for the below and for taking my call this am

your thoughts and clarifications are much appreciated

Appreciate your noting that you "don't expect that permitting the proposed use permitting the proposed use will significantly increase the loss of residential uses in this area." and pointing out the incremental concern...

and we will be encouraging Mr. Driscoll to follow up with Barbara Hathaway Ward at the Danforth Inn re the concerns you have expressed - which as we discussed - won't be significantly affected by MIHC activities-- current or contemplated--

Thanks for taking time to provide the below and we certainly share -- and are prepared to work with you and your spouse for shared goal "that all users in our quadrant co-exist in a manner that is mutually supportive. "

Many thanks

John P. Doyle Jr.
Chair, Health Law Practice Group
PretiFlaherty
One City Center
P. O. Box 9546
Portland ME 04112-9546
(207) 791-3208
(207) 791-3111 (fax)
(207) 699-8269 (cell)
jdoyle@preti.com
www.preti.com

From: Ronald Ward [mailto:rnward@dwmlaw.com]
Sent: Wednesday, November 12, 2008 1:37 PM
To: Doyle, John P., Jr.
Cc: 'amistad1@maine.rr.com'; 'Barbara Barhydt'
Subject: 3 Gray St site plan application

Jon- this is the promised follow-up on our telephone conversation this morning.

We're the Irish Heritage Center's neighbors at The Danforth Inn, fronting on Danforth St and adjoining the Amistad (Catholic Charities?)

building which is located at the intersection of Danforth and State Streets. TDI was founded and nursed along by my wife, Barbara, since 1993. This quadrant bounded by Danforth, Winter, Gray and State Streets is designated an R-6 Zone, hence the need for the current site application.

Our first commentary is that we have absolutely no problem with the IHC and wish it the best in all matters.

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Good luck on your application and our best to your Board- Ron
Ward

Ronald N. Ward, Esq.
Drummond Woodsum & MacMahon
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CC: <amistad1@maine.rr.com>, "Barbara Barhydt" <BAB@portlandmaine.gov>, <vomalley1@verizon.net>, "Mary McAleney" <mcaleney@gmail.com>, <tundra1@maine.rr.com>

From: Ronald Ward <rnward@dwmlaw.com>
To: "jdoyle@preti.com" <jdoyle@preti.com>
Date: Wednesday, November 12, 2008 1:37:47 PM
Subject: 3 Gray St site plan application

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Good luck on your application and our best to your Board- Ron Ward

Ronald N. Ward, Esq.
Drummond Woodsum & MacMahon
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CC: "amistad1@maine.rr.com" <amistad1@maine.rr.com>, 'Barbara Barhydt' <BAB@portlandmaine.gov>

Barbara Barhydt - FW: 3 Gray St site plan application

From: "Leslie E. Lowry" <LLowry@JBGH.com>
To: "Alex Jaegerman" <AQJ@portlandmaine.gov>, "Barbara Barhydt" <BAB.city-gov.port-gov@portlandmaine.gov>
Date: Wednesday, November 12, 2008 2:06:09 PM
Subject: FW: 3 Gray St site plan application

Alex and Barbara:
Please be sure to print this out and distribute to all Board Members relative to this item today.
Thank you.
Lee

Leslie E. Lowry, Esq.
Jensen Baird Gardner & Henry
Ten Free Street
P.O. Box 4510
Portland, Maine 04112-4510
Phone: (207) 775-7271
Fax: (207) 775-7935

From: Ronald Ward [mailto:rnward@dwmlaw.com]
Sent: Wednesday, November 12, 2008 2:02 PM
To: Leslie E. Lowry
Subject: FW: 3 Gray St site plan application

Lee- have asked Barbara Barhydt to put this in the public record tonight for the Board's consideration. Am sending to you to give you the chance to consider it in advance. Haven't sent to the others because I don't have their contacts.

Our view is that the process doesn't need us to speak these points at the hearing and take up the Board's time, which may be on the Board's radar screen already. We have no particular concern with the leasing of this office space since the dramatic change to the neighborhood occurred 5 or 6 years ago. Our point is more of a forward looking one, noting the incremental expansion now underway. The reality is that this quadrant has lost the ingredients for an R-6 designation. Maybe that's for the best.

Thanks for the time all of you put in.

Regards- Ron

Ronald N. Ward, Esq.
Drummond Woodsum & MacMahon
84 Marginal Way, Suite 600
Portland, ME 04101-2480

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From: Ronald Ward
Sent: Wednesday, November 12, 2008 1:37 PM
To: 'jdoyle@preti.com'
Cc: 'amistad1@maine.rr.com'; 'Barbara Barhydt'
Subject: 3 Gray St site plan application

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Good luck on your application and our best to your Board- Ron
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CC: "Ronald Ward" <rnw@dwmlaw.com>

PLANNING BOARD REPORT #60-08

MAINE IRISH HERITAGE CENTER

VICINITY OF 3 GRAY STREET

MODIFICATION TO A CONDITIONAL USE PERMIT

IRISH HERITAGE CENTER, APPLICANT

Submitted to:
Portland Planning Board
Portland, Maine
November 12, 2008

Submitted by:
Barbara Barhydt
Development Review Services Manager
November 7, 2008

- I have reviewed the Italian Heritage Center under the Community Center. It is my understanding that the separate, private offices use in NOT a part of this approval. With that said, all other aspects of the zoning ordinance are being met. [*Please note that the heading of her memo is Italian Heritage Center, Gray Street and is dated Sept. 24, 2002. It was included in the Planning Board report for the Irish Heritage Center.*]

The Planning Board approval letter does not directly address whether the office use for non-profits are permitted or not. Based upon the above review of the file, the applicant was advised to apply for a modification to their conditional use approval. The applicant is seeking to add the rental of office space to a non-profit organization as a permissible use in the center. In addition, they are seeking to clarify that they may rent function space for events to individuals and groups and that such groups need not be non-profit entities.

III. SUMMARY OF FINDINGS

Zone:	Residential R-6
Total Building Area:	17,526 sf
Existing Use:	Community Hall, Maine Irish Heritage Center
Proposed Use:	Community Hall with office space for non-profit organizations and rental of function space not limited to non-profit entities
Existing Parking:	None on-site
Required Parking:	As a designated Historic Structure, none is required under zoning; however the conditional use as a Community Hall requires a Parking Management Plan. A parking management plans was approved for the original application in 2002

III. PROPOSED CONDITIONAL USE MODIFICATION

Current proposal

There is an office with 210 sf and a conference room with 600 sf in the lower level of the Maine Irish Heritage Center. The applicant has been leasing the space to Amistad for a phone support system, which they refer to as the “Maine Warm Line.” As noted above, Ann Machado and Marge Schmuckal questioned the existence of this use when Maine Irish Heritage Center applied for a building permit for internal repairs and renovation. Marge Schmuckal is allowing the use to remain in the facility pending the Planning Board’s review of this conditional use application. The Maine Irish Heritage Center seeks to expand the definition of conditional uses for their Community Center as is stated in their application as follows:

Per Ms. Barhydt’s letter of June 17 – the current approval issued by the City permits use for a wide variety of community meetings and functions – including dinners and holiday parties, weddings, funerals, concerts, theater, etc. and space for non-profits to meet. We seek a broadening of the conditional use permit to add office space for rental to other non-profit groups, including but not limited to Amistad, Inc.

The applicant’s request is to include office space for rental to other non-profit groups as one of the permitted uses. For comparison, the conditional use application for the Saint Lawrence Street Community Arts and Cultural Facility (76 Congress Street) states that they “...may house one or more offices for other non-profit organizations.” The conditional use for this facility was granted by the Planning Board in January 2001.

The structure was built as St. Dominic's Church.

- c. *The structure is operated by, or operated subject to the control of, a not-for-profit entity in accordance with its not for profit purposes, and*

The structure is owned and operated as the Maine Irish Heritage Center, which is Maine nonprofit corporation (Attachment 5). The proposed change in the conditional use permit is to allow the Maine Irish Heritage Center to lease office space to other nonprofit groups, including but not limited to Amistad.

- d. *A parking management plan is submitted for review and approval by the Planning Board.*

A parking management plan was submitted and approved as part of the Planning Board's review in 2002 (Attachment 4. 14-27). The parking management plan remains in effect. There has been limited use of the Irish Heritage Center since 2006, while it has undergone repairs and renovation. Mr. John P. Doyle Jr. submitted a letter (Attachment 3), which outlines the range of events that have occurred during the renovation and before May 2006. John Peverada, Portland Parking Manager, confirmed that he has not received any parking complaints regarding this facility since its opening in 2002. The proposed office use intends to utilize the parking for their facility at 66 State Street. The plan included a statement from Catholic Charities Central Services (May 13 2002), that commits to allowing the 29 spaces at 66 State street to be used by patrons of events after hours, which is the time frame in which the Amistad "Warm Line" is in operation. As a designated historic structure, the zoning code does not require parking spaces for this use. The proposed modifications to allow the Maine Irish Heritage Center to rent office space to non-profit organizations and to clarify that the rental of function space need not be limited to non-profit organizations is consistent with the parking management plan.

C . General Institutional Standards

- a. *In the case of expansion onto land of existing such uses other than the lot on which the principal use is located, it shall be demonstrated that the proposed use cannot reasonably be accommodated on the existing site through more efficient utilization of land or buildings, and will not cause significant physical encroachment into established residential areas; and*

The proposed office use is within the building and was shown on the floor plans in 2002 as office and conference room space. The request is to allow the space to be rented to a nonprofit organization.

- b. *The proposed use will not cause significant displacement or conversion of residential uses existing as of June 1, 1983, or thereafter; and*

The proposal will not displace any residential uses as it is within the existing structure.

claim deed submitted, but not attached to the report. Available at public hearing and part of file.)

- A.8 Proposed Modification to Conditional Use
- A.9-10 Letter, Barbara Barhydt, June 17, 2008
- A.11-18 Standard Lease
- A.19-27 Amistad Description
- A.28-29 Letter, John P. Doyle, Jr, October 17, 2008

Plans

- B.1 Lower Level Floor Plan, September 17, 2002
- B.2 Upper Level Floor Plan, seating arrangement 1, September 17, 2002
- B.3 Upper Level Floor Plan, seating arrangement 2, September 17, 2002
- B.4 Lower Level Floor Plan, submitted 2008

Report Attachments

1. December 2, 2002, Planning Board Approval Letter
2. E-mail Correspondence, Peter Driscoll, November 3, 2008
3. Letter, John P. Doyle, Jr, November 5, 2008
4. Planning Board Report #59-02, with Mission Statement, Parking Management Plan and Neighborhood Minutes.
5. State of Maine, Department of the Secretary of State, non-profit corporation for Maine Irish Heritage Center

*Lower level 600 conf + 210 off. area
and*

4-0 Oddcaro, Lewis + Patterson

4. *-that the property line between the applicant and the Gray Street abutter be field located.*
- iii. That the plan meets the Standards for Review of Construction and the Standards for Review of Alterations of the Historic Preservation Ordinance.

Unit 2- Irish Heritage Center

- i. That the proposed development is in conformance with the Site Plan Ordinance of the Land Use Code with the following conditions:
 1. *-that a copy of an executed license agreement be reviewed and approved by Corporation Counsel.*
 2. *-that the condominium documents will be reviewed and approved by Corporation Counsel.*
 3. *-that a detail for the wooden guardrail to be installed between the applicant and Mr. Costin's property be provided to staff for review and approval.*
 4. *-that the property line between the applicant and the Gray Street abutter be field located.*
 5. *-that the applicant procures Conditional Use approval of the property as a community hall in accordance with the City Ordinance.*
- ii. The proposed lighting plan will not produce unacceptable levels of glare and/or light trespass and therefore the Site Lighting Standards for this application are waived.
- iii. That the plan meets the Standards for Review of Construction and the Standards for Review of Alterations of the Historic Preservation Ordinance.

At the same Public Hearing, Planning Board voted 4-0, (Delogu, Caron absent, Lowry recused) to table for future consideration a motion concerning the use of the former St. Dominic's Church as a community hall by the Irish Heritage Center as a Conditional Use in the R-6 zone district.

At a Public Hearing held on November 26, 2002, the planning Board voted 4-0, (Delogu, Lowry recused) that the plan is in conformance with the Conditional Use Standards of the Land Use Code.

Please note the following provisions and requirements for all site plan approvals:

1. A performance guarantee covering the site improvements as well as an inspection fee payment of 2.0% of the guarantee amount and 7 final sets of plans must be submitted to and approved by the Planning Division and Public Works prior to the release of the building permit. If you need to make any modifications to the approved site plan, you must submit a revised site plan for staff review and

AH. 2.1

From: "Peter Driscoll" <amistad1@maine.rr.com>
To: <bab@portlandmaine.gov>
Date: Monday, November 03, 2008 8:28:21 AM
Subject: follow up

Hi Barbara,

I wanted to follow up on your request for further clarification regarding what use is being made of the Irish Heritage Center by Amistad. I understand that you have been given a full description of all of Amistad programs - and I want to be clear that only a small portion of our programs are housed at the IHC. Other Amistad programs are housed in space at 66 State Street (the old St. Dom's elementary school), which we lease from Catholic Charities. That space as you know is immediately adjacent to the IHC making our use of that space very practical for us.

We have leased space at the IHC primarily to house the Maine Warm Line. This is a non-crisis telephone support line that is intended to be a kinder and gentler option for individuals with mental health distress than traditional crisis lines.

The Warm Line operates 7 nights a week, from 5:00 PM to 8:00 AM. We typically have three staff on from 5:00 to 11:00, and two staff until 8:00 AM. The Warm Line is toll free, and takes calls from all over the state. We typically take 80 calls per night. Occasionally a caller would benefit from a more intensive intervention, and typically 2 or 3% of our calls are bridged to a local crisis line.

The Maine Warm Line has 5 stations so that we could have up to 5 individuals working at once - current funding levels will not support that.

Because the Warm Line operates when Catholic Charities is typically closed, we take advantage of parking available in their lot. This is an extremely low impact program, and I would doubt that any neighbors would even be aware of the building's use by the Warm Line.

In addition to the 5 telephone stations, the rented space also includes one office, and a small storage closet. The office is used by the director of the Maine Warm Line. The storage closet is office storage. There is also space large enough for a small conference table, and we occasionally hold staff meetings or groups in this space during the day. The space comfortably seats 12 or so individuals.

I hope this information will be helpful to your consideration of the request

JOHN P. DOYLE JR.
jdoyle@preti.com
Direct Dial: 207-791-3208

November 5, 2008

VIA EMAIL AND HAND-DELIVERY

Barbara A. Barhydt
City of Portland - City Hall
389 Congress Street
Portland, ME 04101

RE: Maine Irish Heritage Center – Material for Planning Board

Dear Barbara:

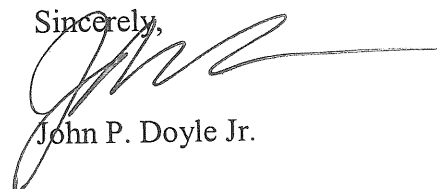
Thank you for your e-mails and your assistance on our application which we understand will be the subject of a Public Hearing on November 12. I understand you have obtained the needed information from Peter Driscoll regarding Amistad's activities and their scope.

This responds to your request for some further detail regarding the uses of the building over the past couple of years. Following the collapse of the bell in May of 2006, the use of the Center has been limited. The Library has been used by those doing genealogical studies, and in recent weeks, a couple of weddings have been held. To give you a sense of what uses were before the bell fell, the following types of activities took place: Irish cultural dance and language lessons, poetry meetings, an art exhibit, and a Special Olympics dinner. The Center was the site of Northern Ireland students visiting and volunteering to assist in cleaning up. Over 75 volunteers assisted at many "Days of Caring" to clean up the Center. The Irish-American Club held periodic meetings at the Center, as did the Ancient Order of Hibernians. Saint Patrick's Day celebrations were held. AA meetings were held on a regular basis along with concerts, recitals and rehearsals. A Christmas party for children was held along with the St. Dominic's Reunion and various workshops. A few weddings also took place.

Following the completion of construction, a reopening event was held on October 21 at which the Gael Tec Minister of the Republic of Ireland was present, along with several City Officials. On November 14, we will be holding a celebratory dinner honoring former Governor Joseph E. Brennan who will be the first recipient of our Claddagh Award.

I hope this information is helpful and sufficient for your purposes, so let me know if I can provide anything further. I will check in with you regarding your report for the Planning Board and whether we can assist further in any way. Thank you.

Sincerely,



John P. Doyle Jr.

I. INTRODUCTION

Portland West, P.R.O.P and the Irish heritage Center have requested a public hearing before the Planning Board to consider plans for the renovation and reuse of the St. Dominic's property located in the vicinity of 34 Gray Street. The property consists of the former St. Dominic's Church, the former Girl's School and two small grade-separated surface parking lots. Originally, it was proposed that the property be split in two and that the new properties would undergo separate site plan reviews. Because of zoning issues arising out of the proposed property split, the project is now proposed as a condominium. A further explanation for the creation of the condominium is included as attachment 3.

The church, completed in 1893 is a listed National Historic Landmark and has been the subject of a large-scale rehabilitation and re-use effort. The former girls school is a three-story brick structure located to the west of the church on Gray Street in Portland's Historic West End District. Prominent building characteristics include the numerous window openings and decorative granite lintels. The site is bordered by a residential triplex to the west and Catholic Charities to the south.

285 notices were sent to area residents. A legal ad appeared in the September 30, 2002 edition of the Portland Press Herald.

II. SUMMARY OF FINDINGS

Lot Size:	23,640 square feet +/-
Building Size:	10,465 square feet (church foot print)
	13,000 square feet (proposed church rehab)
	19,008 square feet (total proposed square footage of girl's school)
Zoning:	R-6
Parking:	No specific number of parking spaces are required for either building.

III. PROPOSED DEVELOPMENT

Irish Heritage Center- The Irish Heritage Center proposes to construct a 13,000 square foot community hall/performing arts center within the existing St. Dominic's Parish Church Building at 34 Gray Street. The facility is to be housed within the existing sanctuary structure and no building additions are proposed. The interior modifications will allow the development of a community hall including conference space, kitchen area and associated offices on the lower level and a performance art center including a box office, gift shop and library on the upper level. A completed description of the facility and the proposed use is included in the applicant's written statement (see attachment 1) Exterior modifications include limited landscaping and lighting and the construction of a meditation/sculpture garden in the area between the church building and the girl's school. A sketch plan for the garden is included as attachment 26.

St. Dominic's Family Housing Project- PROP and Portland West propose the renovation of the existing St. Dominic's Girls school into 12 affordable housing units. These units will consist of two 4-bedroom, four 3-bedroom, five 2-bedroom and one 1-bedroom unit. The majority of the project consists of the internal renovation for the converted use. New exterior construction includes a stair

memo. The reuse of the girl's school is required to provide sufficient parking to satisfy the reasonably foreseeable demand for parking which will be generated by the proposed development (Sec. 14-526 a-2a). If the housing were required to adhere to the parking standards of the Land Use Code, 1.5 spaces per unit or 18 total spaces would be required.

3. Proposed Buildings

New building construction consists of the construction of a stair tower, roof dormer and handicap ramp for the family housing project. No new building construction is proposed for the Irish Heritage Center although proposed work includes the installation of a painted steel gate at the entrance to the meditation garden between the former church and girl's school. All new construction meets the requirements of the zoning ordinance (see attachment 19) and has been reviewed by the Historic Preservation Committee.

4. Sewer, Storm Drain and Water

The site will be serviced by existing utilities located within Gray Street. Staff has received confirmation of adequate water supply (attachment 5) and a sewer capacity (attachment 6).

5. Landscaping

The project proposes a landscape treatment for the front of the church building consisting of a tree and ground plantings. A similar treatment consisting of a Thornless Hawthorn tree and ground plantings are proposed for the entry to the girl's school. The lower parking lot will be enhanced through the placement of two Norway Maples and accompanying daylilies. The area between the dumpster enclosure and the existing tree is being greened with groundcover. Jeff Tarling, City Arborist, has reviewed the landscape plan which will include the landscape features of the sculpture/meditation garden. (attachment 16)

6. Soils and Drainage

The drainage patterns of roof flows to a gutter system directly into the existing stormwater drains will be maintained. The buildings gutter system will be restored as a component of the building renovations. Both the upper and lower parking areas sheetflow to the street, where they enter the city system. The existing surface drainage appears to be adequate to manage stormwater runoff. Jim Seymour, Consulting Engineer for the City of Portland, has reviewed the drainage and his comments are included as attachment 18.

7. Exterior Lighting

The applicant has provided staff with catalog cuts and photometrics for new exterior lighting for the housing proposal that is compatible with the technical standards. Catalog cuts are included as attachment 7. The lighting for the Irish Heritage Center includes uplighting that has been reviewed and recommended by the Historic Preservation Committee following an evening site visit. Approval of the uplighting will require a waiver from the technical standards.

12. Financial Capacity

The Irish Heritage Center has provided staff with a budget narrative as well as a detailed construction budget to demonstrate financial capacity. Early in the review process, concerns were raised by staff, the Planning Board and interested members of the community because of the exorbitant costs anticipated for the restoration of the church building. The original estimates on restoration costs, most notably for the roof repair, were based upon information relayed from the Catholic Dioceses to the City of Portland at the time the property was initially sold. After careful examination by area roofing experts, the Irish Heritage Center believes that these initial estimates were too high. The construction costs provided reflect the anticipated price for the slate roof and copper flashing repairs.

The Irish Heritage Center has also reduced the size of the proposed budget by removing the “theater in the round” program element from the project at this time.

The Irish Heritage Center funding plan includes Historic Tax Credits, in-kind services, pledged materials, fund raising events, anticipated grants and HCD monies. Please refer to the budget narrative and construction budget for further detail. These documents are included as attachment 8 .

The proposed funding for St. Dominic’s Family Housing project includes federal and state historic tax credits, state subsidies from the Maine State Housing Authority and City of Portland CDBG and HOME funds. A summary of the anticipated sources and costs is included as attachment 9.

VI. SUBDIVISION REVIEW -St. Dominic’s Family Housing, Unit 1

1. Water and Air Pollution

The development is not anticipated result in undue water or air pollution.

2/3. Water

The development has sufficient water available for the reasonably foreseeable needs of the subdivision as indicated through the capacity letter

4. Soil Erosion

Proper erosion control measures will be required in the field during the minimal site work proposed.

5. Traffic

Please refer to the Site Plan Review Section

6. Sanitary/Stormwater

Please refer to the Site Plan Review Section

Daily Operations-

Evening events occurring during the first 6-12 months of operation will be confined to the lower level of the building. The capacity for this first floor is 150 persons with the anticipated average attendance for functions on this level to range from 25 to 50. These events include community dinners, Irish dance and language classes, senior bingo for residents of 100 State Street and small concerts or theater productions. Parking for these events will primarily consist of the 34 spaces available in the evenings and on weekends at the abutting Catholic Charities lot, 13 spaces at St. Elizabeth's Child Development Center at High and Danforth Streets, 8 spaces at the home of Betty Pomeroy at 268 Spring Street and at the Reiche School with a capacity of 23-40 spaces. These spaces are all within a 10-minute walk to the Irish Heritage Center.

Larger Events-

The second floor sanctuary space has a seating capacity for up to 350 persons for events including weddings, folk festivals and concerts. Events of this size, with the exception of funerals, will have lead times sufficient for adequate scheduling of necessary parking plans. Parking plans will include shuttle service from off-site lots in a pre-planned, coordinated manner. All guests attending events will be eligible for free shuttle service from parking lots not in walking distance through a ticket surcharge. The shuttle drop off and pick up at the Irish Heritage Center will be coordinated with the City Traffic Engineer on a case-by-case basis. Off-site parking lots the IHC has arrangements with to provide parking include the PROP parking lot at Cumberland Ave. with 35 spaces available on weekends, the City of Portland International Ferry Terminal (Nov-May) with 50-250 spaces, Bubba's Lounge, 96 Portland Street available evenings & weekends with 60 spaces, Cheverus High School available year round evenings & weekends with 70 spaces and the Portland Fish Pier also available year round evenings & weekends with 150 spaces.

Portland West has agreed to enter into a renewable lease agreement to provide three fifteen-passenger vans, with drivers, for events at the Irish Heritage Center. (see letter of commitment with attached Parking Management Plan) Each van will accommodate 14 passengers and one driver and will service any parking area. Cheverus High School has agreed to provide one fifteen-passenger van and driver for events to be contracted on a per event basis. This van will provide delivery to and from the Cheverus High parking area.

The conditional use standards for community halls in the R-6 zone and the specific provision for the Parking Management Plan were developed in response to the reuse of the St. Lawrence Church property at 67 Congress Street. The community hall use was adopted into the Land Use Ordinance in March of 1999 through a text change proposed by the Friends of St. Lawrence Church. Subsequently, the Friends of St. Lawrence Church applied for and received conditional use approval to construct a 6,000 square foot community hall/theater within the existing parish hall. Although the proposed Irish Heritage Center and the 90-seat St. Lawrence Community Arts Center are different in size and scope, the approved parking management plan is included for reference as attachment 15.

The requirement of a Parking Management Plan was not meant as a barrier to the adaptive reuse of historic structures in the City of Portland. The City has a policy strongly encouraging the adaptive reuse of these structures and does not require historic structures to demonstrate compliance with the standard parking requirement. The Parking Management Plan requirement was also not intended

2. *-that the condominium documents will be reviewed and approved by Corporation Counsel.*
- iii. That the plan (meets/fails to meet) the Standards for Review of Construction and the Standards for Review of Alterations of the Historic Preservation Ordinance.

Unit 2- Irish Heritage Center

- i. That the proposed development is/is not in conformance with the Site Plan Ordinance of the Land Use Code

Potential Conditions of Approvals:
- ii. The proposed lighting plan (will not/will) produce unacceptable levels of glare and/or light trespass and therefore the Site Lighting Standards for this application (are/are not) waived.
- iii. That the plan (meets/fails to meet) the Standards for Review of Construction and the Standards for Review of Alterations of the Historic Preservation Ordinance.
- iv. That the plan is/is not in conformance with the Conditional Use Standards of the Land Use Code.

Attachments:

1. Application with proposed floorplans, Irish Heritage Center
2. Application, St. Dominic's Family Housing
3. Explanation for Creation of Condominium
4. Catholic Charity's letter of support/intent to amend site plan
- 4b Catholic Charity's confirmation of willingness to grant license, 9-10-2002
5. Water Capacity, 6-04-2002
6. Sewer Capacity, Center, 6-04-2002
- 6b. Memo from Larry Ash concerning Parking Lot Configuration
7. Lighting Catalog Cuts
8. Irish Heritage Center, Budget Narrative and Construction Budget,
9. Financial Analysis, St. Dominic's Family Housing
10. City Council Orders
11. Purchase and Sale Agreements, July 2002
12. Irish Heritage Center Neighborhood Meeting Minutes and Attendance Sheet
- 12b. St. Dominic's Family Housing Neighborhood Meeting Minutes and Attendance Sheet
13. Standards for Conditional Use in all Zone Districts
14. Irish Heritage Center Parking Management Plan with attached letters of commitment.
15. St. Lawrence Community Arts Center Parking Management Plan

THE IRISH HERITAGE CENTER

OUR MISSION:

The Irish Heritage Center is dedicated to protecting, preserving and revitalizing the Saint Dominic's Church for community use.

The Irish Heritage Center was formed by members of the Irish American Club and the Foundation for the Preservation of Saint Dominic's. Each member brings various forms of experience and skills which, when combined, strengthens our ability to achieve the shared goals we have developed for the center. Together we comprise a unified board of directors with no political or religious agenda. We seek to renovate and revitalize the former Saint Dominic's Church building so it will serve as a center for a broad range of community enrichment programs.

Our board members strongly believe that the Irish Heritage Center will become a vital home for the Irish community. We are pleased that it will also provide a multi-purpose gathering space open to all other ethnic and cultural groups, private individuals, non-profit organizations and businesses. Rental space will be offered at full price, for free, or at reduced rates dictated by criteria to be developed by the board of directors.

The Irish Heritage Center will be the permanent home of historic artifacts and documents related to the creation and operation of Saint Dominic's, charting its rich history as a vibrant community church. It is our intention to establish this memorial library and dedicate it to the founders and former parishioners of this congregation. Irish treasures including oral history tapes, films, books, articles and photographs that are currently scattered in multiple private locations in the state will also be stored there. These materials will be accessible in public displays, to be used by pleasure seekers and researchers alike. For those interested in researching their family history, a simple genealogy center will be created. Patrons may contribute their ancestral chart in a computer data bank for easy cross reference by relatives.

Along with the library, much anticipated office and meeting space will be offered for interested tenants. The Irish American Club, which now includes over five hundred members, will be welcome to utilize meeting spaces for their many functions. Irish culture will be promoted through events such as dance and language classes, lectures, workshops, movies, dinners and various holiday celebrations. A small gift shop, boasting quality Irish wares, will be open year round to the public.

The Irish Heritage Center will offer the public rental spaces of all sizes ranging from the intimacy of a small board room to the expansiveness of the sanctuary. Samples of interest include: seminars, conferences, workshops, wedding receptions, graduation parties, family gatherings, dinners and bingo games. For "regulars", storage lockers will be provided and additional bathrooms will accommodate maximum usage of the IHC. The basement of the IHC is suitable for non-profits or businesses to rent customized office space for their specific needs.

14
4.14

IHC PARKING MANAGEMENT PLAN

Revised 9/16/02

The Irish Heritage Center (IHC) has created a thoughtful, extensive parking management plan to address the limited parking availability in the neighborhood. This plan is described in two sections: Section A is for daily use and small events which will comprise **the majority** of functions at the IHC, and; Section B addresses larger, capacity filled events which will be fewer in number and normally occurring on weekend days and/or weekend nights.

Section A. Daily Operations:

When the IHC is fully operational in late 2003, it will be staffed by two people, an Executive Director and a Bookkeeper/Events Coordinator. Daily hours of operation will be 9:00 a.m.-5:00 p.m. There are no parking spaces located onsite for staff. Evening events will be restricted to the lower level of the IHC for the first six-twelve months of operation, depending upon the construction timetable. The first floor capacity is 150 persons. The average number of persons attending functions on the Lower Level will range from twenty-five to fifty. This includes IHC Board meetings, Irish American Club board meetings, Irish language classes, Irish dance classes, Irish book club meetings and small group functions by other non-profit organizations. Functions that may draw capacity numbers in this space include community (neighborhood) dinners, fundraising dinners, Senior Bingo for residents of 100 State Street (located literally across the street) and small concerts or theater productions. The City requires a 1-6 ratio for parking. At 150 persons, the requirement is 25 spaces. These are available at the adjacent parking lot owned by Catholic Charities Maine, which has a capacity of 34. (See attached letter.) In addition to the CCM lot, the following sites are within ten minutes walk to the IHC:

a. Reiche School	23-40 spaces
b. St. Elizabeth's Child Care Center	13 spaces (evenings and all weekends)
c. 268 Spring Street	8 spaces (home of Betty Pomeroy)
TOTAL	44
TOTAL with CCM Lot	78

Section B. Large Events:

The sanctuary space, located on the second level, has a seating capacity of 350 persons. This space will be available for concerts, theater performances, weddings, funerals, storytelling festivals, Irish folk festivals and public education forums. Events of this size, with the exception of funerals, will have long lead times for scheduling. The parking plan for these events will include shuttle services from off site parking lots to the IHC in a pre-planned, coordinated arrangement. Guests will have free shuttle services, which will be paid for by a surcharge included in ticket prices. Arrangements for shuttle services will be designed on a case by case basis per event. The shuttle drop off and pick up area will be determined by Larry Ash, City Traffic Engineer, who has agreed to work with the IHC. (See attached letter)

Example: A wedding party will sign a contract with the IHC that specifies the number of guests that will be attending the wedding. Shuttle services will accommodate the need and will be scheduled as required by the contracted party. Additionally, all guests will be encouraged to carpool.

St. Elizabeth's Child Development Center

Bishop Joseph J. Gerry
O.S.B.
President

Michael R. Poulin
Esq.
Chairman

Gloria A. Dugan
ACSW, LCSW
Executive Director

Lori Freid Moses, MPA
Program Director

September 17, 2002

Ms. Maureen Coyne Norris
President
Irish Heritage Center
PO Box 7588
Portland, ME 04112-7588

Dear Ms. Coyne Norris:

I am writing to you at the request of Dan Murphy regarding parking spaces at St. Elizabeth's Child Development Center, located at 87 High Street in Portland. Typically, we are open from 7:00 – 5:30 p.m. Monday through Friday. We do have 13 parking spaces that are available on nights and weekends when we do not have any meetings scheduled. If the Irish Heritage Center would call in advance, we would confirm that there were no scheduling conflicts and that parking is available for their use. Also, we would ask that if there is a snow storm in progress, we would need to keep the parking lot free so that we could have it plowed.

I hope this is the information that you need.

Sincerely,



Lori Freid Moses
Program Director

ACCREDITED



COUNCIL ON ACCREDITATION
OF SERVICES FOR FAMILIES
AND CHILDREN, INC.



United Way

Central Services

Bishop Joseph J. Gerry
O.S.B.
President

May 13, 2002

Patricia M. Collins
Chairperson

John M. Kerry
Chief Executive Officer

Irish Heritage Center
c/o Linda Hogan
P.O. Box 1106
Portland, ME 04104

Dear Linda:

Catholic Charities Maine supports the efforts of your organization to develop an Irish Heritage Center in the St. Dominic's Church building. We commit that our twenty-nine (29) parking spaces in our lot at 66 State Street can be used by patrons of events held at the Center during hours in which tenants of our facility are not in operation. Please arrange to finalize details of this agreement with our Program Director, Don Harden.

I wish you well in your efforts to undertake this very worthwhile project.

Very truly yours,



John M. Kerry
Chief Executive Officer

JMK/maf

ACCREDITED



4.20

September 24, 2002

Ms. Linda Hogan, Project Director
Irish Heritage Center
PO Box 7588
Portland ME 04112-7588

Dear Linda:

This letter is written to offer PROP's full cooperation in assisting with the parking management plan for the Irish Heritage Center.

PROP has 42 parking spaces available every weekend (Friday night through Sunday night) year round. With the exception of shared use by Sacred Heart Church for one-two hours only on Sunday mornings, the lot remains empty. We are happy to offer our lot for overflow parking whenever large weekend events are scheduled at the Irish Heritage Center. Other drivers can easily carpool to the IHC from our lot, which will relieve parking demands for street spaces within the immediate IHC neighborhood.

PROP remains very pleased and supportive of the exciting, multi-use design for the Irish Heritage Center. It will be wonderful to see the building brought back to life and returned to our community.

Sincerely,

Grant R. Lee
Executive Director

4.22

May 22, 2002

Ms. Linda Hogan
Project Director
Irish Heritage Center
PO Box 7588
Portland, ME 04112-7588

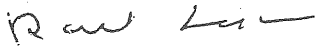
Dear Ms. Hogan,

This letter is written to confirm the availability of 60 parking spaces for the Irish Heritage Center at my extended lot on 92 Portland Street, Portland, ME.

These spaces are available week nights after 5:30 p.m. and all day on weekends, at no charge to your non-profit organization.

I support the efforts of the Irish Heritage Center and wish you well with this great project.

Sincerely,



Robert Larkin
92 Portland St.
Portland, ME 04101

Portland Public Schools

4.24

Administrative Offices
331 Veranda Street, Portland, Maine 04103-5599
207-874-8100

April 26, 2002

Linda Hogan
Irish Heritage Center
P. O. Box 11106
Portland, ME 04106



Dear Ms. Hogan:

You called asking us to provide you with a letter regarding the availability of parking at Reiche School.

Approximately 55 parking spaces exist at Reiche School among the two developed areas on Brackett Street and the one on Clark Street. They are presently designated "No Parking Except for School Dept. Employees During School Hours." It is the Principal of Reiche School's understanding that the community uses 50% - 60% of those parking spots during non-school hours, including weekends; some, obviously, are used for the Community Center and Library at Reiche. Because of this, we cannot guarantee that any specific number of spaces would be available for your use.

Portland Public Schools has entered into a use agreement with the Friends of St. Lawrence whereby they use the Adams School parking lot. We could enter into a similar agreement for the use of the Reiche lots, but I would not want such an agreement to cause a negative reaction in the community because of the loss of access to the lots. The parking issue is one that needs to be specifically addressed during Planning Board review so that the public will be fully aware of the situation and impact.

Any agreement would be subject to the review and approval of Reiche's Principal as well as the City's Corporation Counsel, and would ultimately be signed by our Superintendent of Schools.

I hope this information is useful as you make plans for the Irish Heritage Center. Please call me at 874-8126 if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "H. J. Dresch", written over a horizontal line.

H. J. Dresch, P. E.
Facilities & Property Services Manager

Copy: Mary Jo O'Connor, Superintendent of Schools
Jonathan Spence, Planning Dept.
Ken Kunin, Principal, Reiche School
Charles Lane, Corporation Counsel

4.26

September 23, 2002

Mr. Larry Ash
Portland Traffic Engineer
City of Portland
389 Congress Street
Portland, ME 04101

Dear Mr. Ash:

This letter is written as follow-up to your conversation with Jonathan Spence regarding drop off parking, on a case by case basis, for Irish Heritage Center (IHC) events to be held at 34 Gray Street in Portland. The IHC is excited about working with you and your office to investigate possible drop off areas for our shuttle vans.

The IHC is in the process of purchasing the former St. Dominic's Church. Our plan calls for a year of renovation work, with an anticipated opening in late fall of 2003. There will be occasions when concerts, theater production or weddings may draw capacity seating (350 persons). Our parking management plan includes shuttle vans that will transport guests from off site parking lots to the IHC. These events will be held primarily on weekends, during day or evening hours, and there may also be an occasional mid week event.

The IHC looks forward to working closely with you and other members of your staff to explore shuttle drop offs for our events. Thank you for your assistance with this issue. Our schedule of events will be published weeks in advance of every function; therefore we would be happy to present our schedule for your review on a case by case basis.

Thank you for your assistance with this request. If you have additional questions about the Irish Heritage Center's operation, or this request, I can be reached at 775-5746.

Sincerely,

Linda Hogan
Project Director

4.29
AH. 12

**IRISH HERITAGE CENTER
NEIGHBORHOOD MEETING
MINUTES**

Date Held: Tuesday, May 28, 2002
Location: 100 State Street
Invitation List: Provided by Portland City Hall
Attendees: List attached
Time: 6:35 p.m. to 7:49 p.m.

Opening remarks by Maureen Coyne Norris, IHC Board President. Board members Jim Walsh, David Soule & Bob Kearney introduced; Chris Cavendish of TFH Architects, David Garrity of Board Advisory Committee.

1. Linda Hogan. Overview of project. History of St. Dominic's as more than a church; a community center. Planned use for Sanctuary and Lower Levels described.
Sanctuary: concerts, theater, weddings, funerals, film festivals, public forums, festival masses.

Lower Level: Bingo, dinners, receptions, Irish American Club meetings, community programs, non-profit meeting space, offices. The IHC is returning St. Dominic's to the community. (Applause.)

2. TFH: Walked through designs for the renovation, emphasizing community spaces. Started with Lower Level and updated changes from last public meeting, i.e. no wall in Lower Level, added Meditation Garden, new bathrooms, LULA. Upstairs pews on castors will provide for the use of different functions. Upstairs is larger for other uses such as theater, open for dances (Ceili, contra). Option could be Theater In The Round, moveable stage and individual sections.

Question: Funerals? Assured by Jim Walsh that funerals can occur there even though it's no longer a Catholic Church. Ministers and priests can hold funerals anywhere now.

Question: Parking: Will there be problems in receiving money (grants) for religious "stuff". Answer Linda Hogan: The IHC is not a church and won't seek grant money for religious purposes.

3. Parking Plan: Linda reviewed the parking space plan.

- a. 6 spaces IHC
- b. 29 spaces Catholic Charities Maine
- c. 23 Reiche School (can be more when available)
- d. 8 spaces at 268 Spring Street (Betty Pomeroy)
- e. Total: 66 spaces; only 26 required. Only 2 needed for staff and 2 for guests.
- f. Shuttle options: Cheverus High School; 70 spaces; Bubba's Lounge, 60 spaces; Knights of Columbus in South Portland, 25 spaces; Portland Fish Pier; 150 spaces; Portland International Ferry Terminal 50-250 (November -May)

Cheverus will provide a bus or van; Portland West has offered a van for shuttles.

Assured everyone that the IHC is still looking for options closer to St. Dominic's and is very concerned about parking for the IHC and the neighborhood.

4. Financial Plan: Linda Hogan reviewed fundraising to date.

Comment: Dan Murphy spoke of growing up on Brackett Street and walking to St. Dom's for neighborhood events. Happy the church is being restored; excited about the prospect of returning it to the community. (Applause from audience.)

Question: When will the IHC be open? Begin renovations this summer, doing fundraising, work in stages. Hope to have functions in the next year.

Comment: Nancy Merrow: What is the board composition? How many Catholics on board? Linda explained the board has 9 seats; 6 from the Irish American Club and 3 from St. Dom's. Nancy commented that she never saw people use the church when it was open, poor attendance. Jim Walsh said 4,000 in heyday; 300 when it closed. Jim explained the Diocese's decision to close the church was controversial with parishioners.

Question: Will there be lots of community dinners? YES! (Applause)

Question: How does Bingo work? Linda read part of a report by Susan Flaherty that described power ball, card pricing and pay outs.

End of questions and comments. Meeting adjourned at 7:49 p.m.

5.2

DOMESTIC
NONPROFIT CORPORATION
STATE OF MAINE
ARTICLES OF AMENDMENT

Minimum Fee \$5.00 (See 61401)

File No. 20020292ND Pages 2
Fee Paid \$ 5
DCN 2041981500006 LNME
FILED
07/13/2004

Julie R. Flynn
Deputy Secretary of State

A True Copy When Attested By Signature

Deputy Secretary of State

Irish Heritage Center
(Name of Corporation)

Pursuant to 13-B MRSA §§802 and 803, the undersigned corporation executes and delivers the following Articles of Amendment:

FIRST: ("X" one box only.) public benefit corporation mutual benefit corporation

SECOND: Describe NATURE OF CHANGE (i.e. change in name of corporation, purpose, number of directors, adding or deleting section or revision of section, etc.) as well as TEXT of amendment. Attach additional pages as needed.

*The name of the Irish Heritage Center has been
changed to "Maine Irish Heritage Center".*

5.4

DOMESTIC
NONPROFIT CORPORATION
STATE OF MAINE
ARTICLES OF AMENDMENT

Minimum Fee \$4.00 (Rev 8/1/01)

File No. 20020292ND Pages 4
Fee Paid \$ 5
DCN 2033431500013 AMEN
FILED
12/02/2003

Julie A. Dyer
Deputy Secretary of State

A True Copy When Attested By Signatures

Deputy Secretary of State

Irish Heritage Center
(Name of Corporation)

Pursuant to 13-B M.R.S.A. §§802 and 803, the undersigned corporation executes and delivers the following Articles of Amendment:

FIRST: (*X* one box only.) public benefit corporation mutual benefit corporation

SECOND: Describe NATURE OF CHANGE (i.e. change in name of corporation, purpose, number of directors, adding or deleting section or revision of section, etc.) as well as TEXT of amendment. Attach additional pages as needed.

1. Article III, Sec 1 - expand maximum number of board members to fifteen (15)

2. Article III, Sec 3 - require ~~vacancies~~ vacancies on the Board of Directors to be filled within sixty (60) days.

3. Article IV, Sec 1 - delete text

4. Article V, Sec 1 - delete text

The text of the amendments is attached herewith.

5-6

Rev. June 2003

**IRISH HERITAGE CENTER -
Summary of Changes to BY-LAWS
Attachment to Articles of Amendment**

**ARTICLE III
Board of Directors**

Section 1. Number and Qualifications. The business and affairs of the Corporation shall be managed by a Board of not fewer than four (4) or more than fifteen (15) Directors. Directors need not be residents of the State of Maine.

~~Section 3. Vacancies. Any vacancy occurring in the Board of Directors, either by~~
increase in the number of directors or otherwise, shall be filled by the Irish-American Club or the Foundation for the Preservation of St. Dominic's, by turn, and in proportion to their respective rights to membership on the Board of Directors within sixty (60) days of the vacancy. A Director elected or chosen to fill a vacancy shall serve for the term for which he or she is elected, or for the unexpired term of his or her predecessor in office, and until his or her successor is elected and qualified. Any increase or decrease in the number of Directors shall be done in groups of three unless the sitting Directors otherwise agree by a majority vote.

ARTICLE IV

The Officers

Section 1. Officers. The officers of the Corporation shall consist of a President, a Vice President, a Treasurer, a Secretary, and a Registered Agent and such other officers and agents as may be deemed necessary by the Board of Directors. Any two or more offices may be held by the same person. The officers shall be elected annually by the Board of Directors and shall serve until their successors are elected and qualified. ~~One year of service on the Board of Directors is required before a person is eligible to run for office.~~

5.8

NONPROFIT CORPORATION
 STATE OF MAINE
 NOTIFICATION BY REGISTERED AGENT
 OF CHANGE IN CURRENT NAME
 or REGISTERED OFFICE

Filing Fee \$5.00 for each corporation listed

File No. 20020292ND Pages 2
 Fee Paid \$ 5
 DCN 2033014400008 RO
 FILED
 10/27/2003

Julie R. Flynn
 Deputy Secretary of State

A True Copy When Attested By Signature

Deputy Secretary of State

Pursuant to 13-B MRSA §305.3 or §1212.2-A., the undersigned registered agent for one or more corporations gives notice of the following change in name of current registered agent or registered office in the State of Maine for each corporation listed in item FIFTH:

FIRST: Current name of registered agent appearing on the record in the Secretary of State's Office _____

Michelle A. Doyle

SECOND: New name of current registered agent, if name has changed N/A

THIRD: Address of former registered office:

34 Park Street, Portland ME 04101
(street, city, state and zip code)

FOURTH: Address of new registered office:

34 Gray Street, Portland ME 04101
(physical location - street (not P.O. Box), city, state and zip code)
P.O. Box 7588, Portland ME 04112-7588
(mailing address if different from above)

FIFTH: The undersigned, registered agent of the following corporation(s), has notified each corporation of the above change.

Name of Corporation	Jurisdiction of Incorporation if not Maine
<u>Irish Heritage Center</u>	

Names of additional corporations attached hereto as Exhibit _____ and made a part hereof.

5.10

DOMESTIC
NONPROFIT CORPORATION

STATE OF MAINE

ARTICLES OF INCORPORATION

Filing Fee \$20.00

File No. 20020292ND Pages 3

Fee Paid \$ 20

DCN 2020031500003 ARTI

FILED

12/31/2001

Julie R. Flynn
Deputy Secretary of State

A True Copy When Attested By Signature

Deputy Secretary of State

Pursuant to 13-B MRSA §403, the undersigned, acting as incorporator(s) of a corporation, adopt(s) the following Articles of Incorporation:

FIRST: The name of the corporation is Irish Heritage Center

SECOND: The corporation is organized for all purposes permitted under Title 13-B, MRSA, or, if not for all such purposes, then for the following purpose or purposes:

The Corporation is organized exclusively for one or more of the purposes as specified in Section 501(c)(3) of the Internal Revenue Code of 1986, and shall not carry on any activities not permitted to be carried on by an organization exempt from federal income tax under IRC §501(c)(3) or corresponding provisions of any subsequent tax laws.

THIRD: The name and registered office of the Registered Agent who must be a Maine resident, whose office is identical with the registered office; or a corporation, domestic or foreign, profit or nonprofit, having an office identical with such registered office:

Michèle A. Doyle
(name)

34 Park Street, Portland ME 04101
(physical location - street (not P.O. Box), city, state and zip code)

same
(noting address if different from above)

THIS FORM **MUST** BE ACCOMPANIED BY FORM MINPCA-18 (Acceptance of Appointment as Registered Agent §304.3.)

FOURTH: The number of directors (not less than 3) constituting the initial board of directors of the corporation, if the number has been designated or if the initial directors have been chosen, is 9

The minimum number of directors (not less than 3) shall be 3 and the maximum number of directors shall be 12.

FIFTH: Members: ("X" one box only)

There shall be no members.

There shall be one or more classes of members, and the information required by §402 is as follows:

512

NONPROFIT CORPORATION

STATE OF MAINE

ACCEPTANCE OF APPOINTMENT
AS REGISTERED AGENT OF

Irish Heritage Center
(name of nonprofit corporation)

Pursuant to 13-B MRSA §304.3 or §1212.1-A, the undersigned hereby accepts the appointment as registered agent for the above-named nonprofit corporation.

REGISTERED AGENT

DATED 27 December 2001

Michelle A. Doyle
(signature)

Michelle A. Doyle
(type or print name)

For Registered Agent which is a Corporation

Name of Corporation _____

By _____
(authorized signature)

(type or print name and capacity)

SUBMIT COMPLETED FORMS TO: CORPORATE EXAMINING SECTION, SECRETARY OF STATE,
101 STATE HOUSE STATION, AUGUSTA, ME 04333-0101
FORM NO. MNPCA-18 Rev. 4/16/2001 TEL. (207) 624-7740

From: Ronald Ward <rnward@dwmlaw.com>
To: 'Barbara Barhydt' <BAB@portlandmaine.gov>
Date: Sunday, November 09, 2008 12:53:08 PM
Subject: FW: 3 Gray St, Portland

Barb- attached is an email I sent to Rick K some time ago. I haven't received a reply but I now understand that the Planning Board will hold a conditional use hearing on 11/12 re conversion of the the Irish Center to function and office use. The existing uses of the adjacent Catholic Charities building have had a significant impact upon the neighborhood. The new proposal, without any detail thus far, seems to promise an expansion of those impacts. My family lives next door and this is a matter of some continuing concern.

Accordingly, I'd like the chance to review the file on Monday of next week (or Tuesday, if you're closed on Monday). Also, I'd like to see the original site plan files for the Center and Catholic Charities properties, as requested in the original request to Rick. Finally, if you know, we'd like the contact persons and addresses for Catholic Charities and Irish Center for details which may not be apparent from the files.

Give me a call or send an email when this info is available.

Thanks- Ron

Ronald N. Ward, Esq.
Drummond Woodsum & MacMahon
84 Marginal Way, Suite 600
Portland, ME 04101-2480

207-772-1941
207-772-3627 (fax)
rnward@dwmlaw.com

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IRS CIRCULAR 230 DISCLOSURE: To ensure compliance with requirements imposed by the IRS, we inform you that any tax advice contained in this communication, unless expressly stated otherwise, was not intended or written to be used, and cannot be used, for the purpose of (1) avoiding tax-related penalties under the Internal Revenue Code or (2) promoting, marketing, or recommending to another party any tax-related matter(s) addressed herein.

From: Ronald Ward
Sent: Monday, October 13, 2008 10:41 AM
To: Rick Knowland
Subject: 3 Gray St, Portland

Rick- we've just received a notice of possible conditional use for office space, apparently already rented to Catholic Charities, for what used to be the Irish Heritage Center. This appears to be an expansion of the various social services uses in the Catholic Charities building at the intersection of Danforth and State St.

Since no application yet filed, we don't know the extent of the proposed expansion. On its face, it seems to be a continuation of the expansion of the commercial uses in this area, accelerated by the uses in the

Catholic Charities building. However, this does seem to be a good time to review what the actual uses are and what is now being asked to be permitted, so we all go forward with some confidence as to what to expect.

To that end, I'd like to review the Site Plan review files for the Irish Heritage Center at 3 Gray St, the Catholic Charities social services building at 66 State St (intersection of State and Danforth) and the subsidized housing project next to the Irish Heritage Center (with an address around 7 Gray St).

You may have no responsibility for any of this, so just pass along to the appropriate person(s) and I'll deal directly with them- thanks.

Ronald N. Ward, Esq.
Drummond Woodsum & MacMahon
PO Box 9781
245 Commercial Street
Portland, ME 04104

207-772-1941
207-772-3627 (fax)
rward@dwmlaw.com

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IRS CIRCULAR 230 DISCLOSURE: To ensure compliance with requirements imposed by the IRS, we inform you that any tax advice contained in this communication, unless expressly stated otherwise, was not intended or written to be used, and cannot be used, for the purpose of (1) avoiding tax-related penalties under the Internal Revenue Code or (2) promoting, marketing, or recommending to another party any tax-related matter(s) addressed herein.

Please note that our Portland office has moved. Our new address is 84 Marginal Way, Suite 600, Portland, Maine 04101-2480. All telephone and fax numbers remain the same. Thank you.

Barbara Barhydt - Burnside

From: "Jim Wolf" <jmw1@maine.rr.com>
To: "Barbara Barhydt" <BAB@portlandmaine.gov>
Date: Sunday, November 09, 2008 12:58:10 PM
Subject: Burnside

Barbara

I am somewhat confused.

The lots in question were created I believe in 2004; our plan only places a lot number on the plan for the parcel. This number could be eliminated if necessary.

We are not asking for a building permit on the 6th lot; it is labeled not to be developed. We have not seen in the code where it is required to develop the road in front of lot 6.

If we are correct this project is for the development of a 14-403 street. The need for planning board is to allow the division of the property on the other side of the street into 4 lots. If we had decided to develop lot 5 and two lots on the other side we would not have to go to board.

Please give us some direction as to why the need for this additional road. Due to the neighborhood opposition and the costs involved we wish to leave lot 6 as undeveloped. Is an option to make it part of lot 5 and ask for a waiver on having to build the extra frontage? Finally, what makes this different from Castine is the city determined Burnside should not be connected to Ray as the intersection is unsafe.

Again, may we go to the Board and ask for their input. I realize staff is only trying to predict what the board will ask for.

Thank you

Jim

CC: "Danielle West -Chuhta" <DWCHUHTA@portlandmaine.gov>, "Doug Reynolds" <DReynolds@gorrillpalmer.com>



AH A.1

City of Portland, Maine
Department of Planning and Development
Conditional Use Application

Application ID: 1440 Application Date: 09/25/2008 CBL: 044 H004001 Property Location: 3 Gray St

Applicant Information:

Irish Heritage Center
 Name

Business Name
PO Box 7688
 Address

Portland, ME 04112
 City, State and Zip

Telephone _____ Fax _____

Applicant's Right, Title or Interest in Subject Property:

Current Zoning Designation: R6

Existing Use of Property:
 Community Hall in R-6 zone

Proposed Use of Property:
 conditional use permit to add office space for rental to
 other non profit organizations

Property Owner:

St Dom's Housing Associates Limited
 Name

181 Brackett St
 Address

Portland, ME 04102
 City, State and Zip

Telephone _____ Fax _____

Amendment A _____

Amendment B _____

Amendment C

Section 14: _____

Planning Approval

REVIEW TYPE: Staff Review

RECOMMENDATION DATE: _____ APPROVAL DATE: _____ ENACTMENT DATE: _____



Mr. Alexander Jaegerman
 Ms. Barbara Barhydt
 September 25, 2008
 Page 2 of 3

- Copies of deeds of record (Our iManage Documents No. 1368394 and 1368395) and Assessor materials (Our iManage Document No. 1366596).
- A copy of Ms. Barhydt's June 17, 2008 letter (Our iManage Documents No. 1352591).
- A copy of the Amistad, Inc. lease executed on December 31, 2006 (Our iManage Documents No. 1344700).
- Materials from Amistad website (Our iManage Documents No. 1366619).
- Materials from the Maine Secretary of State's office indicating the change of the "Irish Heritage Center" to the "Maine Irish Heritage Center," effective July 8, 2004 (Our iManage Documents No. 1000522).

We appreciate the guidance provided by Ms. Barhydt in her letter to Mr. O'Malley of June 17, 2008. At this time we seek to coordinate with your office to assure that we are successful in obtaining this modification, in order to permit us to add rental of office space to non-profit organizations to the permitted uses within the Community Hall use for the Irish Community Center.

In this regard I am attaching a copy of a lease entered into with Amistad, Inc., a non-profit organization providing various services to mental health clients. This lease was entered into on December 31, 2006. This activity has been carried out without recognition of the apparent restrictions placed on the use of the property in the absence of the requested zoning change. Amistad, Inc. provides a variety of needed services to adults with severe and persistent mental illness, including a so-called "warm line" and related activities. Peter Driscoll, CEO of Amistad, inc., can be contacted at phone number 773-1956 for further details regarding the nature of his organization. I know he will want to appear and testify when this matter is brought before the Planning Board.

We also want to confirm that our existing classification permits the Center to rent the facility to individuals or groups for weddings, parties and related events and to charge fees for such activities. We seek to confirm that our zoning designation permits function fees to be assessed on individuals and groups using the Center for an event or function – and that such groups need not be non-profit.



Conditional Use Application

AH A.5

Department of Planning and Development
Portland Planning Board

1. **Applicant Information:**
 Irish Heritage Center
 (aka Maine Irish Heritage Center)

 Name

 P.O. Box 7688

 Address

 Portland, ME 04112

 Phone _____ Fax _____
2. **Subject Property:**
 3 Gray Street

 Address

 Portland, ME 04101

 44-H-4 (See Attached)

 Assessor's Reference (Chart-Block-Lot)
 Book/Page - 18630/276
 Gray St. 34-46
 State St. 74-84
 St. Dominics Condo #2

 4. **Current Zoning Designation(s):**

3. **Property Owner:** Applicant _____ Other _____

 Name

 P.O. Box 7588

 Address

 Portland, ME 04102

 Phone _____ Fax _____
5. **Right, Title, or Interest:** Please identify the status of the applicant's right, title, or interest in the subject property:

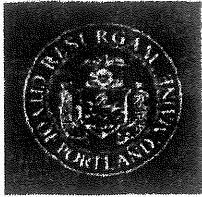
 Owner of Unit 2 of St. Dominics Condominium

 Provide documentary evidence, attached to this application, of applicant's right, title, or interest in the subject property. (For example, a deed, option or contract to purchase or lease the subject property.)
 See Attachment A with backup documentation from Registry of Deeds.
6. **Vicinity Map:** Attach a map showing the subject parcel and abutting parcels, labeled as to ownership and/or current use. (Applicant may utilize the City Zoning Map or Parcel Map as a source.)
 See attached maps from City
7. **Existing Use:**
 Describe the existing use of the subject property: Community Hall in R-6 Zone; See also attached Letter of 6/16/08 from Ms. Barhydt, Development Review Services Manager, City of Portland.
8. **Type of Conditional Use Proposed:**

Conditional use permit to add office space for rental to other non-profit organizations. See Attachment B.

ATTACHMENT A

See documents attached hereto from Cumberland County Registry of Deeds, including "Current Owners Information" provided along with several deeds – the Quitclaim deed, BK 18630, pages 255-257; Declaration of Condominium for St. Dominic's Condominium, Book 18630, pages 258-273; form Quitclaim Deed with Covenant, Book 18630, Page 274-275,; and Shortform Quitclaim Deed with Covenant Book 18630, Page 276-277. (Imanage PDF documents No. 1368394 and 1368395)



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

Planning and Development Department
Lee D. Urban, Director

Planning Division
Alexander Jaegerman, Director

June 17, 2008

Mr. Vincent O'Malley
16 Alton Street
Portland, ME 04103

Dear Mr. O'Malley:

I reviewed the file for a conditional use review of the Irish Heritage Center as a Community Hall in the R-6 Zone. On November 26, 2002, the Planning Board voted that the proposed plan was in conformance with the applicable Conditional Use Standards of the R-6 Zone. The following statements are contained in the written application, mission statement and neighborhood minutes submitted by the Irish Heritage Center as part of the application:

- **Application Description:** The Irish Heritage Center will be a museum, library, genealogy center and community center for the preservation and promotion of Irish heritage and culture. Office space for IHC staff and a small gift shop will be on the premises, along with community meeting space and function space. Uses will include: Irish dance and language classes, Ceili's (Irish folk dance); Irish American Club board meetings, dinners and holiday parties; weddings, funerals, concerts, theater, film festivals, educational forums, historic building tours and space for non-profit organizations to meet, have workshops or training, etc.
- **Mission Statement:** Along with the library, much anticipated office and meeting space will be offered for interested tenants.
- **Neighborhood Meeting Minutes:** Linda Overview of project. ...Lower Level: Bingo, dinners, receptions, Irish American Club meetings, community programs, non-profit meeting space, offices. The IHC is returning St. Dominic's to the community.

While the above statements could be interpreted to imply that the office space would be available for rent by non-profit organizations, there is a review from Marge Schmuckal, Zoning Administrator, in the Planning Board report that states the following:

- I have reviewed the Italian Heritage Center under the Community Center. It is my understanding that the separate, private offices use in NOT a part of this approval. With that said, all other aspects of the zoning ordinance are being met. *[Please note that the heading of her memo is Italian Heritage Center, Gray Street and is dated Sept. 24, 2002. It was included in the Planning Board report for the Irish Heritage Center.]*

STANDARD LEASE

This Indenture of LEASE made on this the 31st day of December 2006, by and between the Maine Irish Heritage Center (MIHC) a Maine Not-for Profit Corporation with a place of business in Portland, Maine, County of Cumberland and State of Maine, hereinafter called "Landlord", and Amistad Inc., of the City of Portland, County of Cumberland, and State of Maine, hereinafter called "Tenant".

WITNESSETH:

ARTICLE I

Premises

Landlord hereby leases, demises and lets unto Tenant and Tenant leases and takes from Landlord for the term and upon the terms and conditions set forth in this Lease the following described premises:

The following parts of the facility located at 70 Gray Street, Portland, Maine formerly known as St. Dominic's Church also known as the MIHC, the areas of the first floor consisting of three rooms on said first floor. This space consisting of approximately 700 square feet. This will include access to common entrance area, kitchen and bathroom facilities.

ARTICLE II

Term

To have and to hold the same for a term of one year commencing on November 6th, 2006 and ending December 31st 2007. In addition, if no breach or default exists in any of the terms and conditions of the Lease to be observed and performed by the Tenant, Tenant shall have the right and option to renew the Lease of the demised premises for one year, under the same terms and conditions as the last year of the Lease except for the rent which shall be negotiated. Tenant and Landlord may elect this option by giving either party written notice at least 90 days before the end of the lease term.

ARTICLE III

Extension

At termination of this Lease or any extension or renewal there of, the Tenant may continue in possession on a month to month basis by paying the specified monthly rental until one party shall give the other written notice of termination. Such notice shall be given at least ninety (90) days before the premises are to be vacated.

ARTICLE VIII**Utilities**

Heat, lights, gas, and water to the demised premises shall be provided by the Landlord. Tenant shall maintain control of its heating and lighting systems.

ARTICLE IX**Janitor and Char Services**

The Landlord shall provide maintenance services that will include general maintenance of the common space, kitchen and bathrooms, including providing toilet paper and paper towels. The Landlord will also provide for maintenance staff or outside contractor to repair leaking faucets, plugged toilets upon notice by the Tenant. The Landlord does not assume responsibility for maintenance or trash removal for anything related to the Tenant's program area. The Landlord will provide the Tenant with protocols for accessing maintenance services and will negotiate the times when these services will be conducted for the Tenant.

Landlord shall provide the snow removal and sanding when appropriate to allow safe ingress and egress to demised premises.

ARTICLE X**Taxes**

Landlord shall pay all taxes and other assessments, if any, when due on its real property which shall be lawfully assessed by any government authority, as well as any personal property taxes assessed on Landlord's furniture and equipment which may be located on the premises and used by the Tenants.

ARTICLE XI**Assigning, Mortgaging and Subletting**

Tenant agrees not to assign, mortgage, pledge or encumber this Lease or sublet the demised premises, without the consent of the Landlord which will not be unreasonably withheld.

Notwithstanding any assignment or subletting hereunder, Tenant shall continue to be liable for the performance of the terms, conditions and covenants of this Lease.

ARTICLE XII**Insurance**

The Landlord shall obtain and maintain fire and extended coverage insurance upon the demised premises.

The Tenant agrees that it will maintain throughout the term of this Lease a policy or policies of general liability insurance in an insurance company licensed to do business in the State of Maine naming and indemnifying the Landlord, as its interest may appear, against all claims and demands for any personal injuries to or death of any persons, and damage to or destruction or loss of property which may have or be claimed to have occurred on the leased

ARTICLE XVI

Access of Landlord

Landlord, its agents, employees, servants or other representatives shall have reasonable access to the demised premises for the purposes of examining and inspecting the same and of showing said premises to prospective purchasers, provided that such access shall not unnecessarily interfere with Tenant's use of the premises nor the conducting of the tenants business thereon.

ARTICLE XVII

Default by Tenant

It is mutually agreed that if Tenant shall be in default in performing any of the terms or provisions of this Lease and if Landlord shall give to Tenant notice in writing of such default and if Tenant shall fail to cure such default with thirty (30) days after receipt of such notice, then and in such event, Landlord may cure default for the account of and at the cost and expense of Tenant and the sums so expended by Landlord shall be deemed to be rent and on demand shall be paid by Tenant to Landlord. Landlord agrees that such default if, but only if, paid for by Tenant within thirty (30) days after receipt of first notice as aforesaid shall not be the basis of a forfeiture of this Lease or otherwise result in the eviction of Tenant or the termination of this Lease

Except as provided in the preceding paragraph, in the event Tenant violates any of the terms, covenants or conditions of this Lease on its part to be performed, and such violation continues after notice to Tenant, then and in such case Tenant's right to possession of the demised premises shall thereupon terminate immediately if Landlord so elects, but not otherwise, upon Landlord giving Tenant thirty (30) days notice of such election. And the mere retention of possession thereafter by Tenant shall constitute a forcible detainer of said premises and in such event this Lease shall terminate upon Landlord giving Tenant notice of such election, both Landlord and Tenant hereby expressly waiving any provision of law now in force or which may hereafter be enacted giving either Tenant or Landlord any rights other than expressed herein.

ARTICLE XVIII

Default by Landlord

It is mutually agreed that if Landlord shall be in default in performing any of the terms or provisions of this Lease and if Tenant shall give to Landlord notice in writing of such default and if Landlord shall fail to cure such default within fifteen (15) days after the date of receipt of such notice, then and in such event, Tenant may cure default for the account of and at the cost and expense of Landlord by deducting said cost and expense from the rent due Landlord. In such event, the Tenant shall have all legal and equitable rights normally available for such default including, but not limited to, the option to terminate or continue the existing Lease.

Tenant shall be abated in the proportion that the amount of space which is not available to and usable by the Tenant as a result of such casualty and/or the work and labor incidental to its rehabilitation bears to all of the space in the demises premises.

ARTICLE XXII

Limitations

This lease is made subject to budgetary funding. In the event that the amounts of funds is such that the Tenant must terminate a significant portion of its program, this lease may be terminated upon ninety (90) days written notification given to Landlord by Tenant, and Tenant shall not be liable for or owe any rent to the Landlord beyond the end of the ninety (90) day period. This provision shall not be construed so as to permit the Tenant to cancel the lease in order to lease similar premises from a third party.

ARTICLE XXIII

Quiet Enjoyment

Tenant, upon paying the rent and additional rent and all other sums and charges to be paid by it as herein provided, and observing and keeping all covenants, warranties, agreements and conditions of this Lease on its part to be kept, shall quietly have and enjoy the premises during the term of this Lease, without hindrance or molestation by anyone.

ARTICLE XXIV

Notice

Any notice required to be given hereunder by either party shall be in writing and shall be mailed to PO Box 7588, Portland, Maine 04112 or delivered in hand to Landlord at 70 Gray Street, Portland, Maine 04101, with a copy to John P. Doyle Jr. Preti Flaherty, One City Center, PO Box 9546, Portland, Maine 04112, and to tenant at 66 State Street, Portland, Maine 04101, or such addresses as may from time to time be designated in writing by the addressee to other party.

ARTICLE XXV

Modifications

No modifications of this Lease shall be binding unless in writing executed and acknowledged in due form for recording.

ARTICLE XXVI

Captions

The captions of this Lease are for convenience only and are part of this Lease and do not in any way limit or amplify the terms and provisions of this Lease, nor shall they be considered in the interpretation of any of the provisions hereof.

The Amistad Community

RECOVERY • RELATIONSHIPS • RESPECT

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[Newsletter](#)
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Amistad Inc.

PO Box 992
Portland, ME 04104
207-773-1956

Amistad came to life in 1982, begun by families of adults with severe and persistent mental illness (SPMI). These families knew that what their loved ones really needed was something not provided by other agencies -- a safe place to spend their abundant free time where they would be treated respectfully and where they could engage in useful activities.

Amistad has grown over the years, however we remain committed to the original vision. We are a community where everyone is always welcome on a first name basis without regard to diagnosis and where everyone is treated with dignity and respect. We do the little things -- remember birthdays, celebrate accomplishments, take pictures, and memorialize members when they pass.

We became a recognized 501(c)(3) corporation in 1996. Originally known as a social club, in 2001 the members voted to describe themselves as a Peer Support and Recovery Center. This name change reflects the awareness that Amistad has grown into a community of people committed to health, mutual support and recovery.

In the past few years Amistad has become a leader in developing services that are organized and delivered by peers. We now operate four individual programs -- the original Peer Support

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The Amistad Community

CONTACT US

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Mail Address

Amistad Inc.
P.O. Box 992
Portland, Maine
04104-0992

Street Address

Amistad Inc.
66 State Street, 1st Floor
Portland, Maine 04101

Phone:

(207)773-1956

Fax:

(207)773-2087

Email:

amistad@maine.rr.com

Amistad Inc.
PO Box 992
Portland, ME 04104
207-773-1956

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Amistad is a registered 501(c)(3) corporation
Amistad is supported by DHHS, the United Way, the City of Portland and other generous contributors

A. 23

- and absolutely believe that all individuals can lead full, rich, and productive lives.
3. We believe that services that are organized and delivered by peers focus on building positive relationships and should become an integral part of the mental health system.

Recovery



We have a fundamental and unwavering belief in the power and possibility of recovery. We absolutely believe that all individuals can lead full, rich, and productive lives.

I am a living example that Recovery is possible.

— Jan Anderson - Maine Warm Line Peer Specialist

Jan is a recovering alcoholic and drug addict who also suffered from severe depression and post-traumatic stress disorder. Utilizing tools and principles of Recovery, Jan dealt with her addictions and mental health until she was ready to return to the workforce full-time as a trained Peer Specialist. Jan removed herself from Social Security Disability and is now able to help others on the Recovery journey.

Relationships



We believe mental health is enhanced when medical treatment and peer support work in partnership to address the needs of the whole individual.

It's not about the illness. It's about the individual.

— Dennis King - CEO of Spring Harbor Hospital

At Spring Harbor Hospital & Maine Medical Center, we believe "peers," individuals with

A. 25

The Amistad Community

OUR PROGRAMS

The Amistad Peer Support and Recovery Center

- Home
- About Amistad
- Our Programs
- Maine Warm Line
- Latest News
- Newsletter
- Calendar
- Publications
- Contact Us
- Make a Donation
- Links

What is it?

A safe and welcoming community for adults who struggle with mental illness and other life challenges. Open since 1982, we have grown into Maine's largest peer community.

Where is it and when is it open?

We are located at 66 State Street in the West End of Portland. We are currently open 6 days a week (closed Sunday) from 9:00 AM to 5:00 PM.

What goes on at the Peer Center?

The Peer Center offers a range of groups and activities. Highlights include a full service restaurant for lunch (the blue plate special for \$1.25 is the best deal in Portland), computer access, lockers, a shower, laundry, phone availability and an anonymous mailing address. Our 15-passenger van is a regular visitor to free and low cost opportunities in the greater Portland area. Members make friends here.

What else do we provide?

We have an outreach coordinator who helps connect members with other services, a

Amistad Inc.

PO Box 992
Portland, ME 04104
207-773-1956

How do I find them?

They are in the East Wing of the emergency room every evening from 5:00 PM to 11:00 PM. They will find you, or you can request peer support from the nurse on duty in the emergency room.

Contact:

Simonne Maline
Peer Services Director (Portland Office)
PO Box 992
Portland, Maine 04104
(207) 773-1956
smaline@maine.rr.com

The Peer Support Program at Riverview Psychiatric Center

Amistad operates a Peer Support program inside Riverview Psychiatric Center (the former Augusta Mental Health Institute), Maine's largest state psychiatric hospital.

Why a Peer Support Program?

For many individuals, an admission to Riverview can be an overwhelming and frightening experience. A hospital admission means that patients are removed from the supports they may have from family or the community – and they enter an environment that is new and sometimes confusing.

Who are Peer Supporters?

They are individuals hired by Amistad who have personal experience with mental illness and recovery. The Peer Supporters have been there. They know first hand the struggles of living with a mental illness. They are living examples that recovery is possible – they are the evidence of it.

What can I expect from Peer Support?

Peer Supporters are with patients every step of their stay at Riverview. They are present at admissions, and there is a full-time peer supporter assigned to each of the 4 units of the hospital. There are Peer Supporters who also work on the weekends. They have the time to build relationships with patients. They will attend treatment team meetings if that is the wish of the patient. They will make sure that the patient needs are being met, and that the patient voices are being heard. And they can share their wisdom, knowledge and empathy to patients and staff in the hospital. Peer Supporters also provide support groups and wellness and recovery classes in the hospital.

Is this an unusual program?

To our knowledge, this may be the most serious effort to introduce peer support in any state psychiatric hospital in the country. Riverview has made peer support available to all patients, and the hospital has also made sure that staff from the Peer Support program are involved in all major decisions within the hospital. We believe it is evidence of the commitment of Riverview Psychiatric Center to a vision of the possibility of recovery for its patients.

JOHN P. DOYLE JR.
jdoyle@preti.com
Direct Dial: 207-791-3208

October 17, 2008

VIA U.S. MAIL & E-MAIL

Ms. Barbara Barhydt, Development Review Services Manager
Department of Planning Development
Portland Planning Board
City of Portland - City Hall
389 Congress Street
Portland, ME 04101

**RE: Maine Irish Heritage Center
Conditional Use Modification in R-6 Zone
November 12, 2008 Public Hearing**

Dear Barbara:

It was good to talk with you on October 16 and I look forward to coordinating further with you, the steps needed to modify the zoning of the Maine Irish Heritage Center to permit leasing of a portion of the property to non-profit groups, and to permit even use by individuals and others groups – e.g. weddings, dinners, etc.

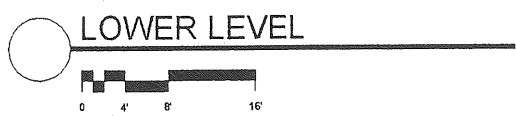
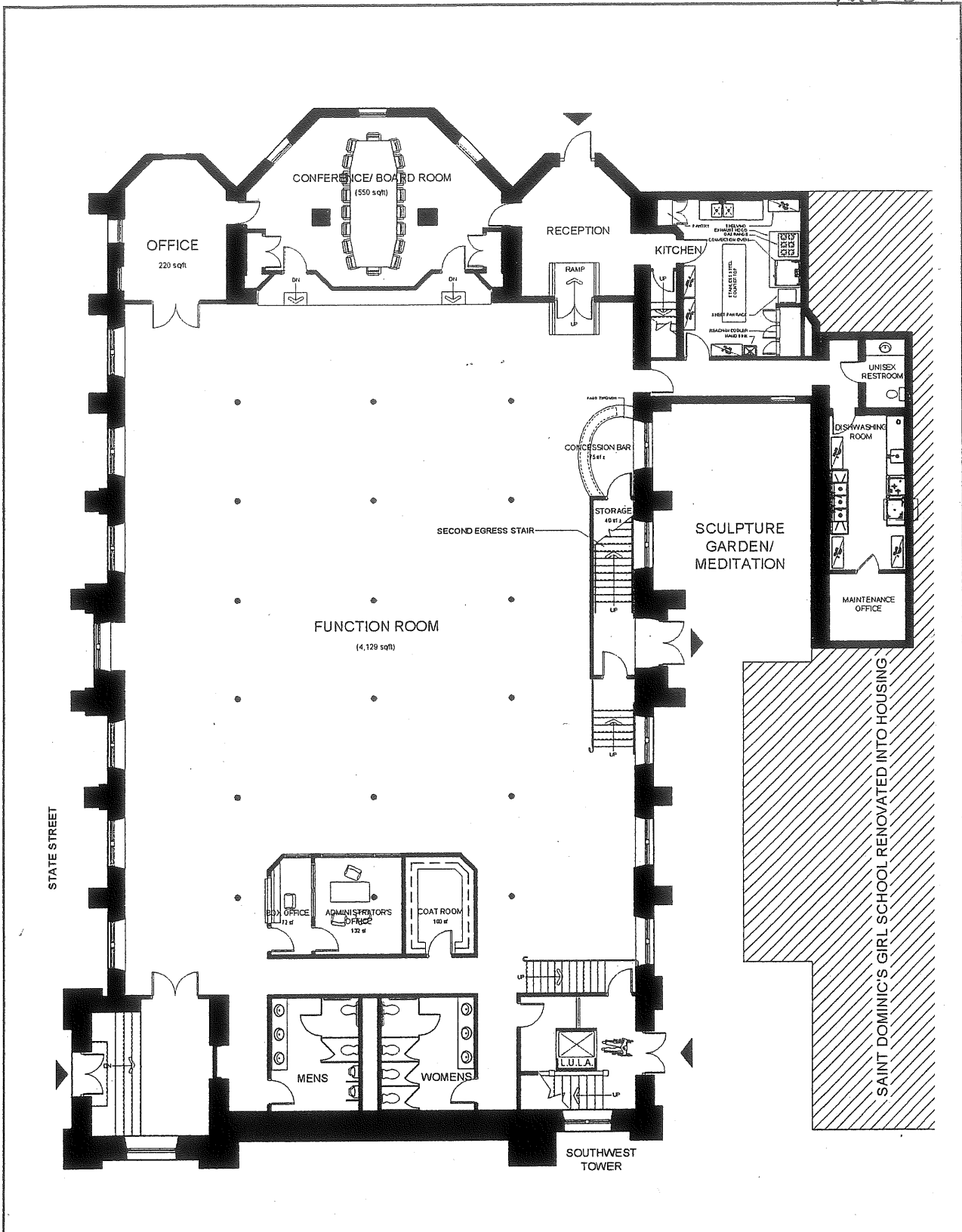
You kindly advised that this could skip the neighborhood meeting step and you were now scheduling it for the November 12 meeting of the Planning Board for a Public Hearing. Notices would go out to those within 500 feet. The meeting will begin at 7:00 p.m. and this matter will be listed after certain other ones. You will keep us posted.

It is my understanding you are reviewing the filing we made on September 25 and will also be cross-checking the approach taken with the St. Lawrence Center and will be following that model. We appreciate greatly your attention to this matter and I welcome the opportunity to coordinate further with you. As I explained, I do a good deal of healthcare regulatory work, but zoning and municipal work is not something I have much experience with. I have learned that being a board member can be a learning experience on many levels.

I reviewed with you our interest in confirming our ability to rent the facility to individuals or groups for weddings, parties, and related events, and you will be working with us on this.

I welcome the opportunity to review and comment on your analysis of the matter and your recommended approach to the Planning Board.

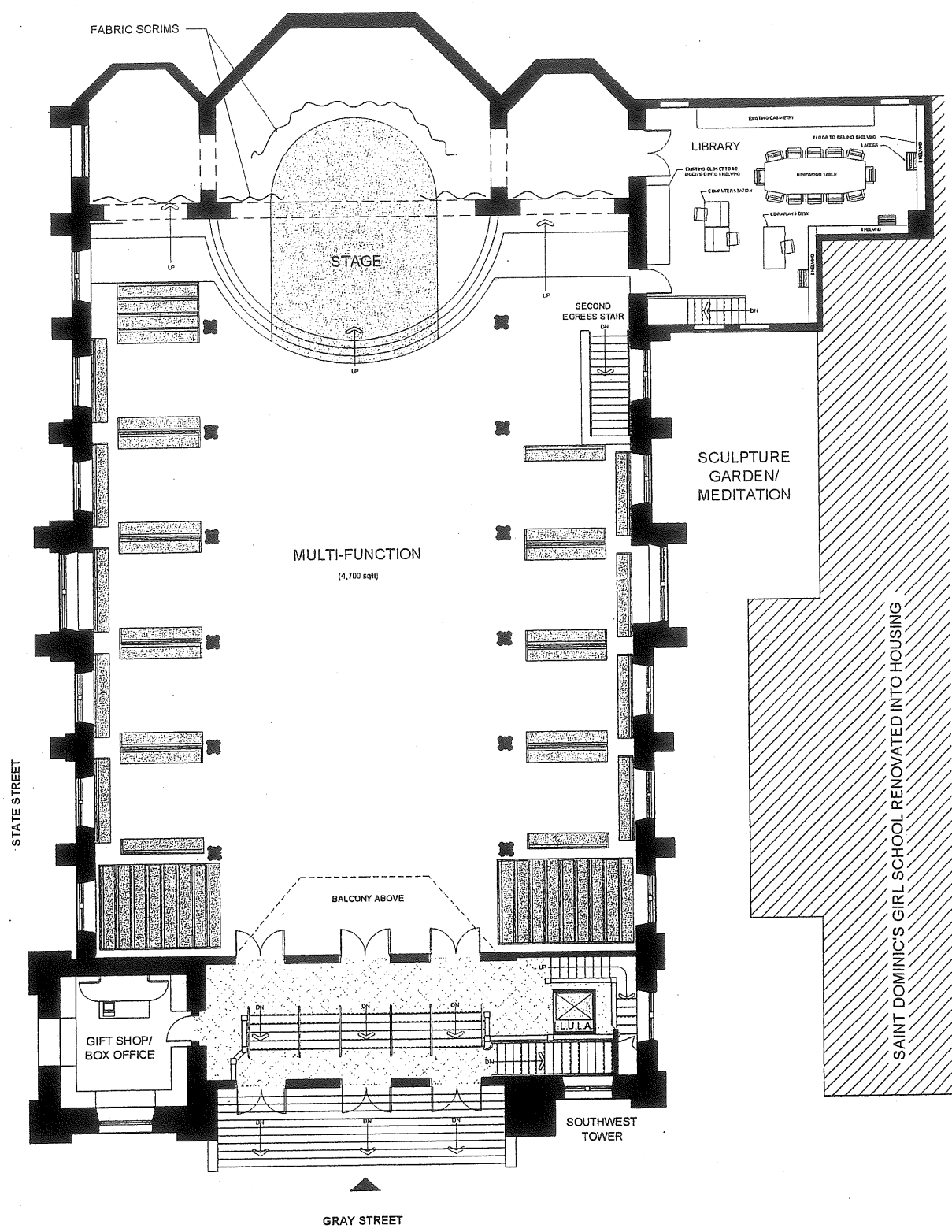
We are also sharing this letter with Peter Driscoll, Executive Director of Amistad and will be in touch with him to invite his participation in the Planning Board Hearing.



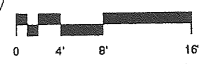

 TPH ARCHITECTS
 100 COMMERCIAL STREET
 PORTLAND, MAINE 04101
 TELEPHONE 207 775 6141
 ARCHITECTURAL PLANNING

Saint Dominic's Irish Heritage Center

September 17, 2002



UPPER LEVEL: SEATING ARRANGEMENT 2




 TFH ARCHITECTS
 100 COMMERCIAL STREET
 PORTLAND, MAINE 04101
 TELEPHONE: 207 775 6141
 ARCHITECTURE PLANNING

Saint Dominic's Irish Heritage Center

February 14, 2002

CITY OF PORTLAND, MAINE

PLANNING BOARD

Janice E. Tevanian, Chair
David Silk, Vice Chair
Bill Hall
Joe Lewis
Lee Lowry, III
Shalom Odokara
Michael J. Patterson

Draft

November 13, 2008

John P. Doyle, Jr., Esq
Preti Flaherty Beliveau Pachios & Haley LLP
One City Center, P.O. Box 9546
Portland, Maine 04112-9546

**RE: Maine Irish Heritage Center, Modification to Conditional Use Permit
3 Gray Street**

CBL: 044-H-004
Application ID: #1440

Dear Mr. Doyle,

On November 12, 2008 the Portland Planning Board considered a proposal by the Maine Irish Heritage Center to amend its conditional use approval as a Community Hall to allow the applicant to rent office space to non-profit organizations and to clarify that the rental of function space need not be limited to non-profit organizations. The Planning Board reviewed the proposal for conformance with the standards of the Conditional Use Review provisions of the R-6 Zone. The Planning Board voted unanimously 4-0 (Lewis, Odokara, Patterson absent) to approve the application with the following motion:

That the proposed modifications to the Conditional Use to allow the Maine Irish Heritage Center to rent 210 square feet of office space and 600 square feet of conference space on the lower level of the facility to non-profit organizations and to clarify that the rental of function space need not be limited to non-profit organizers are in conformance with the R-6 Conditional Use Regulations of the Land Use Code.

Please note the following provisions and requirements for all approvals:

1. The above approvals do not constitute approval of any building plans, which must be reviewed and approved by the City of Portland's Inspection Division.
2. The amended conditional use approval is for the Community Hall uses as stated in the written submission of the applicant and as listed in the Planning Board's approval with conditions. Any expansion of the conditional use, 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 the planning authority pursuant to the terms of this article. Any such parcel lawfully altered prior to the enactment date of these revisions shall not be further altered without approval as provided herein. Modification or alteration shall mean and include any deviations from the approved site plan including, but not limited to, topography, vegetation and impervious surfaces shown on the site plan. No action, other than an amendment approved by the planning authority or Planning Board, and field changes approved by the Public Services authority as provided herein, by any authority or department shall authorize any such modification or alteration.

If there are any questions, please contact Barbara Barhydt, Development Review Services Manager at 874-8699.

Sincerely,

Janice Tevanian, Chair
Portland Planning Board

Attachments:

1. Planning Board Report #60-08

Electronic Distribution:

Penny St. Louis Littell, Director of Planning and Urban Development
Alexander Jaegerman, Planning Division Director
Barbara Barhydt, Development Review Services Manager
Jean Fraser, Planner
Philip DiPierro, Development Review Coordinator
Marge Schmuckal, Zoning Administrator
Inspections Division
Lisa Danforth, Administrative Assistant
Michael Bobinsky, Public Services Director
Katherine Earley, Public Works

Bill Clark, Public Works
Michael Farmer, Public Works
Jim Carmody, City Transportation Engineer
Jane Ward, Public Works
Captain Greg Cass, Fire Prevention
Jeff Tarling, City Arborist
Tom Errico, Wilbur Smith Consulting Engineers
Dan Goyette, Woodard & Curran
Assessor's Office
Approval Letter File

Hard Copy: Project File

Peter Driscoll - Amistad

- 66 State St

full service

~~St~~
Irish

- ME

non-crisis
5^{pm} - 8am

- warm line

- one office

Tone St

15 minutes

- Find file / notes / enforcement letter from Amy/Mage?
 - past report
 - Look at St. Lawrence
 - Danielle - conditions / review
 - go right to public hearing?
-

CITY OF PORTLAND, MAINE
PLANNING BOARD

Janice E. Tevanian, Chair
David Silk, Vice Chair
Bill Hall
Joe Lewis
Lee Lowry, III
Shalom Odokara
Michael J. Patterson

November 14, 2008

John P. Doyle, Jr., Esq
Preti Flaherty Beliveau Pachios & Haley LLP
One City Center, P.O. Box 9546
Portland, Maine 04112-9546

RE: Maine Irish Heritage Center, Modification to Conditional Use Permit
3 Gray Street
CBL: 044-H-004 Application ID: #1440

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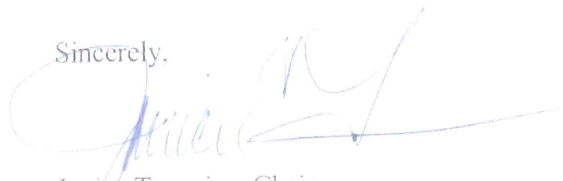
That the proposed modifications to the Conditional Use to allow the Maine Irish Heritage Center to rent 210 square feet of office space and 600 square feet of conference space on the lower level of the facility to non-profit organizations and to clarify that the rental of function space need not be limited to non-profit organizers are in conformance with the R-6 Conditional Use Regulations of the Land Use Code.

Please note the following provisions and requirements for all approvals:

1. The above approvals do not constitute approval of any building plans, which must be reviewed and approved by the City of Portland's Inspection Division.
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If there are any questions, please contact Barbara Barhydt, Development Review Services Manager at 874-8699.

Sincerely,



Janice Tevanian, Chair
Portland Planning Board

(Attachments:

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Assessor's Office
Approval Letter File

Hard Copy: Project File

PLANNING BOARD REPORT #60-08

MAINE IRISH HERITAGE CENTER
VICINITY OF 3 GRAY STREET
MODIFICATION TO A CONDITIONAL USE PERMIT
IRISH HERITAGE CENTER, APPLICANT

Submitted to:
Portland Planning Board
Portland, Maine
November 12, 2008

Submitted by:
Barbara Barhydt
Development Review Services Manager
November 7, 2008

I. INTRODUCTION

The Maine Irish Heritage Center requests a modification in their conditional use permit as a Community Hall to allow the applicant to rent office space to non-profit organizations and to clarify that the rental of function space need not be limited to non-profit organizations.

On November 26, 2002, the Planning Board voted unanimously (4-0, Delogu, Lowry recused) that the plan for the Irish Heritage Center at 3 Gray Street was in conformance with the Conditional Use Standards of the Land Use Code (Attachment 1). The applicant recently applied for a building permit (08-0528) to repair the basement assembly area, which included repairs to an office and conference area. The Maine Irish Heritage Community Center has been leasing the basement office and conference space (floor plan, Attachment B.1), to Amistad, which is a non-profit corporation that provides services to people facing mental health and other life challenges. Ann Machado, Zoning Specialist, determined that the office use for outside organizations was not included in the original conditional use approval for the Irish Heritage Center, thus the applicant is now seeking to modify their conditional use permit. This proposal is being reviewed under the Residential R-6 Conditional Use Standards and the conditional use standards of the Land Use Code

A total of 338 notices were mailed and notices appeared in the Portland Press Herald on November 3 and 4, 2008. The applicant's written submittal is included as Attachment A and the floor plan for the Maine Irish Heritage Center are included as Attachment B.

II. Background

The Irish Heritage Center received conditional use approval as a Community Hall in the R-6 zone on November 26, 2002 (Attachment 1). A copy of the Planning Board report # 59-02 and relevant attachments for this project are included as Attachment 4. The following statements regarding the use of the community hall were contained in the written submittal, mission statement and neighborhood minutes submitted as part of the original application:

- **Application Description:** The Irish Heritage Center will be a museum, library, genealogy center and community center for the preservation and promotion of Irish heritage and culture. Office space for IHC staff and a small gift shop will be on the premises, along with community meeting space and function space. Uses will include: Irish dance and language classes, Ceili's (Irish folk dance); Irish American Club board meetings, dinners and holiday parties; weddings, funerals, concerts, theater, film festivals, educational forums, historic building tours and space for non-profit organizations to meet, have workshops or training, etc.
- **Mission Statement:** Along with the library, much anticipated office and meeting space will be offered for interested tenants.
- **Neighborhood Meeting Minutes:** Linda Overview of project. ... Lower Level: Bingo, dinners, receptions, Irish American Club meetings, community programs, non-profit meeting space, offices. The IHC is returning St. Dominic's to the community.

While the above statements could be interpreted to imply that the office space would be available for rent by non-profit organizations, there is a review from Marge Schmuckal, Zoning Administrator, in the Planning Board report that states the following:

- I have reviewed the Italian Heritage Center under the Community Center. It is my understanding that the separate, private offices use in NOT a part of this approval. With that said, all other aspects of the zoning ordinance are being met. *[Please note that the heading of her memo is Italian Heritage Center, Gray Street and is dated Sept. 24, 2002. It was included in the Planning Board report for the Irish Heritage Center.]*

The Planning Board approval letter does not directly address whether the office use for non-profits are permitted or not. Based upon the above review of the file, the applicant was advised to apply for a modification to their conditional use approval. The applicant is seeking to add the rental of office space to a non-profit organization as a permissible use in the center. In addition, they are seeking to clarify that they may rent function space for events to individuals and groups and that such groups need not be non-profit entities.

III. SUMMARY OF FINDINGS

Zone:	Residential R-6
Total Building Area:	17,526 sf
Existing Use:	Community Hall, Maine Irish Heritage Center
Proposed Use:	Community Hall with office space for non-profit organizations and rental of function space not limited to non-profit entities
Existing Parking:	None on-site
Required Parking:	As a designated Historic Structure, none is required under zoning; however the conditional use as a Community Hall requires a Parking Management Plan. A parking management plans was approved for the original application in 2002

III. PROPOSED CONDITIONAL USE MODIFICATION

Current proposal

There is an office with 210 sf and a conference room with 600 sf in the lower level of the Maine Irish Heritage Center. The applicant has been leasing the space to Amistad for a phone support system, which they refer to as the "Maine Warm Line." As noted above, Ann Machado and Marge Schmuckal questioned the existence of this use when Maine Irish Heritage Center applied for a building permit for internal repairs and renovation. Marge Schmuckal is allowing the use to remain in the facility pending the Planning Board's review of this conditional use application. The Maine Irish Heritage Center seeks to expand the definition of conditional uses for their Community Center as is stated in their application as follows:

Per Ms. Barhydt's letter of June 17 – the current approval issued by the City permits use for a wide variety of community meetings and functions - including dinners and holiday parties, weddings, funerals, concerts, theater, etc. and space for non-profits to meet. We seek a broadening of the conditional use permit to add office space for rental to other non-profit groups, including but not limited to Amistad, Inc.

The applicant's request is to include office space for rental to other non-profit groups as one of the permitted uses. For comparison, the conditional use application for the Saint Lawrence Street Community Arts and Cultural Facility (76 Congress Street) states that they "...may house one or more offices for other non-profit organizations." The conditional use for this facility was granted by the Planning Board in January 2001.

Maine Irish Heritage Center's current office tenant is Amistad, a non-profit organization that is committed to the healthy, mutual support and recovery of adults with severe and persistent mental illness. The lease is included as Attachment A 19-27, with the use listed on A.14. Peter Driscoll of Amistad submitted a description of how their organization uses the office space (Attachment 2) at the Maine Irish Heritage Center. The full scope of their services is contained within the Applicant's conditional use application (Attachment A 19-27); however the majority of those services are provided at other locations. Amistad runs their telephone support line called the "Maine Warm Line", which operates seven nights a week from 5:00 p.m. to 8:00 a.m. There are three staff persons from 5 to 11 p.m. and two staff persons from 11 p.m. to 8 a.m. They provide non-crisis telephone support for approximately eighty (80) callers per night with mental health distress. Persons in need of intensive intervention are referred to a crisis line. As noted in Mr. Driscoll's e-mail, the rented space includes 5 telephone stations (located along the perimeter of the conference room), one office for the director of the Warm Line, a small storage area and a small conference area to serve up to 12 people. The conference area is used for staff meetings or groups during the day. Amistad also leases space at 66 State Street from Catholic Charities, which is adjacent to this site and parking for the staff working on the "Warm Line" is at 66 State Street.

Maine Irish Heritage Center is also seeking a clarification regarding the rental of the event space. As stated in the application (Attachment A):

We also seek clarification that in connection with the permitted use for various community meetings and functions, function fees may be imposed on individuals and groups – and that these groups need not be non-profit – e.g. renting the hall to a business for a party.

The approval letter and the Planning Board report for the Irish Heritage Center Community Hall (Attachments 1 and 4) does not explicitly limit the rental of space for events and functions to non-profit entities, however, the applicant is seeking to modify their conditional use permit to be clear on this point.

IV. STAFF REVIEW

The proposed conditional use application has been reviewed by staff for conformance with the relevant review standards of the conditional use standards and the Residential R-6 zone. Staff comments are highlighted in this report.

V. INSTITUTIONAL CONDITIONAL USE REVIEW

Residential R-6 Sec. 14-137 Conditional Uses.

C. 6 Community Hall provided that:

a. The structure was in existence as of date of enactment, March 15, 1999.

The Tax Assessor Record states that the structure was built in 1900, so it existed prior to the enactment of the conditional use provisions.

b. The structure was built for institutional or other non-residential uses;

The structure was built as St. Dominic's Church.

- c. *The structure is operated by, or operated subject to the control of, a not-for-profit entity in accordance with its not for profit purposes, and*

The structure is owned and operated as the Maine Irish Heritage Center, which is Maine nonprofit corporation (Attachment 5). The proposed change in the conditional use permit is to allow the Maine Irish Heritage Center to lease office space to other nonprofit groups, including but not limited to Amistad.

- d. *A parking management plan is submitted for review and approval by the Planning Board.*

A parking management plan was submitted and approved as part of the Planning Board's review in 2002 (Attachment 4, 14-27). The parking management plan remains in effect. There has been limited use of the Irish Heritage Center since 2006, while it has undergone repairs and renovation. Mr. John P. Doyle Jr. submitted a letter (Attachment 3), which outlines the range of events that have occurred during the renovation and before May 2006. John Peverada, Portland Parking Manager, confirmed that he has not received any parking complaints regarding this facility since its opening in 2002. The proposed office use intends to utilize the parking for their facility at 66 State Street. The plan included a statement from Catholic Charities Central Services (May 13 2002), that commits to allowing the 29 spaces at 66 State street to be used by patrons of events after hours, which is the time frame in which the Amistad "Warm Line" is in operation. As a designated historic structure, the zoning code does not require parking spaces for this use. The proposed modifications to allow the Maine Irish Heritage Center to rent office space to non-profit organizations and to clarify that the rental of function space need not be limited to non-profit organizations is consistent with the parking management plan.

C. General Institutional Standards

- a. *In the case of expansion onto land of existing such uses other than the lot on which the principal use is located, it shall be demonstrated that the proposed use cannot reasonably be accommodated on the existing site through more efficient utilization of land or buildings, and will not cause significant physical encroachment into established residential areas; and*

The proposed office use is within the building and was shown on the floor plans in 2002 as office and conference room space. The request is to allow the space to be rented to a nonprofit organization.

- b. *The proposed use will not cause significant displacement or conversion of residential uses existing as of June 1, 1983, or thereafter; and*

The proposal will not displace any residential uses as it is within the existing structure.

- c. *In the case of a use or use expansion which constitutes a combination of the above-listed uses with capacity for concurrent operations, the applicable minimum lot sizes shall be cumulative.*

In 2002, the redevelopment of the St. Dominic's Church and Girl's School for a community hall and housing was approved as a condominium, with unit 2 being the church. There are no proposed changes to this ownership and lot configuration.

Sec. 14-474. Conditional Uses

C.2 Standards

- a. *There are unique or distinctive characteristics or effects associated with the proposed conditional use.*

There are no known or distinctive characteristics associated with the proposed office use or the renting of function space to individuals or organizations, irregardless of whether the entity is for profit or nonprofit.

- b. *There will be an adverse impact upon the health, safety, or welfare of the public or the surrounding area.*

There are no known adverse impacts upon the health, safety, or welfare of the public or the surrounding area. Specifically, there have been no parking complaints and the office use has not generated any complaints to the Inspection Division.

- a. *Such impact differs substantially from the impact which would normally occur from such a use in that zone.*

There are no known issues or substantial impacts with the inclusion of office space for nonprofit organizations and the rental of function space to for profit businesses.

VII. MOTIONS FOR THE BOARD TO CONSIDER

On the basis of plans and materials submitted by the applicant and on the basis of information contained in Planning Report #60-08 relevant to standards for conditional use and site plan regulations, and other findings as follows:

- 1. That the proposed modifications to the Conditional Use to allow Maine Irish Heritage Center to rent office space to non-profit organizations and to clarify that the rental of function space need not be limited to non-profit organizations [**are/ are not**] in conformance with the R6 Conditional Use Regulations of the Land Use Code (section 14-137 and 14-474).

Attachments:

Application Submittal - Separate Document in Packet

Written Submittals

- A.1 Conditional Use Application
- A.2 -4 Cover letter, John P. Doyle, Jr., September 25, 2008
- A.5-6 Conditional Use Form
- A. 7 Right, Title and Interest Summary (condominium documents and quit

claim deed submitted, but not attached to the report. Available at public hearing and part of file.)

- A.8 Proposed Modification to Conditional Use
- A.9-10 Letter, Barbara Barhydt, June 17, 2008
- A.11-18 Standard Lease
- A.19-27 Amistad Description
- A.28-29 Letter, John P. Doyle, Jr, October 17, 2008

Plans

- B.1 Lower Level Floor Plan, September 17, 2002
- B.2 Upper Level Floor Plan, seating arrangement 1, September 17, 2002
- B.3 Upper Level Floor Plan, seating arrangement 2, September 17, 2002
- B.4 Lower Level Floor Plan, submitted 2008

Report Attachments

1. December 2, 2002, Planning Board Approval Letter
2. E-mail Correspondence, Peter Driscoll, November 3, 2008
3. Letter, John P. Doyle, Jr, November 5, 2008
4. Planning Board Report #59-02, with Mission Statement, Parking Management Plan and Neighborhood Minutes.
5. State of Maine, Department of the Secretary of State, non-profit corporation for Maine Irish Heritage Center

JOHN P. DOYLE JR.
jdoyle@preti.com
Direct Dial: 207-791-3208

November 5, 2008

VIA EMAIL AND HAND-DELIVERY

Barbara A. Barhydt
City of Portland - City Hall
389 Congress Street
Portland, ME 04101

RE: Maine Irish Heritage Center – Material for Planning Board

Dear Barbara:

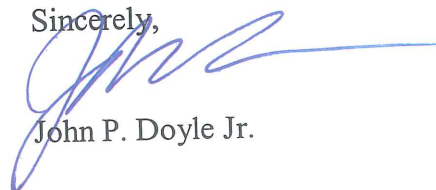
Thank you for your e-mails and your assistance on our application which we understand will be the subject of a Public Hearing on November 12. I understand you have obtained the needed information from Peter Driscoll regarding Amistad's activities and their scope.

This responds to your request for some further detail regarding the uses of the building over the past couple of years. Following the collapse of the bell in May of 2006, the use of the Center has been limited. The Library has been used by those doing genealogical studies, and in recent weeks, a couple of weddings have been held. To give you a sense of what uses were before the bell fell, the following types of activities took place: Irish cultural dance and language lessons, poetry meetings, an art exhibit, and a Special Olympics dinner. The Center was the site of Northern Ireland students visiting and volunteering to assist in cleaning up. Over 75 volunteers assisted at many "Days of Caring" to clean up the Center. The Irish-American Club held periodic meetings at the Center, as did the Ancient Order of Hibernians. Saint Patrick's Day celebrations were held. AA meetings were held on a regular basis along with concerts, recitals and rehearsals. A Christmas party for children was held along with the St. Dominic's Reunion and various workshops. A few weddings also took place.

Following the completion of construction, a reopening event was held on October 21 at which the Gael Tec Minister of the Republic of Ireland was present, along with several City Officials. On November 14, we will be holding a celebratory dinner honoring former Governor Joseph E. Brennan who will be the first recipient of our Claddagh Award.

I hope this information is helpful and sufficient for your purposes, so let me know if I can provide anything further. I will check in with you regarding your report for the Planning Board and whether we can assist further in any way. Thank you.

Sincerely,



John P. Doyle Jr.

KAREN A. GERAGHTY (MAYOR) (2)
PETER E. O'DONNELL (1)
NATHAN H. SMITH (3)
CHERYL A. LEEMAN (4)
JAY M. HIBBARD (5)

CITY OF PORTLAND
IN THE CITY COUNCIL

JAMES F. CLOUTIER (A/L)
PHILIP J. DAWSON (A/L)
JILL C. DUSON (A/L)
NICHOLAS M. MAVODONES (A/L)

ORDER AUTHORIZING AMENDMENT TO CITY CODE
CHAPTER 14, DIVISION 7, R-6 RESIDENTIAL ZONE
⇒14-137

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PORTLAND, MAINE
IN CITY COUNCIL ASSEMBLED AS FOLLOWS:

1. That Chapter 14 of the Land Use Code (Conditional uses.), §14-137 be amended as follows:

Sec. 14-137 Conditional uses.

The following uses shall be permitted only upon the issuance of a conditional use permit, subject to the provisions of section 14-474 (conditional uses) of this article and any special provisions, standards or requirements specified below:

- (c) *Institutional:* Any of the following conditional uses provided that, notwithstanding section 14-474(a) (conditional uses) of this article or any other provision of this Code, the planning board shall be substituted for the board of appeals as the reviewing authority:

...

6. Community Hall provided that:

- a. The structure was in existence as of date of enactment, March 15, 1999;
- b. The structure was built for institutional or other non-residential uses;
- c. The structure is ~~owned and~~ operated by or operated subject to the control of, a not-for-profit entity in accordance with its not for profit purposes; and
- d. A parking management plan is submitted for review and approval by the Planning Board.

Split into 2 sections, the building provides for a diversity of uses with its functionality. The parish hall is suited for an intimate, 80-90 seat theater and the sanctuary for a 450 seat performance hall.

The upper level of the parish hall is almost 3,000 square feet and has a stage that has been used for community theater for the past 100 years, although rebuilt to modern, professional standards. The parish hall will be accessible to the disabled by virtue of a 3-stop wheelchair lift that accesses both floors of the parish hall as well as Congress Street. The lower level of the parish hall will contain two small offices, ADA compliant bathrooms, kitchen, green room, dressing room, mechanical room, valve room, set shop and workshop. The mechanical room will house a 500,000 btu hot water boiler donated from Northern Utilities and the 3-phase power service required for the sprinkler pump and stage lights. The valve room will house the water service and sprinkler head for the full NFPA 13 sprinkler system. It is expected that the parish hall theater will be ready for performances in the spring of 2001.

The sanctuary is ideal for musical performances with its raked (sloped) floor, 40 foot-vaulted ceiling and curved pews seating 450 and arranged in a semi-circle. The sanctuary's acoustics and sight lines are excellent with no posts or obstructions to distract from the performances. The sanctuary has several structural and conditions problems and likely will not be available for performances until at least 2003.

Incremental Restoration and Use Strategy

Focusing on the parish hall first is advantageous in that it requires the least amount of resources to renovate and it is the most functional of the different areas of the building. The Parish Hall does not have the structural issues involved with the Sanctuary, making

this phase far less expensive and time consuming with the remaining work left mostly interior renovations to build the theater space. Once renovated, the parish hall can be immediately put to use hosting professional theater and housing functions, benefits, meetings and other performances and artistic activities. When the parish hall renovations are complete, the building will have be operational and have all of its mechanical and utility upgrades in place, just requiring expansion into the sanctuary space once done. This will take the enormous burden of the building which is now sitting vacant and unheated.

Once the parish hall half of the building is complete and fully functional it will allow the arts & community center to begin operations. These operations consisting largely of hosting professional theater and other events will be on a smaller scale than the scope of activities once the other half, the sanctuary, is complete. This incremental approach to the level of operations will allow Friends of the St. Lawrence Church to develop and refine its operations and activities, including parking management strategies, programming and logistics on a small scale in order to most effectively run the facility and reduce impact on the neighborhood once the entire building is operational.

Parish Hall Theater and Operations

The parish hall will be the locus of the arts & community center's operations under its proposed conditional use. The parish hall, one quarter the capacity of the sanctuary, will allow a low level of operations that will support the building and further restoration but still have a relatively small impact on the neighborhood and allow the operations to get up and running at an easier pace. The Friends of the St. Lawrence Church have committed to making the parish hall available to professional theater 26

weeks of the year. During other times the parish hall will be used for other events and activities, including neighborhood forums and public meetings, children's daytime recreational activities and use by local nursery and elementary schools and social events such as weddings and other services. Hours of operations will be generally from the beginning of the business or school day to 11pm in the evening.

It is not anticipated that the building will be used for large scale events every night or even every week. Generally, a theater production runs 3-4 weeks, with a week or more for load and build-in in the beginning. Once built in, the shows will take place primarily on Thursday, Friday and weekend nights with the possibility of weekend matinees. It is anticipated that most other large scale events will occur in the evenings or on weekends. A parking management plan attached to this operations plan incorporates the use of two local parking lots, Adams School a block away on Munjoy Street and Theriault Landmann Architects two blocks up Congress Street. These parking lots will both be generally available on nights and weekends, complimenting the anticipated heavy parking/traffic times.

Friends of the St. Lawrence Church will have a full time office in the lower level of the parish hall and may house one or more office for other non-profit organizations. The Friends of the St. Lawrence Church may host or sponsor other workshops or programs including acting, dancing and music classes and other artistic, recreational or educational activities for children, adults and seniors during the day or evenings. Also, Friends of the St. Lawrence Church will continue renovations and construction work on the sanctuary half of the building including continuing to operate its stained glass

AH 1.7

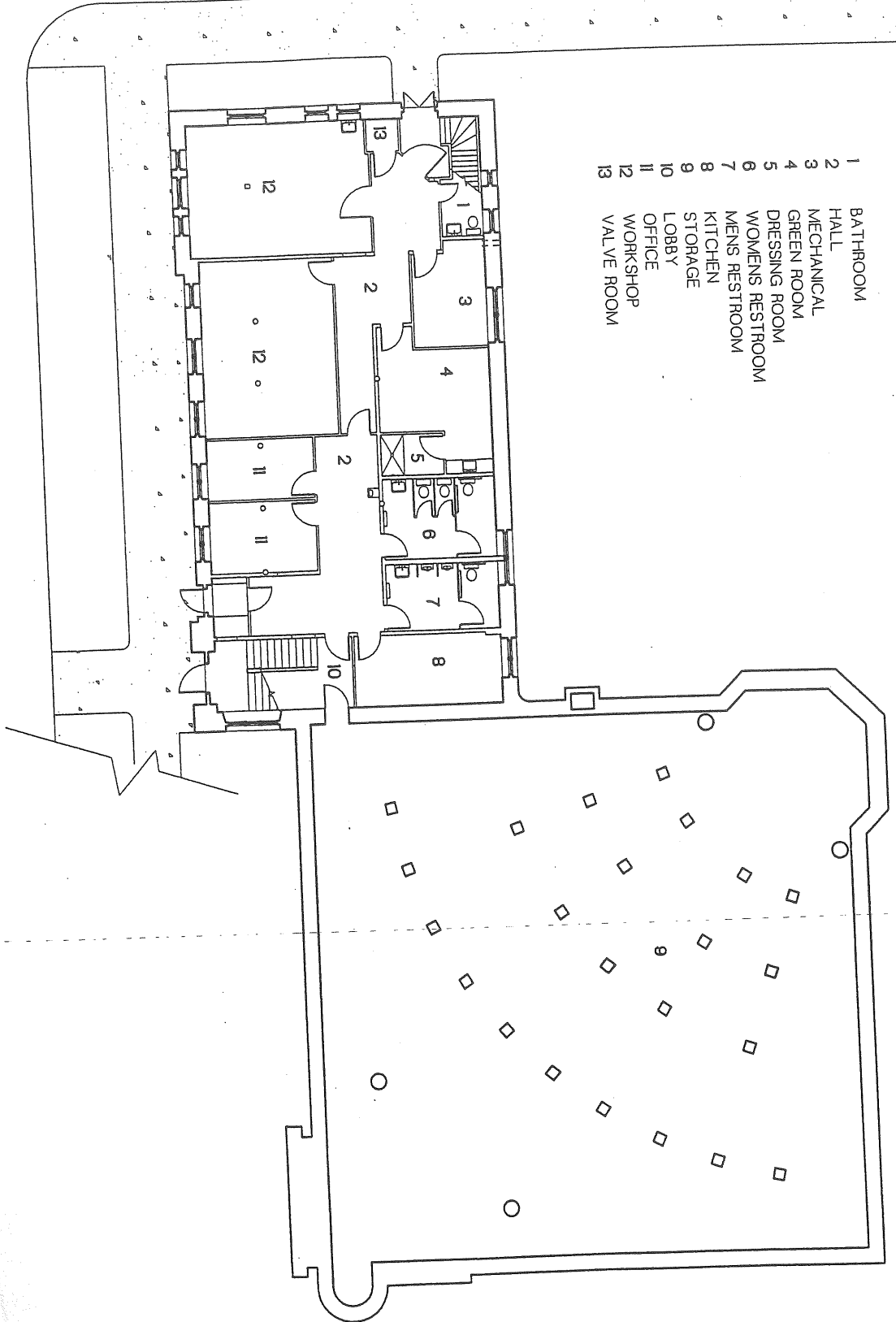
workshop. The office and construction activities will occur mostly during business hours and have a negligible impact on parking or traffic in the neighborhood.

Theater Manager

The St. Lawrence Arts & Community Center will be staffed by a theater manager with the potential for an administrative assistant, custodian and technical director in the future. The theater manager will perform most of these duties initially with the aid of volunteers. The theater manager will be responsible for the management of the building and the operations including booking space, marketing, custodial and maintenance activities, concession inventory and sales, theater liaison, technical activities, security, parking, events oversight and bookkeeping. The theater companies will be responsible for providing technical assistance for their productions. The theater manager will ensure that events, activities and general operations go smoothly and according to this plan.

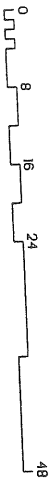
AH 1.14

- 1 BATHROOM
- 2 HALL
- 3 MECHANICAL
- 4 GREEN ROOM
- 5 DRESSING ROOM
- 6 WOMENS RESTROOM
- 7 MENS RESTROOM
- 8 KITCHEN
- 9 STORAGE
- 10 LOBBY
- 11 OFFICE
- 12 WORKSHOP
- 13 VALVE ROOM



LOWER FLOOR PLAN

ST. LAWRENCE CHURCH
76 CONGRESS STREET
PORTLAND, MAINE



From: "Peter Driscoll" <amistad1@maine.rr.com>
To: <bab@portlandmaine.gov>
Date: Monday, November 03, 2008 8:28:21 AM
Subject: follow up

Hi Barbara,

I wanted to follow up on your request for further clarification regarding what use is being made of the Irish Heritage Center by Amistad. I understand that you have been given a full description of all of Amistad programs - and I want to be clear that only a small portion of our programs are housed at the IHC. Other Amistad programs are housed in space at 66 State Street (the old St. Dom's elementary school), which we lease from Catholic Charities. That space as you know is immediately adjacent to the IHC making our use of that space very practical for us.

We have leased space at the IHC primarily to house the Maine Warm Line. This is a non-crisis telephone support line that is intended to be a kinder and gentler option for individuals with mental health distress than traditional crisis lines.

The Warm Line operates 7 nights a week, from 5:00 PM to 8:00 AM. We typically have three staff on from 5:00 to 11:00, and two staff until 8:00 AM. The Warm Line is toll free, and takes calls from all over the state. We typically take 80 calls per night. Occasionally a caller would benefit from a more intensive intervention, and typically 2 or 3% of our calls are bridged to a local crisis line.

The Maine Warm Line has 5 stations so that we could have up to 5 individuals working at once - current funding levels will not support that.

Because the Warm Line operates when Catholic Charities is typically closed, we take advantage of parking available in their lot. This is an extremely low impact program, and I would doubt that any neighbors would even be aware of the building's use by the Warm Line.

In addition to the 5 telephone stations, the rented space also includes one office, and a small storage closet. The office is used by the director of the Maine Warm Line. The storage closet is office storage. There is also space large enough for a small conference table, and we occasionally hold staff meetings or groups in this space during the day. The space comfortably seats 12 or so individuals.

I hope this information will be helpful to your consideration of the request

by the IHC for conditional use of this space. If you need any additional information, please don't hesitate to be in touch with me.

CC: "Vinnie O'Malley" <vomalley1@verizon.net>

PLANNING BOARD REPORT #04-01

**COMMUNITY ARTS AND CULTURAL FACILITY
VICINITY OF 76 CONGRESS STREET
R-6 CONDITIONAL USE REVIEW
FRIENDS OF SAINT LAWRENCE STREET CHURCH, APPLICANTS**

Submitted to:

Portland Planning Board
Portland, Maine
January 23, 2001

I. INTRODUCTION

The Friends of Saint Lawrence Street Church are requesting conditional use approval to construct a 6000 square foot community hall/theater within the existing St. Lawrence Street Church parish hall at 76 Congress Street. The facility is to be housed within the existing structure and no building additions are proposed as part of this application. The site is zoned R-6. The proposal will be reviewed for a Conditional Use Appeal under the City Land Use Code.

The 1897 church is a listed National Historic Landmark and has been the subject of a large-scale rehabilitation and re-use effort. The building has been functionally separated into two sections: the 6000 square-foot, two-story parish hall; and the 5,488 square-foot sanctuary. This application proposes interior improvements to the parish hall only. The resulting facility will house a community hall and a 90-seat theater. Restoration and re-use of the 450-seat sanctuary is not anticipated until major structural repairs are completed over the next few years. A complete description of the facility and the proposed use is included in the applicant’s written statement. See Attachment 1.

584 notices were sent to area property owners.

II. FINDINGS

Lot Size:	10,496 square feet +/-
Building Size:	8,488 square feet (foot print) 6000 square feet (proposed rehab)
Zoning:	R-6
Parking:	38+ spaces (off-site for function use) 18+ spaces at Theriault Landman (former Whole Grocer Building) 20+ spaces at Adams School

Note: No parking is required for the building, but a parking management plan is required under conditional use.

New Impervious: none

III. SITE PLAN EXEMPTION

The 6000 square foot change of use is considered minor development, subject to site plan review.

The applicant has requested an exemption from site plan review. Staff routinely provides exemptions if an application meets specific criteria provided in the Site Plan code 14-523(h). See Attachment #2.1-2.3. In order to meet the exemption criteria, the application must have a footprint increase of less than 500 square feet and satisfy 4 of 6 sites plan requirements listed. The requirements include (1) no new curb cuts, (2) existing sidewalks, (3) no additional parking, on or off-site, (4) no stormwater impacts, (5) no landscaping deficiencies, and, (6) no additional utility work. A preliminary review of the proposal shows that parking and utility work will be required, but that four of the remaining criteria are satisfactorily addressed.

At the December 12, 2000 Workshop, the Board indicated that exemption from site plan review was reasonable given the lack of site changes and the fully developed nature of the site. Planning staff will process the site plan exemption request, pending approval for conditional use by the Board.

IV. CONDITIONAL USE REVIEW

This application is being reviewed as a conditional use – community hall – in the R-6 zone. Community hall use was added to the R-6 zone as a conditional use in March of 1999 through a text change proposed by this same applicant in anticipation of the re-use of St. Lawrence Street Church. See Attachment #2.4.

- A. The following standards apply for review of a conditional use for a community hall in the R-6 zone under Section 14-137(f):
- i. That the structure was in existence as of March 15, 1999;
The structure was constructed in 1897.
 - ii. That the structure was built for non-residential use;
The structure was constructed as a church with an attached parish hall.
 - iii. The structure is owned and operated by a not-for-profit entity;
The Friends of Saint Lawrence Street Church is a tax-exempt, non-profit corporation.
 - iv. That a parking Management Plan will be submitted for Planning Board review and approval.

Parking

The applicant has provided an updated parking management plan generated by Bruce Hyman, Wilbur Smith Engineers, and is included as Attachment #3. The plan outlines the projected demand of the facility and provides for two off-site parking facilities to be available for function use. The two lots are at Adams School, and the Theriault Landman offices (the former Whole Grocer building.) The updated plan describes the capacity of these lots at 45 spaces. Previously at the workshop, the applicant estimated the parking supply at 38 spaces. The applicant should clarify the accurate parking space supply. Both parking lots are about 500 feet from the church and will be available for scheduled functions. A sketch map of the vicinity showing the church and the proposed lots is included as figure 2 in the management plan.

The applicant projects that 77 spaces would be needed for a fully attended function (including staff and cast members,) but that 48 spaces would be a typical demand. This number conservatively estimates vehicle occupancy at 1.5 people, and does not adjust for pedestrian trips, bicycle traffic, or public transportation. The applicants believe that, as a neighborhood community center, many of the patrons will walk or ride the bus to the facility.

While additional spaces may be provided in the future, it is anticipated that some patrons will use available on-street parking. The parking management plan includes an inventory of on-street parking supply and the results of a capacity study performed in November of 2000. The results of the on-street parking inventory suggest that some on-street capacity exists within the neighborhood. Staff anticipates that fully attended performances will impact parking supplies in the immediate vicinity of the church, as would be expected at any similarly scaled function hall.

City Parking Manager, John Peverada, and City Traffic Engineer, Larry Ash, have reviewed the parking management plan. Mr. Ash's comments were not available as of the writing of this report. Mr. Peverada suggests that the facility staff be aware of the potential conflicts that could arise on performance nights that coincide with City "snow bans." The Adams School lot is utilized by the neighborhood for off-street parking during snow emergencies and Mr. Peverada foresees the potential for theater patrons to be blocked in by stacked parking during snow removal. Some degree of signage or facility staff management will be needed during snow related parking bans.

As a designated historic structure, there is no parking formula required. See Attachment #2.5.

B. The following standards apply for all conditional uses:

Section 14-474(2)

- i. There are unique or distinctive characteristics or effects associated with the proposed conditional use.

There are no known unique or distinctive characteristics associated with the proposed use.
- ii. There will be an adverse impact upon the health, safety, or welfare of the public or the surrounding area; and

It does not appear that there will be any adverse impacts with the proposed project.
- iii. Such impact differs substantially from the impact, which would normally occur from such a use in that zone.

The impacts of this site are similar as those normally expected from such a use in this zone.

V. MOTIONS FOR THE BOARD TO CONSIDER

On the basis of plans and materials submitted by the applicant and on the basis of information provided in Planning Board Report #04-01 relevant to standards for conditional use review, the Board finds:

That the plan is/is not in conformance with the Conditional Use Standards of the Land Use Code.

Potential Condition of Approval:

- That the applicant incorporate provisions into their parking management plan for informing patrons of the potential conflicts of using the Adams School parking lot during City parking bans. A revised parking management plan will be provided for planning and parking staff review and approval.

Attachments

1. Written Statements
2. City Code excerpts
3. Updated Parking Management Plan
4. Plans and Elevations

Property Search Detailed Results

This page contains a detailed description of the Parcel ID you selected. Press the **New Search** button at the bottom of the screen to submit a new query.

Current Owner Information

Card Number	1 of 1
Parcel ID	044 H004002
Location	3 GRAY ST
Land Use	BENEVOLENT & CHARITABLE
Owner Address	IRISH HERITAGE CENTER PO BOX 7588 PORTLAND ME 04112
Book/Page	18630/276
Legal	44-H-4 GRAY ST 34-46 STATE ST 74-84 ST DOMINICS CONDO # 2

Current Assessed Valuation

Land	Building	Total
\$459,200	\$1,836,900	\$2,296,100

Building Information

Bldg #	Year Built	# Units	Bldg Sq. Ft.	Identical Units
1	1900	1	0	1

Total Acres	Total Buildings	Sq. Ft.	Structure Type	Building Name
0	0		RELIGIOUS	

Exterior/Interior Information

Section	Levels	Size	Use
1	B1/B1	8403	SUPPORT AREA
1	01/01	8403	RELIGIOUS INSTITUTION
1	02/02	720	RELIGIOUS INSTITUTION

Height	Walls	Heating	A/C
10		HW/STEAM	NONE
50	BRICK/STONE	HW/STEAM	NONE
10	BRICK/STONE	HW/STEAM	NONE
		NONE	NONE
		NONE	NONE
		NONE	NONE
		NONE	NONE
		NONE	NONE

Building Other Features

Line	Structure Type	Identical Units
2	SPRINKLER - WET	1

Yard Improvements

Year Built	Structure Type	Length or Sq. Ft.	# Units
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Sales Information

Date

Type

Price

Book/Page

Picture and Sketch

Picture

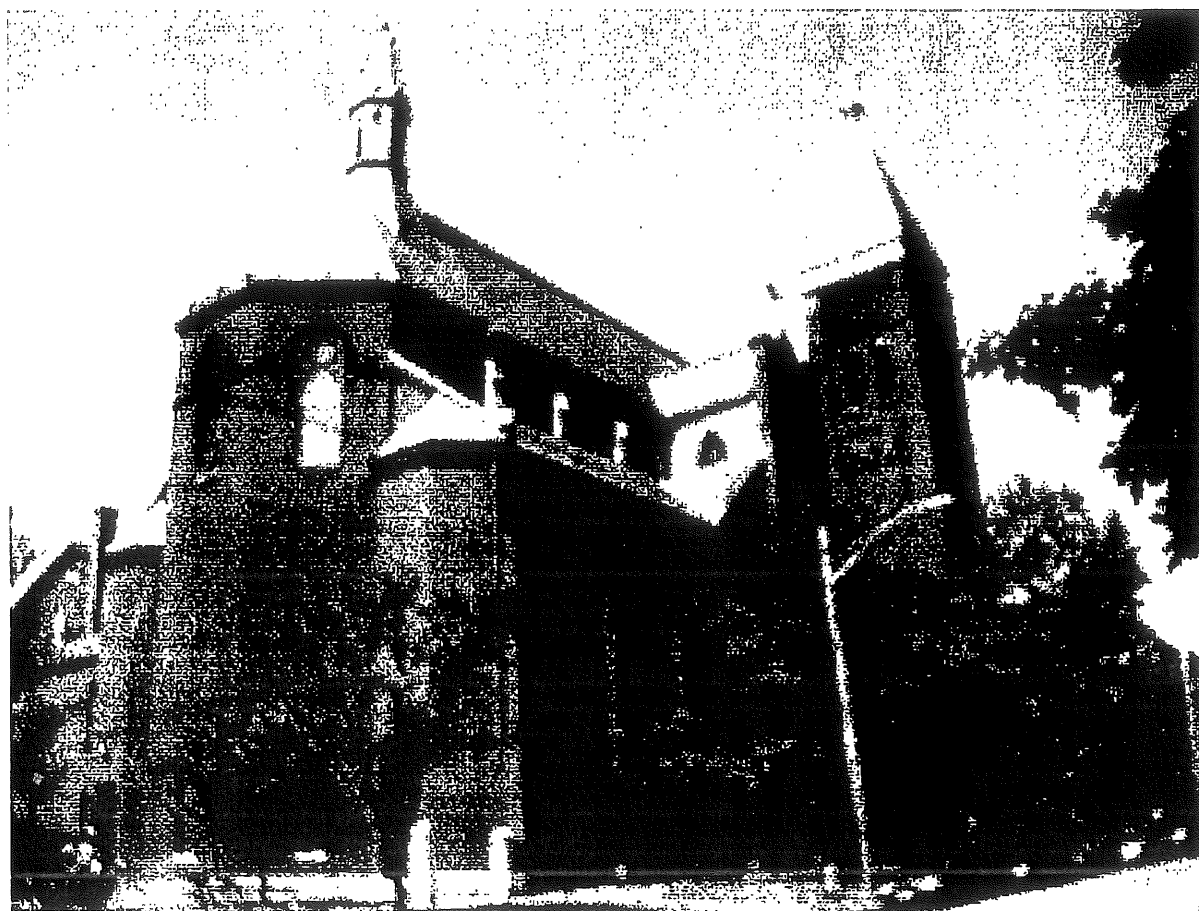
Sketch

Tax Map

[Click here to view Tax Roll Information.](#)

Any information concerning tax payments should be directed to the Treasury office at 874-8490 or e-mailed.

[New Search!](#)





Assessor Chart - 044

Updated 04/01/07

DECLARATION OF CONDOMINIUM

FOR

ST. DOMINIC'S CONDOMINIUM

This Declaration of Condominium (the "Declaration") is executed and recorded pursuant to the Maine Condominium Act (the "Act") 33 M.R.S.A. Sections 1601-101 et seq., which statute is incorporated herein by reference. There is hereby created, pursuant to the terms of the Act and this Declaration, St. Dominic's Condominium and St. Dominic's Condominium Association (the "Association"), a Maine non-profit corporation under Title 13-B of the Maine Revised Statutes Annotated, and Bylaws for said Association.

1. Declaration and Description of Land.

(a) ST. DOM'S HOUSING ASSOCIATES LIMITED PARTNERSHIP, a Maine limited partnership with a place of business in Portland, Maine ("the "Partnership"), and IRISH HERITAGE CENTER, a Maine nonprofit corporation ("IHC;" IHC and the Partnership are referred to collectively herein as the "Declarant") hereby collectively submit the land, and the buildings and improvements located thereon, at Gray and State Streets in the City of Portland, Cumberland County, Maine, described in Schedule A attached hereto and made a part hereof (collectively the "Premises") to the provisions of the Act. The Condominium shall consist of two buildings: (1) the former St. Dominic's Girl's School, consisting of a three story brick building fronting on Gray Street, together with all structures attached and appurtenant thereto (collectively "Unit 1") and (2) the former St. Dominic's Church, fronting on Gray and State Streets, together with all structures attached and appurtenant thereto (collectively "Unit 2"). Both the Common Elements and Limited Common Elements are shown on the Condominium Plat and Plan (collectively the "Plat") prepared by TFH Architects, P.A. dated December 17, 2002 entitled "Condominium Plat, St. Dominic's Condominium," which Plat is to be recorded in the Cumberland County Registry of Deeds herewith.

(b) The Premises are subject to:

(i) The easements, covenants, restrictions and reservations contained in and created by this Declaration and the Bylaws of the Association.

(ii) All matters shown on the Plat.

(iii) All easements and encumbrances described in Schedule A attached hereto and made a part hereof.

2. Definitions. The terms hereinafter defined shall have the meanings as hereinafter set forth. Any term not defined herein shall have the meaning accorded it by the Act.

(a) "Allocated Interests" means the undivided interests in the Common Elements, the Common Expense Liability and votes in the Association allocated to each Unit Owner.

(b) "Association" means St. Dominic's Condominium Association.

(c) "Common Elements" means all portions of the Premises other than the Buildings and Limited Common Elements. Without limiting the generality of the foregoing, (i) the space between Unit 1 and Unit 2 is a Common Element, and the owner of Unit 2 shall bear the cost of the initial renovations to such Common Element;(ii) the dividing wall between Unit 1 and Unit 2 (defined below as the "Party Wall") is a Common Element, and (iii) the dumpster located on the Catholic Charities of Maine parcel (formerly owned by Alliance for the Mentally Ill, Cumberland County Registry of Deeds Book 10127, Page 81). All such Common Elements are subject to the provisions set forth below.

(d) "Common Expenses" means expenditures made by or financial liabilities of the Association together with any allocations to reserves.

(e) "Common Expense Liability" means liability for Common Expenses allocated to each Building pursuant to Section 1602-107 of the Act.

(f) "Condominium" means St. Dominic's Condominium, as the same is created and administered by the Act, this Declaration, the Bylaws and the rules and regulations developed thereunder, consisting of two buildings and related improvements.

(g) "Declarant" means St. Dom's Housing Associates Limited Partnership and Irish Heritage Center and their respective successors and assigns.

(h) "Executive Board" means the body designated in the Bylaws to act on behalf of the Association.

(i) "Limited Common Elements" means those portions of the Common Elements allocated by the Declaration and the Act for the exclusive use of one of the Units. The parking spaces to the southwest of Unit 1 as well as the land area between the Unit 1 building and Gray Street are Limited Common Elements for Unit 1. The land area on the northwesterly side of Unit 2 between Unit 2 and Gray Street and the land area on the northeasterly side of Unit 2 between Unit 2 and State Street is a Limited Common Element for Unit 2. The basement area of Unit 1 shown on the Plat as "storage room" shall be a Limited Common Element for Unit 2 (referred to herein as the "Unit 2 Storage Room"), subject to the provisions of Section 6(a) below. The stair tower to be built and attached to Unit 1 shall be a Limited Common Element for Unit 1.

(j) "Special Declarant Rights" means those rights, if any, reserved by the Declarant to itself in Section 7 of this Declaration.

(k) "Unit" means a unit of the Condominium as described herein and as shown on the Plat. Unit 1 shall be used for up to 12 separate residential apartments and related accessory uses

as allowed under the City of Portland zoning ordinance, and Unit 2 shall be used as a community center and related accessory uses as allowed under the City of Portland zoning ordinance. A Unit Owner may not use its Unit for a different purpose unless the other Unit Owner consents, such consent not to be unreasonably withheld, delayed or conditioned.

(1) "Unit Owner" means the Declarant or other Owner(s) of a Unit.

3. Description of Condominium. The Plat shows the layout, location, Unit numbers and dimensions of buildings of the Condominium. The structures constituting the buildings are Unit 1 (St. Dom's Housing--12 apartments) and Unit 2 (the Irish Heritage Center community building). Brick is the principal material of which Units 1 and 2 are built.

4. Allocation of Common Element Interests and Boundaries.

(a) Percentage Interests. Each Unit shall be allocated an equal percentage of undivided interests in the Common Elements and in the Common Expenses of the Association. The Allocated Interest for each Unit is shown on Exhibit B attached hereto.

(b) Unit Boundaries. The boundaries of each Unit are generally the exterior surfaces of each Unit's respective building(s), except that the Units shall not have any horizontal boundaries, other than with respect to the Unit 2 Storage Room, as to which the boundary of Unit 1 in the basement only shall exclude the Unit 2 Storage Room as described herein and as shown on the Plat. Vertical boundaries of each building(s) are as shown on the Plat, except that the vertical boundary of Unit 1 on floors above the basement shall be as if the Unit 2 Storage Room did not exist. Each Unit includes all exterior finished surfaces of its respective building(s) including, without limitation, cornices, parapets, steeples, eaves, drainage pipes, all windows, siding and the roof, and each Unit Owner is responsible for the maintenance and repair of same.

Each Unit includes all interior and exterior improvements including, without limitation, the roof, foundation, all walls, siding, windows, doors, thresholds and other improvements of every type or nature of the Unit's respective building(s). In addition, Unit 1 shall include a stair tower adjacent and attached to Unit 1, which may be built after the recording of this Declaration. The buildings within the boundaries of a Unit may be altered, modified or enlarged by the Unit Owner, provided such alteration does not encroach upon the other Unit, upon any Common Element or upon any Limited Common Element allocated to the other Unit, and further provided that the Unit Owner complies with all laws, ordinances and regulations and the provisions of the Maine Condominium Act and the City of Portland.

5. Limited Common Elements. Limited Common Elements shall include those items designated as Limited Common Elements on the Plat and in Paragraph 2(i) of this Declaration. Each Unit shall be responsible for maintenance, repair and replacement of the Limited Common Elements assigned to that Unit. Any expense associated with the maintenance, repair or replacement of a Limited Common Element that is not paid or incurred directly by the responsible Unit Owner shall be assessed against the Unit Owner to which that Limited Common Element is assigned. Any common expense benefiting only one Unit shall be assessed

exclusively against the Unit benefited. Nothing in this Section shall prohibit a Unit Owner from undertaking repairs or maintenance of the Limited Common Elements appurtenant to his or her Unit. No Limited Common Element may be used by its Unit Owner in such a way as to deprive the other Unit Owner of the reasonable use and enjoyment of its Unit.

6. Easements and Other Matters.

(a) The boundaries of the Unit 2 Storage Room shall be the finished surfaces of the masonry walls and floor in the Unit 2 Storage Room and the finished ceiling of the Unit 2 Storage Room or, if there is no finished ceiling, an imaginary plane on the same plane as any finished ceiling in the Unit 2 Storage Room. Such boundaries do not include the masonry, plaster, lath or furring beyond the finished surface. The Unit 2 Storage Room shall not include any structural elements that are a part of Unit 1 or any windows on the exterior walls of the Unit 2 Storage Room, all of which are a part of Unit 1, but shall include any doors offering ingress or egress into the Unit 2 Storage Room. Any piping, utilities, electrical wires, ducts or other structural members within the Unit 2 Storage Room are a part of Unit 1.

(b) Both Unit 1 and Unit 2 shall have the benefit of and shall be subject to the terms and conditions in this Declaration providing for the establishment, maintenance, repair and replacement of a Common Element comprising a party wall between Unit 1 and Unit 2, the location of such party wall being as shown on the Plat (the "Party Wall"). It is the intention of the parties that the Party Wall be a solid masonry wall with no openings or manner of passage through the Party Wall. The Party Wall and the Unit Owners' use of same is subject to the following terms and conditions, which shall run with the land and shall be binding upon the owners of Unit 1 and Unit 2 and their respective heirs, successors and assigns:

i. Each of the Unit Owners shall have the right of lateral and subjacent support through the Party Wall. Neither Unit Owner shall take any action which might tend to weaken or damage the Party Wall.

ii. Each of the Unit Owners and their respective successors and assigns shall have an easement in that part of the other Unit Owner's Unit on which the Party Wall is located, as may be necessary or desirable in connection with maintenance of the Party Wall and as necessary or desirable to repair, restore, or extend the Party Wall as provided in this paragraph. Each Unit Owner and their respective successors and assigns shall permit the other Unit Owner and its contractors, licensees, agents and employees to enter their respective property for the purpose of maintaining, repairing, replacing or restoring the Party Wall. The Unit Owners shall share equally the costs of repairing, maintaining, replacing or extending the Party Wall, but no Unit Owner may perform repairs or maintenance which affects the entire Party Wall, nor may either Unit Owner extend the Party Wall or add openings such as doors or windows, without the consent of the other Unit Owner, which consent shall not be unreasonably withheld, delayed or conditioned; provided, however, that it shall be deemed reasonable for either party to withhold its consent to the creation of any opening in the Party Wall if such opening might have a material adverse effect on either party's ability to claim, or to continue to claim, historic or rehabilitation tax credits. Either Unit Owner may add finishing materials to its side of the Party Wall, provided

such finishing materials do not in any way compromise the structural integrity of the Party Wall. All work shall be done in a good and workerlike manner and shall be kept free from mechanics' liens at all times.

iii. Both Unit Owners accept the Party Wall in its present condition.

iv. Each of the Unit Owners agrees to indemnify the other and the other's agents, contractors, directors, officers, employees and invitees against the indemnitor's share of any liability for injury or property damage, when such injury or damage shall result from, arise out of, or be attributable to any maintenance or repair undertaken pursuant to paragraph 2 above.

v. The covenants and restrictions set forth in subparagraphs i-iv above shall run with the land and shall be binding on and shall inure to the benefit of and be enforceable by either of the Unit Owners and their respective successors, and assigns. Such covenants and restrictions may be amended only in a written amendment to this Declaration duly recorded in the Cumberland County Registry of Deeds.

vi. Maintenance costs associated with the Party Wall shall be treated as a Common Expense.

(c) The Executive Board shall not establish any rule or regulation depriving either Unit Owner of reasonable ingress and egress to and from its Unit, the Premises and Common Elements or Limited Common Elements, and the adjoining public streets.

7. Declarant Control.

(a) Subject to the provisions of the Act, this Declaration and the Bylaws, the Executive Board shall have the power to act on behalf of the Association. The initial Executive Board shall consist of two (2) persons to be appointed by Declarant. The initial members on the Executive Board shall serve until the first regular election of the Executive Board, which election shall be held at the first regular meeting of the Association after termination of the Declarant Control Period in accordance with the Bylaws. The Declarant Control Period shall end on the date of the first regular meeting of the Executive Board.

(b) This Section 7 shall not be amended before the first regular election of the Executive Board without the written consent of the Declarant. The benefits of Section 7 may be transferred by a recorded instrument specifically referring to this Section and executed by Declarant and its successor or assignee.

8. Amendment and Termination.

(a) This Declaration may be amended only in accordance with the procedures specified in Section 1602-117 of the Act and this Declaration. No amendment may change the boundaries of any Unit, the Allocated Interests allocated to a Unit, the Limited Common Elements allocated to either Unit, or the uses to which any Unit is restricted without the

unanimous consent of the Unit Owners and the consent of Eligible Mortgage Holders (as hereinafter defined) of mortgages on both Units. Except pursuant to any Special Declarant Rights, amendments of a material nature must be agreed to by Eligible Mortgage Holders. A change to any of the following would be considered as material: assessments, assessment liens, or subordination of assessment liens; reserves for maintenance, repair and replacement of Common Elements; responsibility for maintenance and repairs; reallocation of rights to the use of the Common Elements or Limited Common Elements; boundaries of any Unit; convertibility of Units into Common Elements or vice versa; expansion or contraction of the Condominium, or the addition, annexation or withdrawal of property to or from the Condominium; insurance or fidelity bonds; leasing of Units; a decision by the Association to establish self management when professional management had been required previously by an Eligible Mortgage Holder; restoration or repair of the Condominium (after a hazard damage or partial condemnation) in a manner other than that specified in the condominium documents; or any provisions that expressly benefit Eligible Mortgage holders insurers or guarantors. No amendment of this Declaration shall make any change which would in any way affect any of the rights, privileges, powers and options of the Declarant, its successors or assigns, unless the Declarant, or its successors or assigns, shall join in the execution of such amendment.

(b) The condominium shall not be terminated except by unanimous consent of the Unit Owners and Eligible Mortgage Holders. In addition, the Condominium shall not be terminated unless the Unit Owners make provisions so that each Unit either:

(i) is located on a lot of land owned by the Unit Owner that meets all applicable federal, state and local land use laws, rules, ordinances and regulations; or

(ii) is located on such a lot of land leased to the Unit Owners pursuant to a ground lease.

9. St. Dominic's Condominium Association. The Unit Owners of both Units shall be members of the Association. Use, occupancy and enjoyment of the Condominium shall be subject to the terms and conditions of the Bylaws, this Declaration and the Act. Both Units are subject to assessment for common expenses of the Association.

10. Repair, Restoration, Use and Occupancy of Units and Common Elements
--Restrictions Thereon.

The repair, restoration, occupancy and use of the Condominium shall be subject to the following restrictions:

(a) The Units, Limited Common Elements and Common Elements shall be used, repaired, maintained and replaced at all times in compliance with all applicable federal, state and local laws, rules, regulations and ordinances and this Declaration.

(b) Neither Unit shall be further subdivided to create additional condominium units unless both Unit Owners agree to do so in a written amendment to this Declaration.

(c) Without in any way limiting the generality of Section 10(a) above, all restoration and repair of the Units and Common Elements shall be done in accordance with the Secretary of Interior's standards for historic preservation and with the requirements of the Maine State Historic Preservation Office. All plans for restoration or repair must be submitted to the State Historic Preservation Office and the Secretary of Interior for their respective approval and all such work must be done in accordance with such plans as approved by the Secretary of the Interior and State Historic Preservation Office. A Unit Owner who breaches the provisions of this Section 10(c) shall be liable to and shall indemnify, defend and hold harmless the non-breaching Unit Owner to the extent such non-breaching Unit Owner suffers any financial loss or out-of-pocket expense arising from the non-breaching Unit Owner's loss of historic tax credits as a result of the breach of this Section 10(c).

11. Budget; Common Expenses; Assessments and Enforcement.

(a) Budget Ratification Vote. In accordance with Article V of the Bylaws of the Association, the Executive Board shall propose a budget for the Condominium, which budget shall be submitted to the Unit Owners for ratification. At the budget ratification meeting, unless Unit Owners unanimously reject the budget, it shall be adopted.

(b) Monthly Assessments. All Common Expense assessments, if any, including but not limited to lighting and snow and rubbish removal, made in order to meet the requirements of the Association's annual budget shall be deemed to be adopted and assessed on a monthly basis (rather than on an annual basis payable in monthly installments) and shall be due and payable in advance on the first day of each month, the first such assessment to be made for the first month of the first fiscal year as determined by the Executive Board of the Association under Article V of the Bylaws. If they both agree, the Unit Owners may elect to pay their assessments in a manner other than monthly. The first regular assessment, if any, shall be made no later than sixty (60) days after the last conveyance of a Unit. Special assessments, if any, shall be due and payable in one or more monthly payments, in advance, on the first day of each month, as determined by the Executive Board.

All unpaid assessments shall constitute a lien on the Unit against which such assessment is made. Payments for assessments which are more than ten (10) days late shall, at the option of the Association, accrue interest at a rate established by the Association.

(c) Subordination of Certain Charges. Any fees, charges, late charges, fines and interest which may be levied by the Executive Board pursuant to Article 3 of the Act, shall be subordinate to: (i) the lien of a first mortgage recorded before or after the date on which the assessment sought to be enforced becomes delinquent; and (ii) any mortgage held by the Declarant or a successor of the Declarant.

(d) Surplus. Any surplus funds of the Association remaining after payment of, or provision for, Common Expenses including provisions for a working capital fund and/or reserve

fund shall be held by the Association and shall be credited to the Units on a pro rata basis to reduce their future Common Expense assessments.

(e) Limited Common Expenses. Limited Common Expenses are those Common Expenses associated with the maintenance, repair or replacement of a Limited Common Element. Limited Common Expenses shall be assessed against the Unit to which that Limited Common Element has been assigned. Any Common Expense benefiting only one Unit shall be assessed exclusively against the Unit benefited as a Limited Common Expense.

12. Rights of Eligible Mortgage Holders.

(a) An "Eligible Mortgage Holder" means the holder of a recorded first mortgage on a Unit which has delivered written notice to the Association by prepaid United States mail, return receipt requested, or by delivery in hand securing a receipt therefor, which notice shall state the mortgagee's name and address, the owner's name and address, and the identifying number of the Unit, and shall state that the mortgage is a recorded first mortgage.

(b) The Association shall send reasonable prior written notice by prepaid United States mail to Eligible Mortgage Holders of the consideration by the Association of any matters required pursuant to the Act and the following circumstances or proposed actions:

(i) The adoption of any proposed budget by the Executive Board and of the date of the scheduled Unit Owners' meeting to consider ratification thereof; a summary of the proposed budget shall accompany the notice;

(ii) Any delinquency in the payment of assessments for Common Expenses or any other charges owed by a Unit Owner, or any other default in the performance or payment by such Unit Owner of any obligation under this Declaration, the Bylaws or any Rules and Regulations of the Association, which delinquency or other default continues for a period of sixty (60) days.

(iii) The proposed use of any proceeds of property insurance required to be obtained and maintained by the Association pursuant to the Bylaws for purposes other than repair, replacement and restoration of the Condominium substantially in accordance with this Declaration, the Bylaws and the Plat.

(iv) The termination of the Condominium.

(v) A change in the Allocated Interests appurtenant to any Unit or a change in the boundaries of a Unit or subdivision of a Unit, except in connection with the Declarant's exercise of Special Declarant Rights hereunder.

(vi) The merger or consolidation of the condominium with another Condominium.

(vii) The conveyance or granting of a security interest in any portion of the Common Elements.

(c) In the event of any proposed actions described in this Section 12, subsection (b), paragraphs (iii), (v), (vi) and (vii), any Eligible Mortgage Holder shall have the right but not the obligation in place of the Unit Owner to cast the votes allocated to the Unit covered by the Eligible Mortgage Holder's mortgage or give or withhold any consent required of the Unit Owner for such action by delivering written notice to the Association with a copy to the Unit Owner prior to or at the time of the taking of the proposed action, which notice shall be sent by certified or registered prepaid United States mail, return receipt requested, or by delivery in hand. Failure of the eligible Mortgage Holder to so exercise such rights within thirty (30) days from receipt of any such notice shall constitute a waiver thereof and shall not preclude the Unit Owner from exercising such right. In the event of any default described in Section 12(b)(ii) above, the Eligible Mortgage Holder shall have the right but not the obligation to cure such default. In addition, an Eligible Mortgage Holder, or its representative, shall have the right to attend Association and Executive Board meetings for the purposes of discussing the matters described in Paragraph 12(b), (iii), (iv) and (v) through (vii).

Failure to comply with the requirements set forth above shall in no way invalidate otherwise proper actions of the Association and the Executive Board.

13. Limitation of Liability.

(a) Limited Liability of the Executive Board. The members of the Executive Board:

(i) Shall not be liable for any injury or damage to persons or property caused by the natural elements or by either Unit Owners or persons on the Premises, or resulting from electricity, gas, water, rain, dust or sand which may leak or flow from any of its pipes, drains, conduits, appliances, or equipment, or from any other place unless in each such instance such injury or damage has been caused by the Executive Board members' willful misconduct or gross negligence;

(ii) Shall not be liable to the Unit Owners as a result of the performance of the Executive Board members' duties, for any mistake of judgment, negligent or otherwise, except for the Executive Board members' own willful misconduct or gross negligence;

(iii) Shall have no personal liability in contract to a Unit Owner or any other person or entity under any agreement, check, contract, deed, lease, mortgage, instrument or transaction entered into by them on behalf of the Executive Board or the association in the performance of the Executive Board members' duties;

(iv) Shall not be liable to a Unit Owner, or such Unit Owner's tenants, employees, agents, customers or guests, for loss or damage caused by theft of or damage to personal property left by such Unit Owner or his tenants, employees, agents, customers

or guests in a Building, or in or on the Common Elements or Limited Common Elements, except for the Executive Board members' own willful misconduct or gross negligence;

(v) Shall have no personal liability in tort to a Unit Owner or any other person or entity, direct or imputed, by virtue of acts performed by or for them in their official capacity, except for the Executive Board members' own willful misconduct or gross negligence in the performance of their duties; and

(vi) Shall have no personal liability arising out of the use, misuse or condition of the building, or which might in any other way be assessed against or imputed to the Executive Board members as a result of or by virtue of their performance of their duties, except for the Executive Board member's own willful misconduct or gross negligence.

(b) Indemnification. Each member of the Executive Board, in his or her capacity as an Executive Board member, officer or both, shall be indemnified by the Association against all expenses and liabilities, including attorneys' fees, reasonably incurred by or imposed upon him or her in connection with any proceeding in which he or she may become involved by reason of his being or having been a member and/or officer of the Executive Board, or any settlement of any such proceeding, whether or not he or she is an Executive Board member, officer or both at the time such expenses are incurred, except in such cases wherein such Executive Board member and/or officer is adjudged guilty of willful misconduct or gross negligence in the performance of his or her duties; provided that, in the event of a settlement, this indemnification shall apply only if and when the Executive Board (with the affected member abstaining if he or she is then an Executive Board member) approves such settlement and reimbursement as being in the best interests of the association; and provided further that indemnification hereunder with respect to any criminal action or proceeding is permitted only if such Executive Board members and/or officer had no reasonable cause to believe his or her conduct was unlawful. The indemnification by the Unit Owners set forth in this Section 13 shall constitute a Common Expense and shall be assessed and collectible as such. Such right of indemnification shall not be deemed exclusive of any other rights to which such Executive Board member and/or officer may be entitled as a matter of law or agreement or by vote of the Residents or otherwise.

(c) Defense of Claims. Complaints brought against the Association, the Executive Board or the officers, employees or agents thereof in their respective capacities as such, or the Condominium as a whole, shall be directed to the Executive Board of the Association, which shall promptly give written notice thereof to the Unit Owners and Eligible Mortgage Holders, and such complaints shall be defended by the Association. The Owners and Eligible Mortgage Holders shall have no right to participate in such defense other than through the Association.

(d) Insurance. The Executive Board shall obtain insurance to satisfy the indemnification obligations of the Association and all Owners set forth in this Paragraph 13, to the extent such insurance is available.

14. Notice. The Association shall give notice of matters affecting the Condominium to Unit Owners in writing, and notice shall be deemed to have been given if delivered personally

or sent by United States mail, postage prepaid, or if notification is of a default or lien, then by registered or certified mail, return receipt requested, postage prepaid, to a Unit Owner at the address of the Unit. If a Unit is owned by more than one person, each such person who so designates an address in writing to the Secretary shall be entitled to receive all notices hereunder. The Association shall make available for inspection upon request to Unit Owners and their lenders, current copies of this Declaration, the Bylaws, the Rules and Regulations and the books and records of the Condominium.

15. Insurance Coverage. Each Owner shall maintain a policy of hazard insurance insuring its Unit and Limited Common Elements for 100% of the full replacement cost of the Unit, including all habitability of the Unit. The Association shall also maintain a policy of public liability insurance on the Common Elements with a combined single limit of not less than \$1,000,000 insuring against claims for personal injury and property damage arising out of one occurrence, naming the Unit Owners as additional insureds. Each Unit Owner shall provide the other Unit Owner(s) with a copy of said policies of insurance and evidence that said policies may not be canceled without at least ten (10) days' prior written notice.

16. Eminent Domain. If any part of the Condominium shall be taken or condemned by any authority having the power of eminent domain, the Association shall notify the Unit Owners and Eligible Mortgage Holders of the Units affected and shall represent the Unit Owners in any condemnation proceedings or in negotiations, settlements and agreements with the condemning authority with respect to the Common Elements, and the portion of the award attributable to the Common Elements taken shall be paid to the Association for the use and benefit of the Unit Owners and their Mortgagees as their interests may appear. The Association shall divide any portion of the award not used for any restoration or repair of the remaining Common Elements among the Unit Owners and their Mortgagees, as their interests may appear, in proportion to their Allocated Interests in the Common Elements prior to such taking or condemnation, but the portion of the award attributable to the acquisition of any Limited Common Element shall be equally divided among the Unit Owners of the Buildings to which such Limited Common Element was associated at the time of such taking or condemnation and their Mortgagees, as their interests may appear. Each Unit Owner appoints the Association as attorney-in-fact for the purposes described in this Section. Notwithstanding anything to the contrary in this Section 16, lien holders on any Unit, Common Element or Limited Common Element, shall have a lien on any such awards in order of priority of their respective liens, as their interests may appear. Nothing contained in this Section shall be deemed to limit or abrogate the right of a Unit Owner to participate in or defend any condemnation action or proceeding dealing with that Unit Owner's Unit.


IN WITNESS WHEREOF, St. Dom's Housing Associates Limited Partnership and Irish Heritage Center, collectively the Declarant, have caused this Declaration of Condominium to be

STATE OF MAINE
Cumberland, SS.

December 30, 2002

Personally appeared the above-named Maureen Coyne Norris, President of Irish Heritage Center as aforesaid, and acknowledged the foregoing instrument to be her free act and deed in her said capacity and the free act and deed of said corporation.

Before me,



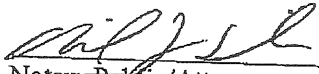
Notary Public/Attorney-at-Law
Printed Name: Michael J. Quinlan
My commission expires: _____

STATE OF MAINE
Cumberland, SS.

December 27, 2002

Personally appeared the above-named Michelle A. Doyle, Secretary of Irish Heritage Center as aforesaid, and acknowledged the foregoing instrument to be her free act and deed in her said capacity and the free act and deed of said corporation.

Before me,



Notary Public/Attorney-at-Law
Printed Name: Michael J. Quinlan
My commission expires: _____

SCHEDULE A

PROPERTY DESCRIPTION AND EASEMENTS

A certain lot or parcel of land with the buildings and improvements thereon, situated on the southerly side of Gray Street in the City of Portland, County of Cumberland and State of Maine more particularly described as follows:

Beginning on the southeasterly sideline of Gray Street at the northeasterly corner of land now or formerly of Stuart I. Ross, et al as described in a deed recorded in Cumberland County Registry of Deeds, Book 4733, Page 120;

Thence N 49° 33' 45" E along the southeasterly sideline of Gray Street 182.63 feet to the inside corner of a granite monument located where the southeasterly sideline of Gray Street intersects the southwesterly sideline of State Street;

Thence S 39° 49' 50" E along the southwesterly sideline of State Street 155.49 feet to land now or formerly of the Alliance for the Mentally Ill as described in a deed recorded in said Registry of Deeds in Book 10127, Page 81;

Thence S 50° 34' 15" W along said land now or formerly of Alliance for the Mentally Ill of Greater Portland 119.91 feet to an iron pin;

Thence N 39° 30' 45" W along said land now or formerly of Alliance for the Mentally Ill of Greater Portland 28.11 feet to an iron pin;

Thence S 50° 06' 00" W along said land now or formerly of Alliance for the Mentally Ill of Greater Portland 94.07 feet to land now or formerly Winter Danforth Corporation as described in a deed recorded in said Registry of Deeds in Book 11749, Page 86;

Thence N 39° 54' 00" W along land of said Winter Danforth Corporation 54.06 feet to land of said Ross;

Thence N 49° 33' 45" E along land of Ross 32.01 feet;

Thence N 40° 26' 15" W along land of Ross 70.32 feet to the point of beginning.

Containing 28,019 square feet, more or less.

The foregoing real property is subject to the following easements and other encumbrances:

1. Subject to the terms of easements granted and reserved in the deed from Roman Catholic Bishop of Portland to Alliance for the Mentally Ill of Greater Portland, dated June 15,

1992 and recorded in said Registry in Book 10127, Page 81.

2. Subject to rights, easements and such state of facts shown on "Land Title Survey of Amity Center Lot, 66 State Street, Portland, Maine" dated June 16, 1992, recorded in said Registry in Plan Book 192, Page 137, as revised and amended by Plan dated December 2, 1994 and recorded in Plan Book 194, Page 436, including, but not limited to, and easement to Central Maine Power Company and New England Telephone and Telegraph Company dated December 20, 1977 and recorded in said Registry of Deeds in Book 4171, Page 171.

3. Subject to the terms and conditions of a License Agreement of even or near date between the Association and Catholic Charities Maine ("CCME") to be recorded herewith dealing with the shared use of a dumpster located on the parcel of land owned by CCME immediately adjacent to the condominium.

4. Subject to the restriction, for the benefit of the Roman Catholic Bishop of Portland, that the property cannot be used (i) as a family planning clinic (i.e., a facility where members of the general public go to receive services that could include advice on abortion and contraception), (ii) as an abortion clinic (i.e., a facility where abortions are regularly and customarily performed) or (iii) for the sale, display, storage, exchange or any currency in pornographic material where the motive of such activities is commercial or to make a profit. No violation of the foregoing restriction shall be imputed to any party or person not actually committing the violation.

SCHEDULE B

ST. DOMINIC'S CONDOMINIUM

<u>Unit</u>	<u>Vote</u>	<u>Allocated Interest</u>
1	1	50%
2	1	50%

Received
Recorded Register of Deeds
Dec 30, 2002 03:21:57P
Cumberland County
John B. O'Brien

SHORT FORM QUITCLAIM DEED WITH COVENANT

KNOW ALL PERSONS BY THESE PRESENTS, that IRISH HERITAGE CENTER, a Maine nonprofit corporation with a place of business in Portland, Maine, and ST. DOM'S HOUSING ASSOCIATES LIMITED PARTNERSHIP, a Maine limited partnership with a place of business in Portland, Maine (collectively the "Grantors") FOR CONSIDERATION PAID, grant to ST. DOM'S HOUSING ASSOCIATES LIMITED PARTNERSHIP, a Maine limited partnership with a place of business in Portland, Maine whose mailing address is c/o Portland West, Inc., 181 Brackett Street, Portland, Maine 04102, WITH QUITCLAIM COVENANT, the following described condominium unit located on Gray Street in Portland, Cumberland County, Maine:

Unit 1 of St. Dominic's Condominium situated on Gray Street in Portland, Cumberland County, Maine, as more particularly described in the Declaration of Condominium for St. Dominic's Condominium, dated as of December 30, 2002 and recorded in the Cumberland County Registry of Deeds in Book 18630, Page 258, and in the Plats and Plans incorporated into said Declaration and recorded in said Registry of Deeds in Plan Book 262, Page 15/15 together with said Unit's percentage interests in common elements and vote in the St. Dominic's Condominium Association, all as more particularly set forth in said Declaration.

Being a portion of the premises conveyed to the Grantors by the City of Portland by deed of even or near date to be recorded herewith.

IN WITNESS WHEREOF, the Grantors have caused this instrument to be executed by their duly authorized representatives this 31 day of December, 2002.

WITNESS:

ST. DOM'S HOUSING ASSOCIATES
LIMITED PARTNERSHIP

BY: St. Dom's Family Housing, Inc., its
General Partner

M. Schinzer

By: [Signature]
Ethan Strimling, its President

IRISH HERITAGE CENTER

[Signature]

By: [Signature]
Name: MAUREEN COYNE MORRIS
Title: PRESIDENT

[Signature]

By: [Signature]
Name: Michelle A Doyle
Title: secretary

Received
Recorded Register of Deeds
Dec 30, 2002 03:23:46P
Cumberland County
John B. O'Brien

STATE OF MAINE
Cumberland, SS.

December 30, 2002

Personally appeared the above-named Ethan Strimling, President of St. Dom's Family Housing, Inc., General Partner of St. Dom's Housing Associates Limited Partnership as aforesaid, and acknowledged the foregoing instrument to be his free act and deed in his said capacity and the free act and deed of said corporation and partnership.

Before me,

M. A. Selinger

Notary Public/Attorney-at-Law

Printed Name: M. A. SELINGER

My commission expires: _____

STATE OF MAINE
Cumberland, SS.

December 30, 2002

Personally appeared the above-named Maureen Coyne Norris, President of Irish Heritage Center as aforesaid, and acknowledged the foregoing instrument to be her free act and deed in her said capacity and the free act and deed of said corporation.

Before me,

Michael J. Quinlan

Notary Public/Attorney-at-Law

Printed Name: Michael J. Quinlan

My commission expires: _____

STATE OF MAINE
Cumberland, SS.

December 27, 2002

Personally appeared the above-named Michelle A. Doyle, Secretary of Irish Heritage Center as aforesaid, and acknowledged the foregoing instrument to be her free act and deed in her said capacity and the free act and deed of said corporation.

Before me,

Michael J. Quinlan

Notary Public/Attorney-at-Law

Printed Name: Michael J. Quinlan

My commission expires: _____

SHORT FORM QUITCLAIM DEED WITH COVENANT

KNOW ALL PERSONS BY THESE PRESENTS, that IRISH HERITAGE CENTER, a Maine nonprofit corporation with a place of business in Portland, Maine, and ST. DOM'S HOUSING ASSOCIATES LIMITED PARTNERSHIP, a Maine limited partnership with a place of business in Portland, Maine (collectively the "Grantors") FOR CONSIDERATION PAID, grant to IRISH HERITAGE CENTER, a Maine nonprofit corporation with a place of business in Portland, Maine, whose mailing address is P.O. Box 7588, Portland, Maine 04112, WITH QUITCLAIM COVENANT, the following described condominium unit located on Gray Street in Portland, Cumberland County, Maine:

Unit 2 of St. Dominic's Condominium situated on Gray Street in Portland, Cumberland County, Maine, as more particularly described in the Declaration of Condominium for St. Dominic's Condominium, dated as of December 30, 2002 and recorded in the Cumberland County Registry of Deeds in Book 18630, Page 258, and in the Plats and Plans incorporated into said Declaration and recorded in said Registry of Deeds in Plan Book 202, Page 57/58 together with said Unit's percentage interests in common elements and vote in the St. Dominic's Condominium Association, all as more particularly set forth in said Declaration.


Being a portion of the premises conveyed to the Grantors by the City of Portland by deed of even or near date to be recorded herewith.

IN WITNESS WHEREOF, the Grantors have caused this instrument to be executed by their duly authorized representatives this 30th day of December, 2002.

WITNESS:

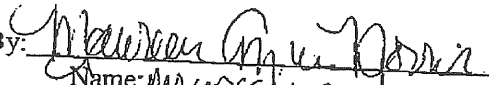
ST. DOM'S HOUSING ASSOCIATES
LIMITED PARTNERSHIP

BY: St. Dom's Family Housing, Inc., its
General Partner

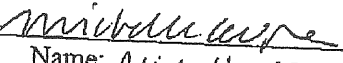
By: 
Ethan Strimling, its President



IRISH HERITAGE CENTER

By: 
Name: MAUREEN ANNE NORRIS
Title: PRESIDENT



By: 
Name: Michelle A Doyle
Title: Secretary



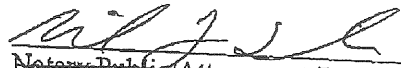
Received
Recorded Register of Deeds
Dec 30 2002 03:25:15P
Cumberland County
John B. O'Brien

STATE OF MAINE
Cumberland, SS.

December 30 2002

Personally appeared the above-named Ethan Strimling, President of St. Dom's Family Housing, Inc., General Partner of St. Dom's Housing Associates Limited Partnership as aforesaid, and acknowledged the foregoing instrument to be his free act and deed in his said capacity and the free act and deed of said corporation and partnership.

Before me,

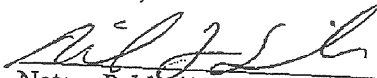

Notary Public/Attorney-at-Law
Printed Name: Michael J. Quinlan
My commission expires: _____

STATE OF MAINE
Cumberland, SS.

December 30, 2002

Personally appeared the above-named Maureen Coyne Norris, President of Irish Heritage Center as aforesaid, and acknowledged the foregoing instrument to be her free act and deed in her said capacity and the free act and deed of said corporation.

Before me,



Notary Public/Attorney-at-Law
Printed Name: Michael J. Quinlan
My commission expires: _____

STATE OF MAINE
Cumberland, SS.

December 27 2002

Personally appeared the above-named Michelle A. Doyle, Secretary of Irish Heritage Center as aforesaid, and acknowledged the foregoing instrument to be her free act and deed in her said capacity and the free act and deed of said corporation.

Before me,


Notary Public/Attorney-at-Law
Printed Name: Michael J. Quinlan
My commission expires: _____

QUITCLAIM DEED

MAINE REAL ESTATE TAX PAID

KNOW ALL PERSONS BY THESE PRESENTS, that the City of Portland, a body politic and corporate in the County of Cumberland, State of Maine, in consideration of one dollar (\$1.00) and other valuable consideration paid by St. Dom's Housing Associates Limited Partnership, a Maine limited partnership with a place of business in Portland, Maine and mailing address c/o Portland West, Inc., 181 Brackett Street, Portland, Maine, 04102 and Irish Heritage Center, a Maine non-profit corporation with a place of business in said Portland and mailing address of P.O. Box 7588, Portland, Maine, 04112 County of Cumberland, State of Maine, the receipt whereof is hereby acknowledged, does hereby remise, release, bargain, sell and convey and forever quitclaim to the said St. Dom's Housing Associates Limited Partnership and Irish Heritage Center, as Tenants in Common, their successors and assigns, a certain lot or parcel of land described in Schedule A, attached hereto and incorporated herein by reference.

IN WITNESS WHEREOF, the said City of Portland has hereunto caused this instrument to be signed by Duane G. Kline, its duly authorized Director of Finance, this 30th day of December, 2002.

CITY OF PORTLAND

Donna M. Katsaficas
Witness

By: [Signature]
Duane G. Kline
Director of Finance

STATE OF MAINE
CUMBERLAND, ss.

December 30th, 2002

Personally appeared the above-named Duane G. Kline in his capacity as the Director of Finance of the City of Portland, and acknowledged the foregoing instrument to be his free act and deed and the free act and deed of the City of Portland.

Before me,

Donna M. Katsaficas
~~Notary Public~~/Attorney at Law

Donna M. Katsaficas
Printed Name

SCHEDULE A

A certain lot or parcel of land with the buildings and improvements thereon, situated on the southerly side of Gray Street and the westerly side of State Street in the City of Portland, County of Cumberland and State of Maine more particularly described as follows:

Beginning on the southeasterly sideline of Gray Street at the northeasterly corner of land now or formerly of Stuart I. Ross, et al as described in a deed recorded in Cumberland County Registry of Deeds, Book 4733, Page 120;

Thence N 49° 33' 45" E along the southeasterly sideline of Gray Street 182.63 feet to the inside corner of a granite monument located where the southeasterly sideline of Gray Street intersects the southwesterly sideline of State Street;

Thence S 39° 49' 50" E along the southwesterly sideline of State Street 155.49 feet to land now or formerly of the Alliance for the Mentally Ill as described in a deed recorded in said Registry of Deeds in Book 10127, Page 81;

Thence S 50° 34' 15" W along said land now or formerly of Alliance for the Mentally Ill of Greater Portland 119.91 feet to an iron pin;

Thence N 39° 30' 45" W along said land now or formerly of Alliance for the Mentally Ill of Greater Portland 28.11 feet to an iron pin;

Thence S 50° 06' 00" W along said land now or formerly of Alliance for the Mentally Ill of Greater Portland 94.07 feet to land now or formerly Winter Danforth Corporation as described in a deed recorded in said Registry of Deeds in Book 11749, Page 86;

Thence N 39° 54' 00" W along land of said Winter Danforth Corporation 54.06 feet to land of said Ross;

Thence N 49° 33' 45" E along land of Ross 32.01 feet;

Thence N 40° 26' 15" W along land of Ross 70.32 feet to the point of beginning.

Containing 28,019 square feet, more or less.

The foregoing real property is subject to the following easements and other encumbrances:

1. Subject to the terms of easements granted and reserved in the deed from Roman Catholic Bishop of Portland to Alliance for the Mentally Ill of Greater Portland, dated June 15, 1992 and recorded in said Registry in Book 10127, Page 81.
2. Subject to rights, easements and such state of facts shown on "Land Title Survey

of Amity Center Lot, 66 State Street, Portland, Maine" dated June 16, 1992, recorded in said Registry in Plan Book 192, Page 137, as revised and amended by Plan dated December 2, 1994 and recorded in Plan Book 194, Page 436, including, but not limited to, an easement to Central Maine Power Company and New England Telephone and Telegraph Company dated December 20, 1977 and recorded in said Registry of Deeds in Book 4171, Page 171.

3. Subject to the restriction, for the benefit of the Roman Catholic Bishop of Portland, that the property cannot be used (i) as a family planning clinic (i.e., a facility where members of the general public go to receive services that could include advice on abortion and contraception), (ii) as an abortion clinic (i.e., a facility where abortions are regularly and customarily performed) or (iii) for the sale, display, storage, exchange or any currency in pornographic material where the motive of such activities is commercial or to make a profit. No violation of the foregoing restriction shall be imputed to any party or person not actually committing the violation.

Meaning and intending to convey the premises conveyed to the Grantor by deed of Roman Catholic Bishop of Portland dated January 23, 2001 and recorded in the Cumberland County Registry of Deeds in Book 15978, Page 250.

Received
Recorded Register of Deeds
Dec 30, 2002 03:20:15P
Cumberland County
John B. O'Brien

MAINE  IRISH
HERITAGE CENTER

September 25, 2008

VIA HAND DELIVERY

Mr. Alexander Jaegerman
Planning Division Director
Department of Planning Development
Portland Planning Board
City of Portland
City Hall
389 Congress Street
Portland, ME 04101

Ms. Barbara Barhydt,
Development Review Services Manager
Department of Planning Development
Portland Planning Board
City of Portland
City Hall
389 Congress Street
Portland, ME 04101

**RE: Maine Irish Heritage Center
Conditional Use Modification in R-6 Zone**

Dear Mr. Jaegerman and Ms. Barhydt:

Enclosed please find a Conditional Use Application filed on behalf of the Irish Heritage Center (aka "Maine Irish Heritage Center" as it was renamed effective July 8, 2004 through a filing with the Maine Secretary of State – see below). We seek a modification of the Conditional Use designation now applicable to the Maine Irish Heritage Center - the former St. Dominic's Church located on the corner of Gray and State Streets.

I am following up on Ms. Barhaydt's letter of June 21, 2008 to Vinnie O'Malley, a copy of which is attached for ease of reference. In the enclosed Conditional Use Application executed by our President, Mary McAleney, we have strived to answer each of the questions appropriately. We also enclose a \$300 Conditional Use Application fee. We seek help in determining the proper total fee for newspaper ads, public meeting notice fees, etc. We perceive from our review of the application that we will be billed for these additional fees later in the process when these additional amounts are known and determinable. I will go over this with you when I deliver the package.

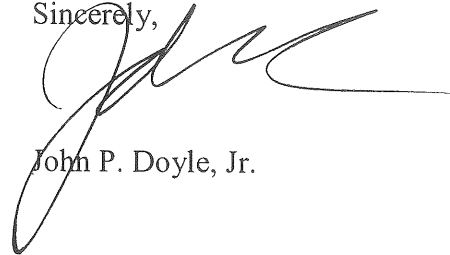
I seek also to review with you the contents of this application to determine whether we have included all pertinent information.

Attached to the application please find the following documents:

Mr. Alexander Jaegerman
Ms. Barbara Barhydt
September 25, 2008
Page 3 of 3

We look forward to your comments on the enclosed application. Should you or your staff want to reach me, my direct line is 791-3208 and my e-mail address is jdoyle@preti.com

Sincerely,



John P. Doyle, Jr.

JPD/gpp
Enclosures

cc: Mary McAleney
Vincent O'Malley
Peter Driscoll

IRISH HERITAGE CENTER
OPERATIONS ACCOUNT
34 GRAY ST.
PORTLAND, ME 04101
(207) 780-0118

52-7445-2112

1094

DATE August 15, 2008

PAY TO THE
ORDER OF

City of Portland
Three Hundred and

\$ 300 ⁰⁰/₁₀₀

DOLLARS

Security Features
Included.
Details on Back.



Banknorth

Maine

[Signature]

MP

MEMO _____

⑆ 211274450⑆ 0242280634⑆

1094

Entrepreneur

WALLET OR DUPLICATE



Conditional Use Application

Department of Planning and Development
Portland Planning Board

-
1. **Applicant Information:**
Irish Heritage Center
(aka Maine Irish Heritage Center)
Name _____
P.O. Box 7688
Address _____
Portland, ME 04112
Phone _____ Fax _____
2. **Subject Property:**
3 Gray Street
Address _____
Portland, ME 04101
44-H-4 (See Attached)
Assessor's Reference (Chart-Block-Lot)
Book/Page - 18630/276
Gray St. 34-46
State St. 74-84
St. Dominics Condo #2
3. **Property Owner:** Applicant _____ Other _____
Maine Irish Heritage Center
Name _____
P.O. Box 7588
Address _____
Portland, ME 04102
Phone _____ Fax _____
4. **Current Zoning Designation(s):**

5. **Right, Title, or Interest:** Please identify the status of the applicant's right, title, or interest in the subject property.
Owner of Unit 2 of St. Dominics Condominium

Provide documentary evidence, attached to this application, of applicant's right, title, or interest in the subject property. (For example, a deed, option or contract to purchase or lease the subject property.)
See Attachment A with backup documentation from Registry of Deeds.
6. **Vicinity Map:** Attach a map showing the subject parcel and abutting parcels, labeled as to ownership and/or current use. (Applicant may utilize the City Zoning Map or Parcel Map as a source.)
See attached maps from City
7. **Existing Use:**
Describe the existing use of the subject property: Community Hall in R-6 Zone; See also attached Letter of 6/16/08 from Ms. Barhydt, Development Review Services Manager, City of Portland.
8. **Type of Conditional Use Proposed:**
Conditional use permit to add office space for rental to other non-profit organizations. See Attachment B.

9. **Sketch Plan:** On a separate sheet please provide a sketch plan of the property, showing existing and proposed improvements, including such features as buildings, parking, driveways, walkways, landscape and property boundaries. This may be a professionally drawn plan, or a carefully drawn plan, to scale, by the applicant. (Scale to suit, range from 1"=10' to 1"=100'.)

10. **Conditional Use Authorized by: Section 14- _____**

11. **Standards - Criteria for Conditional Use Appeal**

Upon a showing that a proposed use is a conditional use under this article, a conditional use permit shall be granted unless the Board determines that:

- a. There are unique or distinctive characteristics or effects associated with the proposed conditional use;
- b. There will be an adverse impact upon the health, safety, or welfare of the public or the surrounding area;
- c. Such impact differs substantially from the impact which would normally occur from such a use in that zone.

12. **Application Fee:** A fee for must be submitted by check payable to the City of Portland in accordance with Section 14-54 of the Municipal Code (see below). The applicant also agrees to pay all costs of publication (or advertising) of the Workshop and Public Hearing notices as required for this application. Such amount will be billed to the applicant following the appearance of the advertisement.

_____ Fee for Service Deposit (\$200.00)
(Required for all applications in addition to the applicable application fee listed below)

_____ Conditional Use	\$100.00
Legal Advertisements	percent of total bill
Notices (workshop and public hearing)	.55 cents each

NOTE: Legal notices placed in the newspaper for the public hearing meeting are required by State Statute and local ordinance. The cost of any and all Newspaper advertisements, legal advertisements and Planning Board notices will be billed directly to the applicant.

13. **Signature:** The above information is true and accurate to the best of my knowledge.

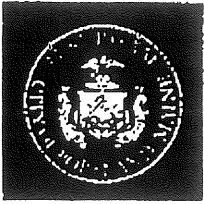
08-21-08
Date of Filing

Mary E. McAleney
Signature of Applicant

Further Information: Please contact the Planning Division for further information regarding the conditional use process. Applicants are encouraged to make an appointment to discuss their conditional use before filing the application.

Applicants are encouraged to include a letter or narrative to accompany the conditional use application which can provide additional background or contextual information, and describe the proposed conditional use and reasons for the request in a manner that best suits the situation.

Portland Planning Board, Portland, Maine- Effective: July 6, 1998



PORTLAND MAINE

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To all Development Applicants and Consultants:

On July 15, 2005, the Planning Division will implement a fee-for-service for City planners and City attorneys involved in development review and zoning amendments. This change was instituted by the City Council as part of the budget process for the upcoming year to ensure that the full cost of development review services is borne by the applicant proposing the development.

We will institute this change for all new and pending projects as of July 15, 2005, for review time expended after that date. For all developments there will be no additional charge for the first four hours of review processing time. We will collect a deposit of \$200.00 at the time of development review and zoning amendment application. Should the planner or attorney combined spend over four hours on the review of a project, the deposit will be drawn down to cover that cost. When the \$200.00 deposit has been expended, the applicant will receive a monthly invoice for reimbursement of review services rendered.

These charges will be billed at an hourly rate based on actual review costs to the City. At present the billing rate for planning services is \$30.00 per hour, and the rate for legal services is \$40.00. These rates and the deposit amount are subject to change on an annual or as-needed basis to reflect then-current cost structures.

As we strive to provide efficient and timely review services, it is necessary to provide a funding mechanism that does not unduly burden the property taxpayer. Nationally, more municipal services are being converted to a user fee basis. We commit to doing our best to provide efficiency in the process in order to keep the costs reasonable, and we will work with you to make the most efficient use of the billable time. (As we implement this fee system, we will be available to describe any invoiced charges.)

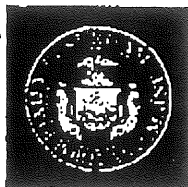
As always, we will strive continually to improve the quality of our customer services to the development community.

If you have any questions, please do not hesitate to call us at 874-8720.

Sincerely,

Sarah Hopkins
Development Review Services Manager

Alexander Jaegerman
Planning Division Director



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

A Guide to Holding Neighborhood Meetings

In order to improve communication between development applicants and neighbors, the City of Portland requires such applicants to hold a neighborhood meeting.

What type of development proposal requires a neighborhood meeting?

Neighborhood meetings, organized and hosted by the applicant, are required for the following development proposals:

- proposed zone changes, contract zones and zoning text amendments;
- subdivisions of five or more units or lots; and
- major site plan proposals.

Who must be invited to a neighborhood meeting?

Property owners within 500 feet of the proposed development (1000 feet for proposed industrial development), as well as those people on a list of interested citizens and neighborhood groups, must be invited to the planned neighborhood meeting.

Upon request, the Planning Division will provide to the applicant mailing labels for the neighborhood meeting invitation. We require at least 48 hours prior notice to generate the mailing labels. A charge of \$1.00 per sheet of labels will be payable upon receipt of the labels.

When and where must the neighborhood meeting be held?

The neighborhood meeting must be held after the first Planning Board workshop but not less than seven days prior to the Planning Board public hearing.

The meeting should be held in the evening, during the week, at a location in the neighborhood. Neighborhood schools are usually available for evening meetings.

When must invitations be sent out?

In order to provide sufficient notice to residents, invitations must be sent out no less than seven days prior to the neighborhood meeting.

What information should the invitation include?

A recommended invitation format is included in this packet of material.

Neighborhood Meeting Handouts

Included with this packet of material is a handout sheet from the Planning Division that must be handed out to meeting attendees. This handout explains the requirement for the meeting and additional information on the review process.

Sign-up Sheets and Meeting Minutes

At the meeting, the applicant must circulate a sign-up sheet for those in attendance. The applicant must also keep accurate minutes of the meeting.

After holding the neighborhood meeting, the applicant must submit the sign-up sheet and meeting minutes to the Planning Division. The meeting minutes and sign-up sheet will be attached to the Planning Board report. A public hearing will not be scheduled until the meeting minutes and sign-up sheet are submitted to the Planning Division.

Certification

Included with this packet is a Certification to be completed and signed by the applicant. The applicant is required to certify when the invitations were sent out.

Please call the Planning Division (874-8720) if you have any questions.

Attachments

1. Neighborhood Meeting Invitation Format
2. Handout to Attendees from the Planning Division
3. Neighborhood Meeting Certification

**** Applicant/Consultant: Please include all of the information listed below in the notice sent to neighbors)**

Neighborhood Meeting Invitation Format

Applicant/Consultant
Letterhead

(Date)

Dear Neighbor:

Please join us for a neighborhood meeting to discuss our plans for a (development proposal) located at (location/street address).

Meeting Location: _____

Meeting Date: _____

Meeting Time: _____

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 (telephone number of applicant or consultant).

Sincerely,

(Applicant)

Note:

Under Section 14-32(C) of the City Code of Ordinances, an applicant for a major development, subdivision of over five lots/units, or zone change is required to hold a neighborhood meeting at least seven days prior to the Planning Board public hearing on the proposal.



PORTLAND MAINE

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Dear Neighbor:

Thank you for attending this evening's neighborhood meeting.

Applicants for major developments, zone changes, and subdivisions of more than five units/lots are required to hold a neighborhood meeting prior to the Planning Board's public hearing on the development proposal.

The purpose of these meetings is to improve communication between neighbors and applicants for development. We have found that neighbors raise questions and offer insight that often improves the design or compatibility of a proposed development.

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.

Should you wish to offer additional comments on this proposed development, you may send correspondence to:

Planning Division
Department of Planning and Development
City Hall
389 Congress Street
Portland, ME 04101;

Or email:
sh@portlandmaine.gov;

Or call 874-8720.

Thank you for taking the time to attend tonight's meeting.

Sincerely,

Sarah Hopkins
Development Review Services Manager

Neighborhood Meeting Certification

I, (applicant/consultant) hereby certify that a neighborhood meeting was held on (date) at (location) at (time).

I also certify that on (date at least seven days prior to the neighborhood meeting), 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,

_____ (date)

Attached to this certification are

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

ATTACHMENT A

See documents attached hereto from Cumberland County Registry of Deeds, including "Current Owners Information" provided along with several deeds – the Quitclaim deed, BK 18630, pages 255-257; Declaration of Condominium for St. Dominic's Condominium, Book 18630, pages 258-273; form Quitclaim Deed with Covenant, Book 18630, Page 274-275,; and Shortform Quitclaim Deed with Covenant Book 18630, Page 276-277. (Iimage PDF documents No. 1368394 and 1368395)

ATTACHMENT B

Per Ms. Barhydt's letter of June 17 – the current approval issued by the City permits use for a wide variety of community meetings and functions – including dinners and holiday parties, weddings, funerals, concerts, theater, etc. and space for non-profits to meet. We seek a broadening of the conditional use permit to add office space for rental to other non-profit groups, including but not limited to Amistad, Inc. We also seek clarification that in connection with the permitted use for various community meetings and functions, function fees may be imposed on individuals and groups – and that these groups need not be non-profit – *e.g.*, renting the hall to a business for a party.

Whitehouse, Jeremy

From: John Turk [johnturk@ttl-architects.com]

Sent: Friday, May 23, 2008 2:29 PM

To: Whitehouse, Jeremy

Subject: Irish Heritage Center

Jeremy,

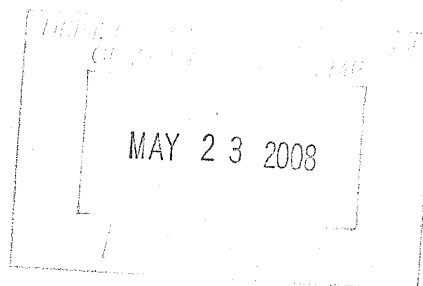
Attached is a revised Basement Plan for the Irish Heritage Center. The changes made include the elimination of the term "rental" from the rear office spaces and the elimination of the one hour rated partition between the assembly spaces and the rear offices. These changes result from a conversation you had with Ann Machado whereby you determined that the entire floor area must be for the single assembly occupancy, since no rental space is allowed on this property.

Let me know if you need any additional information or modifications.

Thanks.

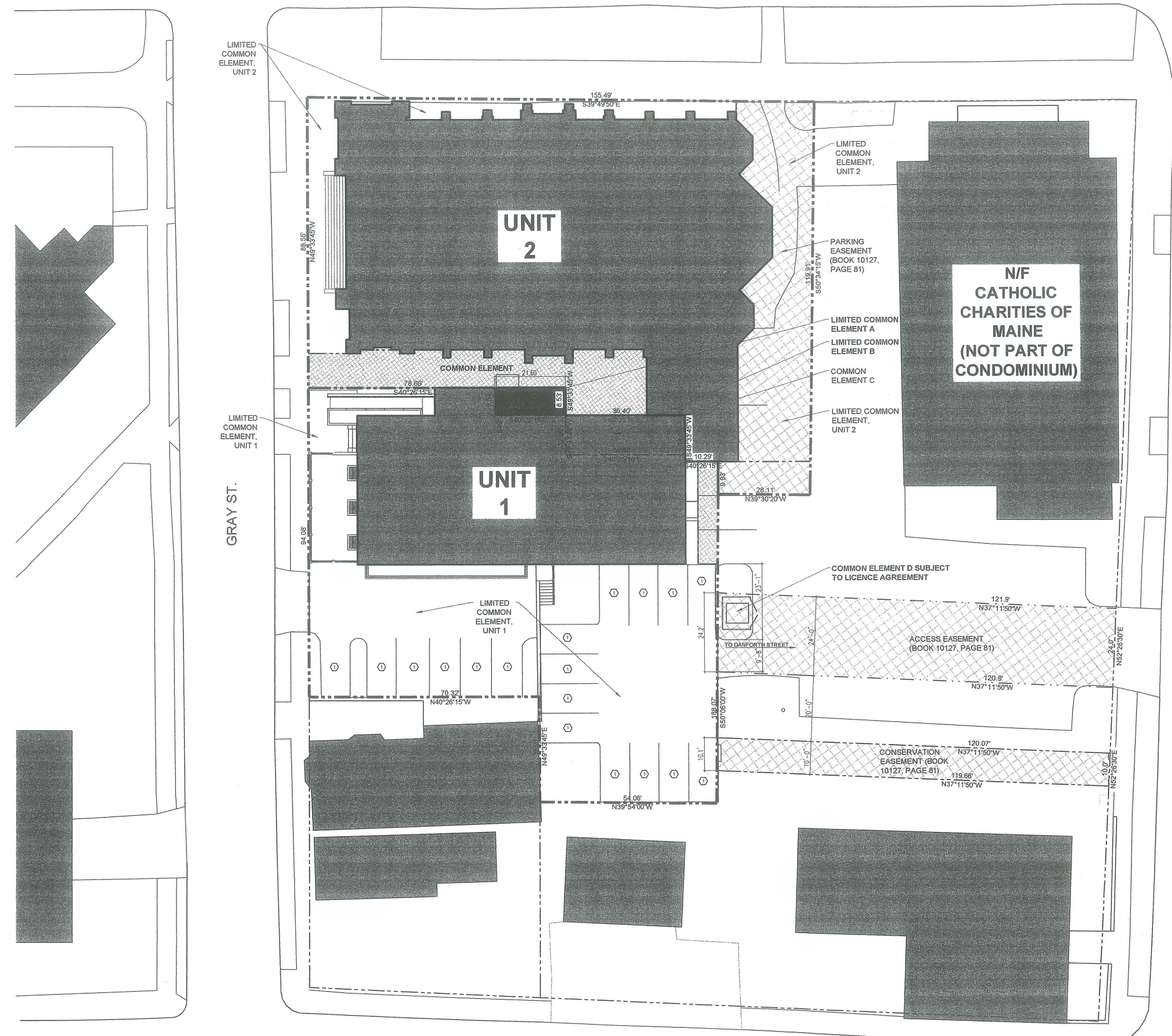
John

John Turk, AIA
ttl-architects, llc
28 Danforth Street, Suite 213
Portland, ME 04101
t: 207.761.9662
f: 207.761.9696
johnturk@ttl-architects.com



AA.
27
© 2002 TFH ARCHITECTS

STATE ST.



LEGEND

- EXISTING BUILDING
- EXISTING EASEMENT
- PROPOSED EASEMENT OR LIMITED COMMON ELEMENT
- PROPERTY LINE
- PROPOSED EASEMENT LINES
- ADJACENT PROPERTIES LINES
- HOUSING UNIT PARKING

GENERAL NOTES

- DECLARANT: ST. DOMINIC'S HOUSING ASSOCIATES LIMITED PARTNERSHIP (SDHALP) C/O PEOPLE'S REGIONAL OPPORTUNITY PROGRAM, 510 CUMBERLAND AVE., PORTLAND, ME 04102 AND IRISH HERITAGE CENTER (IHC), PO BOX 7588, PORTLAND, ME 04112-7588.
- ARCHITECT: TFH ARCHITECTS, 100 COMMERCIAL ST., PORTLAND, ME 04101.
- EASEMENTS: SUBJECT TO ALL EASEMENTS SHOWN ON THE PLANS RECORDED IN THE CUMBERLAND COUNTY REGISTRY OF DEEDS IN PLAN BOOK 192, PAGE 137 AND PLAN BOOK 194, PAGE 436.

SUBJECT TO DECLARATION OF CONDOMINIUM FOR ST. DOMINIC'S CONDOMINIUM OF EVEN OR NEAR DATE TO BE RECORDED HERewith ("THE DECLARATION")

COMMON ELEMENT AND LIMITED COMMON ELEMENTS NOTES

LIMITED COMMON ELEMENT A: STAIR TOWER TO BE BUILT BY OWNER OF UNIT 1 SHALL BE A LIMITED COMMON ELEMENT FOR UNIT 1.

LIMITED COMMON ELEMENT B: THIS SPACE IS A LIMITED COMMON ELEMENT FOR UNIT 2 AND SHALL BE USED FOR STORAGE.

COMMON ELEMENT C: PARTY WALL EASEMENT FOR BOTH UNIT 1 AND UNIT 2; SEE DECLARATION.

COMMON ELEMENT D: AS NOTED ON PLAT PLAN

CONDOMINIUM PLAT ST. DOMINIC'S CONDOMINIUM
 Declarant: St. Dominic's Housing Associates Limited Partnership
 And Irish Heritage Center
 PORTLAND, MAINE

TFH ARCHITECTS
 100 COMMERCIAL STREET
 PORTLAND MAINE 04101
 TELEPHONE 207 775 6141
 ARCHITECTURE PLANNING

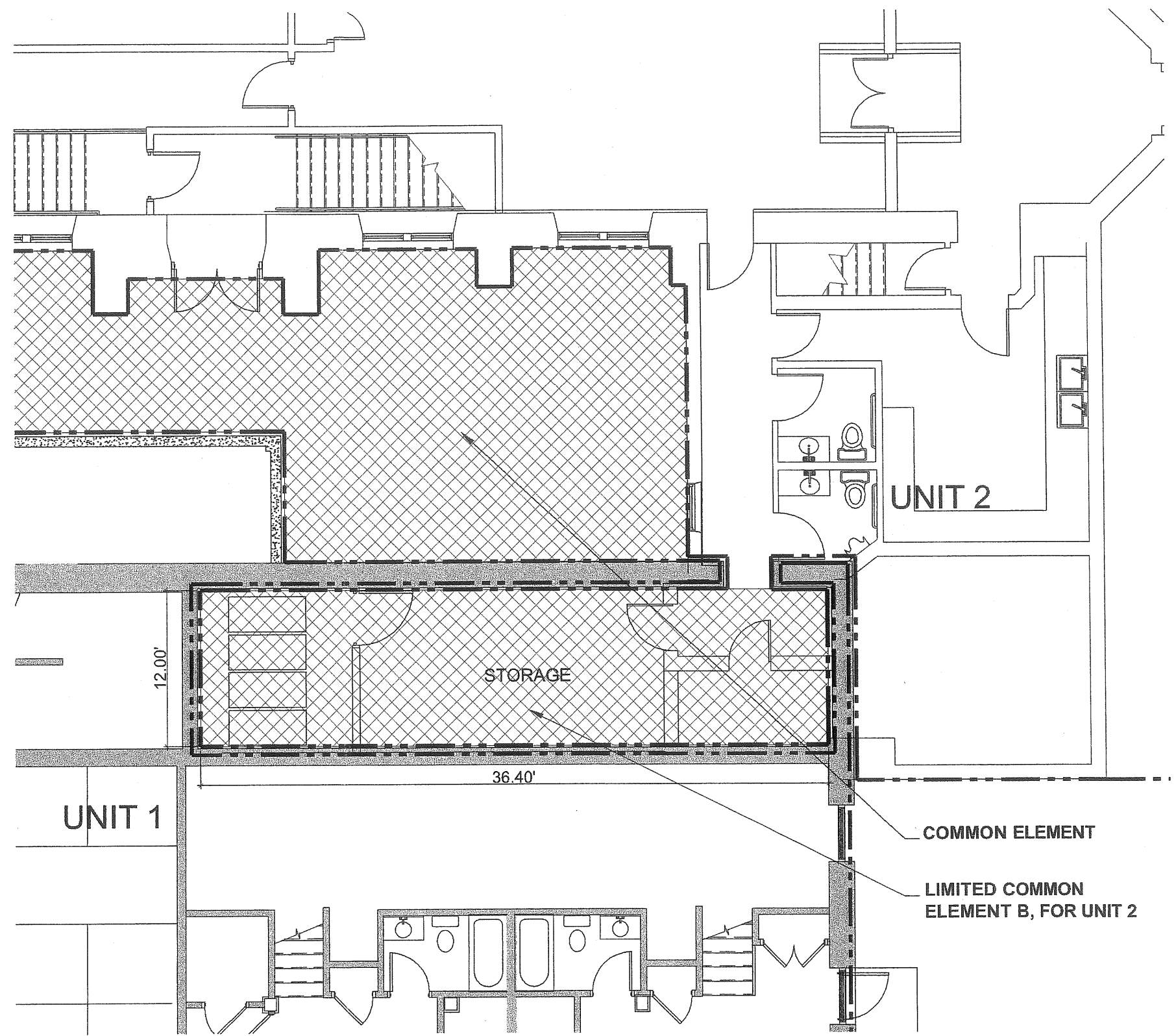
CONSULTANTS:

REVISIONS:
 REV 1: 10/4/02

DATE: September 24, 2002
 PROJECT No. 0104
 DRAWN BY: CMM, CMB, CSC
 CHECKED BY: CMB
 SCALE: 1/8" = 1'-0"

SHEET TITLE:
 Site Plan

CON 1



© 2002 TFH ARCHITECTS

CONDOMINIUM PLAT ST. DOMINIC'S CONDOMINIUM
 ST. DOMINIC'S HOUSING ASSOCIATES LIMITED PARTNERSHIP
 AND IRISH HERITAGE CENTER
 PORTLAND, MAINE

TFH ARCHITECTS
 100 COMMERCIAL STREET
 PORTLAND MAINE 04101
 TELEPHONE 207 775 6141
 ARCHITECTURE PLANNING

CONSULTANTS:

DATE: September 24, 2002

PROJECT No. 0104

DRAWN BY: CMB, CSC

CHECKED BY: CSC

SCALE: 1/8" = 1'-0"

SHEET TITLE:
 Partial Detail for
 Condominium Plan

**CON
 2**

CONDOMINIUM PLAT ST. DOMINIC'S CONDOMINIUM
ST. DOMINIC'S HOUSING ASSOCIATES LIMITED PARTNERSHIP
AND IRISH HERITAGE CENTER
PORTLAND, MAINE



TFH ARCHITECTS
100 COMMERCIAL STREET
PORTLAND MAINE 04101
TELEPHONE 207 775 6141
ARCHITECTURE PLANNING

CONSULTANTS:

DATE: September 24, 2002

PROJECT No. 0104

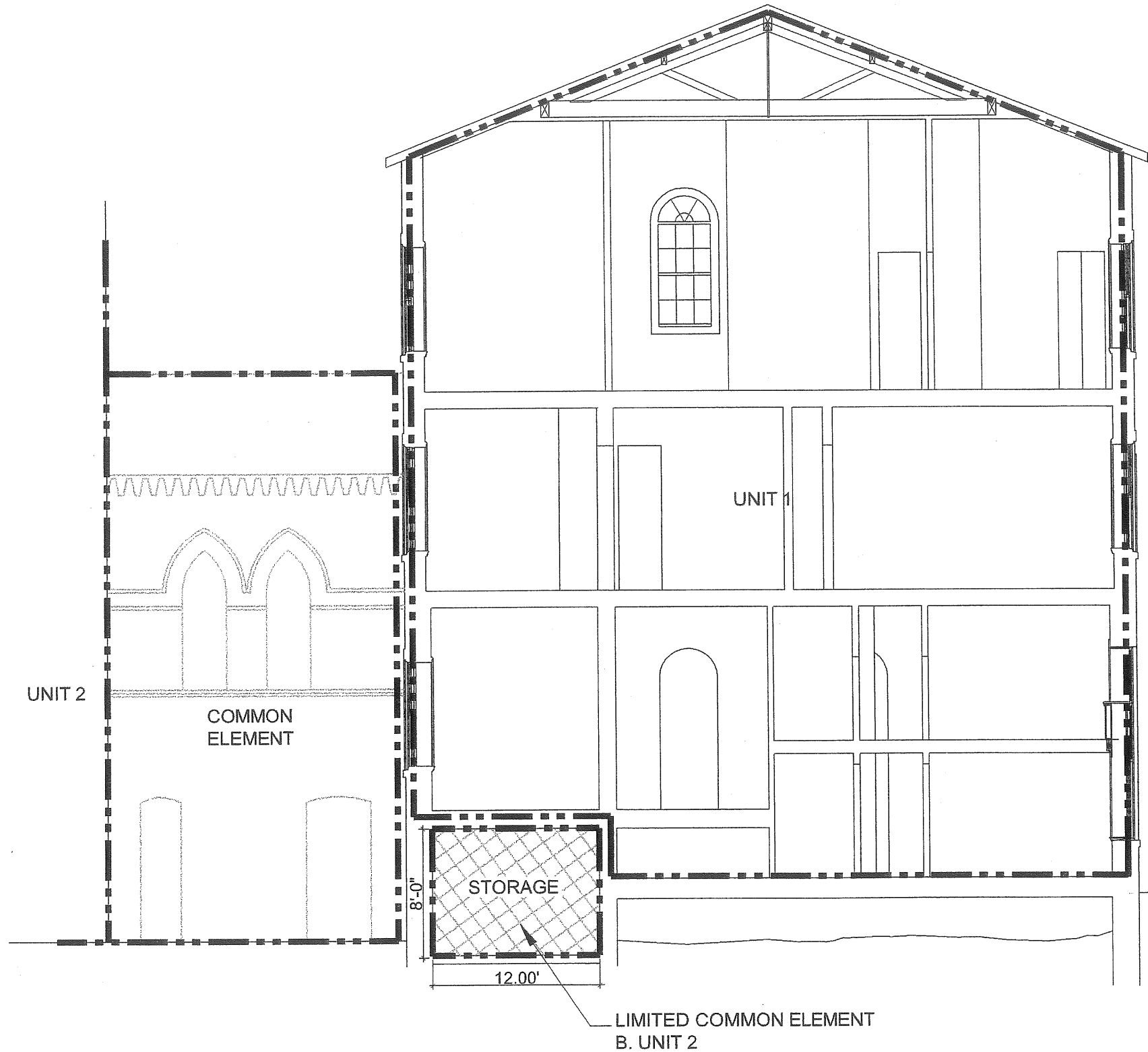
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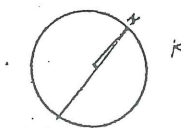
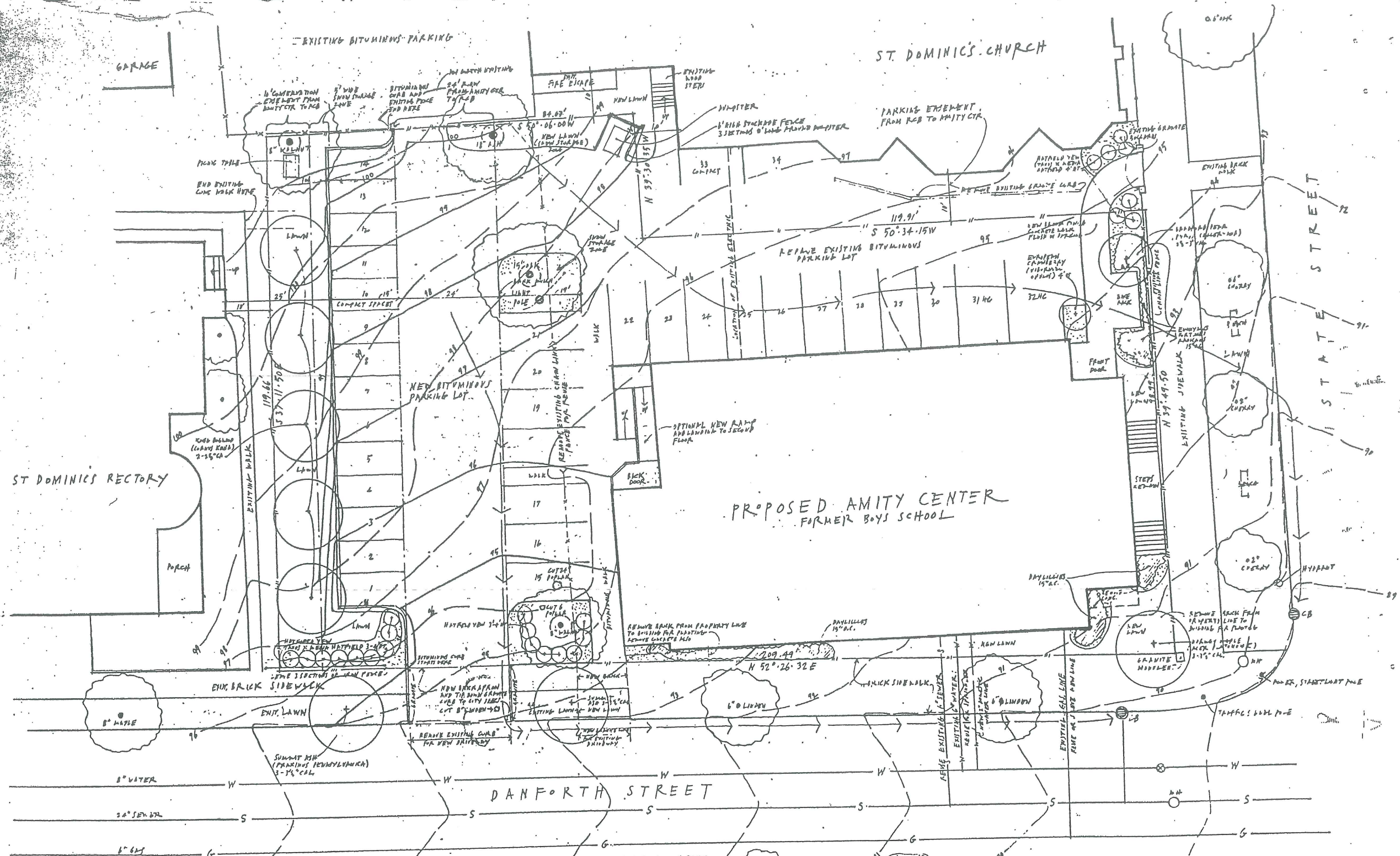
CHECKED BY: CMB

SCALE: 1/8" = 1'-0"

SHEET TITLE:
SECTION

CON
3





KEY: EXISTING PROPERTY LINE ———
 NEW PROPERTY LINE ———
 NEW RIGHT OF WAY LINE ———
 EXISTING CONTOUR ———
 NEW CONTOUR ———
 DIRECTION OF SITE DRAINAGE ———

PROTECT ALL EXISTING TREES WITH 5' BUFFER ZONE FROM EXISTING TREE REMAINING EXISTING TREES TO BE CUT NEW TREE OR SHAUB

BACK WALK (S) BITUMINOUS CAPE AND CURB (CAST CONCRETE WHEEL STOP) NEW GROUND COVER

LOT SIZE: 22,151 SF
 REQUIRED OPEN SPACE: 25% OF 22,151 SF = 4,538 SF
 ACTUAL OPEN SPACE CALCULATED: 4,560 SF

Conversion of the former St. Dominics Boys School for
Amity Center
 66 State St., Portland, Maine 04101

Van Dam and Renner Architects:
 66 West Street, Portland, Maine 04102
 207-775-0443 Fax: 207-775-2892



Civil Engineering:
 SJR Engineering
 21 Mayflower Road, Augusta, Maine 04430
 207-622-1676

Site Plan

Scale: 1" = 10' Date: 11/26/91 Revised:

**CITY OF PORTLAND
SITE PLAN AND SUBDIVISION NOTES**

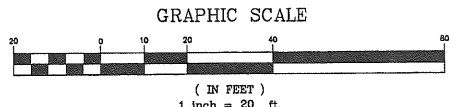
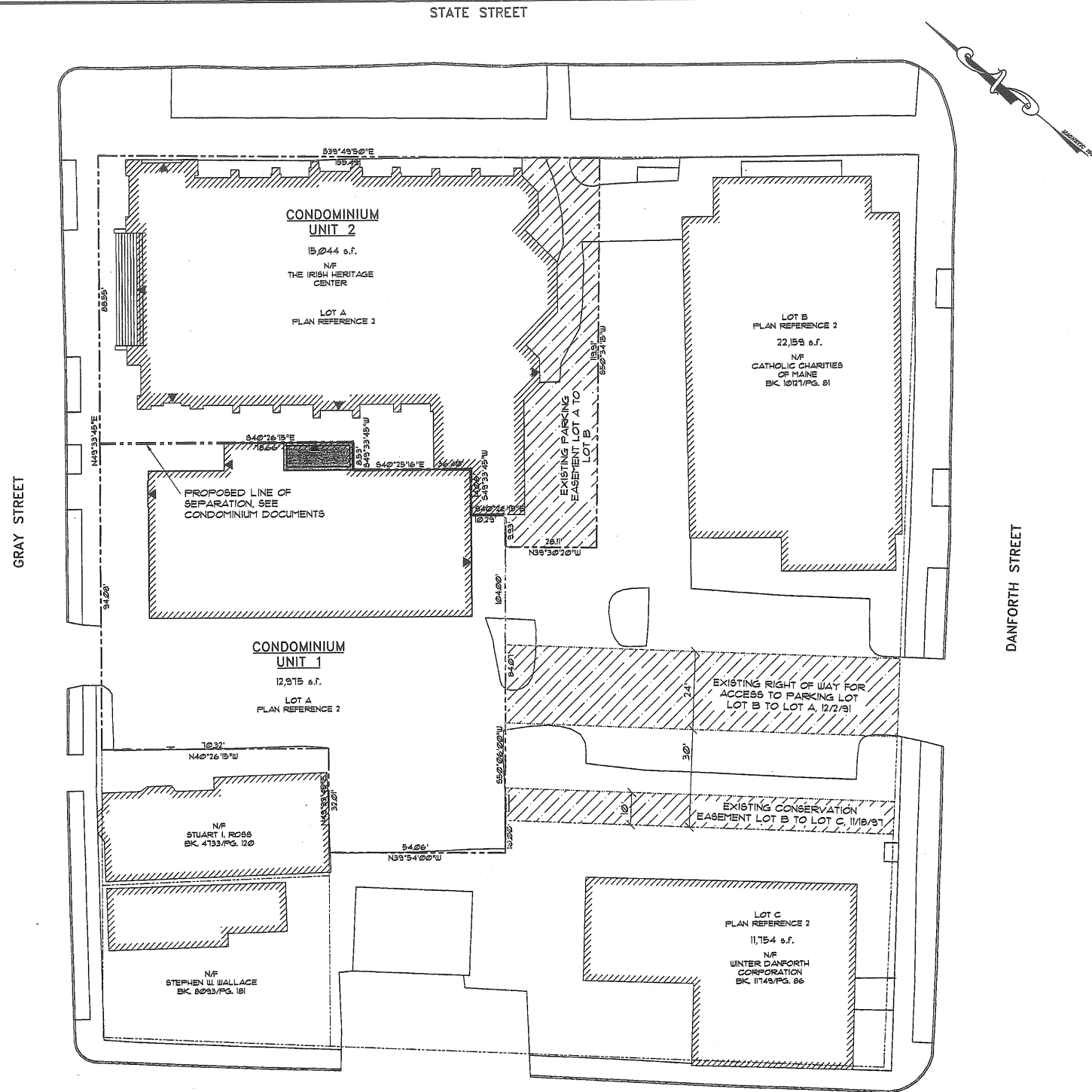
- LANDSCAPING SHALL MEET THE "ARBORICULTURAL SPECIFICATIONS AND STANDARDS OF PRACTICE AND LANDSCAPE GUIDELINES" OF THE "CITY OF PORTLAND TECHNICAL AND DESIGN STANDARDS AND GUIDELINES".
- THE ENTIRE SITE SHALL BE DEVELOPED AND/OR MAINTAINED AS DEPICTED ON THE SITE PLAN. APPROVAL OF THE PLANNING AUTHORITY OR PLANNING BOARD SHALL BE REQUIRED FOR ANY ALTERATION TO OR DEVIATION FROM THE APPROVED SITE PLAN, INCLUDING, WITHOUT LIMITATION: TOPOGRAPHY, DRAINAGE, LANDSCAPING, RETENTION OF WOODED OR LAWN AREAS, ACCESS, SIZE, LOCATION, AND SURFACING OF PARKING AREAS AND LOCATION AND SIZE OF BUILDINGS.
- SEE PLAN FOR INSTALLATION OF POWERLINE UTILITIES, OVERHEAD OR UNDERGROUND.
- SIDEWALKS AND CURBING SHALL BE DESIGNED AND BUILT WITH TIPDOWN RAMPS AT ALL STREET CORNERS, CROSSWALKS AND DRIVEWAYS IN CONFORMANCE WITH THE CITY OF PORTLAND TECHNICAL AND DESIGN STANDARDS AND GUIDELINES.
- ALL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE DESIGNED IN ACCORDANCE WITH "MAINE EROSION AND SEDIMENT CONTROL HANDBOOK FOR CONSTRUCTION: BEST MANAGEMENT PRACTICES" PUBLISHED BY THE CUMBERLAND COUNTY SOIL AND WATER CONSERVATION DISTRICT AND MAINE DEPARTMENT OF ENVIRONMENTAL PROTECTION, MARCH 1991 OR LATEST EDITION. (NOTE: THE SITE PLAN SHOULD SPECIFY THE EROSION CONTROL DEVICE TO BE EMPLOYED; SILT FENCE, HAY BALE, ETC. AS WELL AS THEIR LOCATION.)
- ALL EROSION CONTROL MEASURES SHALL BE INSTALLED PRIOR TO ANY SITE EXCAVATION OR REGRADING.
- ALL DISTURBED AREAS ON THE SITE NOT COVERED BY BUILDINGS OR PAVED AREAS SHALL BE STABILIZED WITH LOAM AND SEED OR OTHER METHODS AS REQUIRED BY BEST MANAGEMENT PRACTICES (SEE ABOVE).
- PRIOR TO CONSTRUCTION, A PRECONSTRUCTION MEETING SHALL BE HELD AT THE PROJECT SITE WITH THE CONTRACTOR, DEVELOPMENT REVIEW COORDINATOR, PUBLIC WORKS REPRESENTATIVE AND OWNER TO REVIEW THE CONSTRUCTION SCHEDULE AND CRITICAL ASPECTS OF THE SITE WORK. AT THAT TIME, THE SITE BUILDING CONTRACTOR SHALL PROVIDE THREE (3) COPIES OF A DETAILED CONSTRUCTION SCHEDULE TO THE ATTENDING CITY REPRESENTATIVE. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO ARRANGE A MUTUALLY AGREEABLE TIME FOR THE PRECONSTRUCTION MEETING.
- ALL UTILITY SERVICE CONNECTIONS PROPOSED WITHIN CITY STREETS ARE TO BE INSPECTED BY THE INDIVIDUAL UTILITY COMPANIES AND THE CITY OF PORTLAND WHERE APPLICABLE.
- "SUBDIVISION SHALL MEAN THE DIVISION OF A LOT, TRACT OR PARCEL OF LAND INTO THREE (3) OR MORE LOTS, INCLUDING LOTS 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 AND THE DIVISION OF AN EXISTING STRUCTURE OR STRUCTURES PREVIOUSLY USED FOR COMMERCIAL OR INDUSTRIAL USE 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 PURPOSE OF THIS PARAGRAPH. A DWELLING UNIT SHALL INCLUDE ANY PART OF A STRUCTURE WHICH, THROUGH SALE OR LEASE, IS INTENDED FOR HUMAN HABITATION, INCLUDING SINGLE-FAMILY AND MULTIFAMILY HOUSING CONDOMINIUMS, TIME-SHARE UNITS AND APARTMENTS."

PLAN REFERENCES

- PLAN MADE BY H.I. & E.C. JORDAN, FILE NO. 172 DATED 1904 AND 1911
- SEE DEED REFERENCE #8
"A" ST. DOMINIC'S CHURCH LOT
"B" AMITY CENTER LOT
"C" RECTORY
- PLAN MADE BY OWEN HASKELL, INC. DATED AUGUST 22, 1991, REVISED 5/3/02 "LAND TITLE SURVEY OF AMITY CENTER LOT, 66 STATE STREET, PORTLAND, MAINE, MADE FOR THE ALLIANCE FOR THE MENTALLY ILL OF GREATER PORTLAND, 12 CEDAR ST., PORTLAND, MAINE. STANDARD BOUNDARY SURVEY OF THE ST. DOMINIC'S CHURCH LOT, RECORD OWNER, THE ROMAN CATHOLIC BISHOP OF PORTLAND, A CORPORATION SOLE, 510 OCEAN AVENUE, PORTLAND, MAINE."

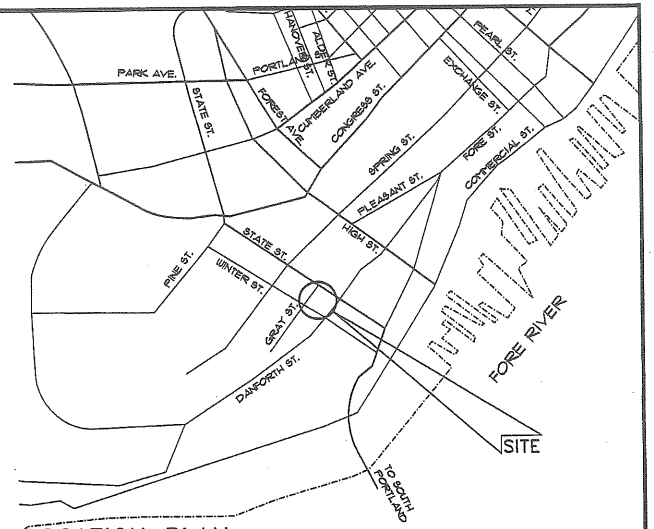
DEED REFERENCES

- 291/46 JOHN B. FITZPATRICK TO DAVID W. BACON, OCT. 21 1865.
- 334/72 ROBERT EVANS TO RT. REV. DAVID W. BACON, MAY 6, 1865.
- 428/504 GEORGE W. NICHOLS TO JAMES AUGUSTINE HEALY, APRIL 12, 1867.
- 557/78 JAMES AUGUSTINE HEALY TO THE ROMAN CATHOLIC BISHOP OF PORTLAND, A CORPORATION CREATED BY THE ACT OF THE LEGISLATURE OF THE STATE OF MAINE APPROVED THE 25TH DAY OF FEBRUARY, 1881 CONVEYING EVERYTHING BEFORE FEBRUARY 1881 TO THE ROMAN CATHOLIC BISHOP OF MAINE.
- 615/175 EBBEN HARMON TO THE RCB/P, JULY 11 1894.
- 1123/353 PHINEHAS VARNUM STEPHENS TO THE RCB/P, DEC. 9, 1922.
- 1643/416 ELIAS THOMAS ESTATE TO THE RCB/P, JULY 17, 1941
- PLAN BOOK 192/371 RCB/P TO THE ALLIANCE FOR THE MENTALLY ILL OF GREATER PORTLAND, JUNE 22, 1992. THE PLAN HAS BEEN REVISED. THE REVISION OF 1/18/97 OF THE PLAN IS TO BE A RECORD PART OF THE SALE OF THE RECTORY LOT.



ZONING REQUIREMENTS

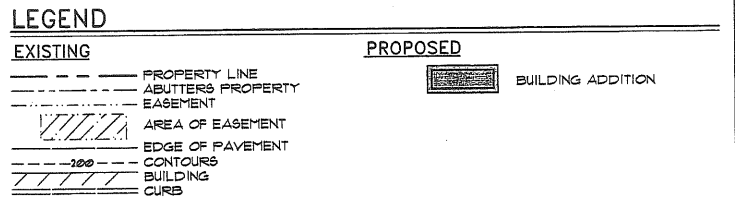
- ZONE R6: RESIDENTIAL ZONE
PERMITTED USES: RESIDENTIAL USES PERMITTED IN THE R6 ZONE THAT COMPLY WITH THE FOLLOWING DIMENSIONAL REQUIREMENTS:
- | | |
|---------------------------------|------------------------|
| 1. MINIMUM LOT SIZE: | 45,000 S.F. |
| 2. MINIMUM STREET FRONTAGE: | 40 FEET |
| 3. MINIMUM YARD DIMENSIONS: | |
| FRONT YARD: | 10 FEET |
| REAR YARD: | 20 FEET |
| SIDE YARD: 4 STORY BUILDING: | 12 FEET |
| 4. MAXIMUM LOT COVERAGE: | 50% |
| 5. MINIMUM LOT WIDTH: | 50 FEET |
| 6. MAXIMUM STRUCTURE HEIGHT: | 45 FEET |
| 7. OPEN SPACE RATIO: | 20% |
| 8. MAXIMUM RESIDENTIAL DENSITY: | 60 DWELLING UNITS/ACRE |
| 9. MAXIMUM BUILDING HEIGHT: | 65 FEET |
- PARKING: 1 1/2 PARKING SPACES PER DWELLING UNIT - FOR RENOVATION OF EXISTING BUILDING



LOCATION PLAN
SCALE: 1"=1500'

GENERAL NOTES

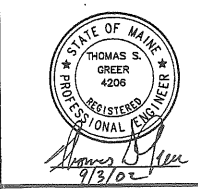
- OWNER/ DEVELOPER: SAINT DOMINIC'S HOUSING LIMITED PARTNERSHIP, 510 CUMBERLAND AVENUE, PORTLAND, MAINE 04101.
- ARCHITECT: TFH ARCHITECTS, PORTLAND, MAINE.
- ENGINEER: PINKHAM & GREER CONSULTING ENGINEERS, FALMOUTH, MAINE.
- TOPOGRAPHY TAKEN FROM CITY OF PORTLAND AERIAL PHOTOGRAPHY. ELEVATIONS ARE BASED CITY DATUM.
- BOUNDARY INFORMATION BY OWEN HASKELL, PORTLAND, MAINE, SEE DEED REFERENCE #8.
- SEE "CONDOMINIUM PLAN" BY TFH ARCHITECTS, PORTLAND MAINE FOR EASEMENT DESCRIPTION.
- LANDSCAPE DESIGN BY TFH ARCHITECTS, PORTLAND, MAINE.
- ZONE: R-6, RESIDENTIAL.
- TAX MAP REFERENCE: MAP 44, BLOCK H, LOTS 4.
- TOTAL LOT SIZE: 28,919 s.f.
UNIT 1 AREA: 12,975 s.f.
UNIT 1 BUILDING FOOTPRINT: 4,870 s.f.
UNIT 1 BUILDING FOOTPRINT AS % OF UNIT 1 AREA: 38 %
PARKING: 18 SPACES
- NO OPEN SPACE OR PUBLIC USE AREAS ARE INCLUDED IN THIS SUBDIVISION.
- LOT TO BE SERVICED BY EXISTING PUBLIC GAS, SEWER AND WATER.
- TRASH WILL BE STORED IN THE ENCLOSURE OUTDOORS FOR COLLECTION BY PROP PERSONNEL.
- SOILS AS SHOWN IN "SOIL SURVEY CUMBERLAND COUNTY, MAINE" PUBLISHED BY SOILS CONSERVATION SERVICE ARE CLASSIFIED AS HINCKLEY.
- THIS PROJECT IS THE CONVERSION OF A LOT INTO 2-CONDOMINIUM UNITS AND THE SUBDIVISION OF UNIT 1, 12,975 s.f. OF LAND, INTO 12 RESIDENTIAL UNITS.
- OWNER IS TO REMOVE SNOW AS NEEDED.
- CALL DIG-SAFE (1-800-225-4971) PRIOR TO BEGINNING WORK.



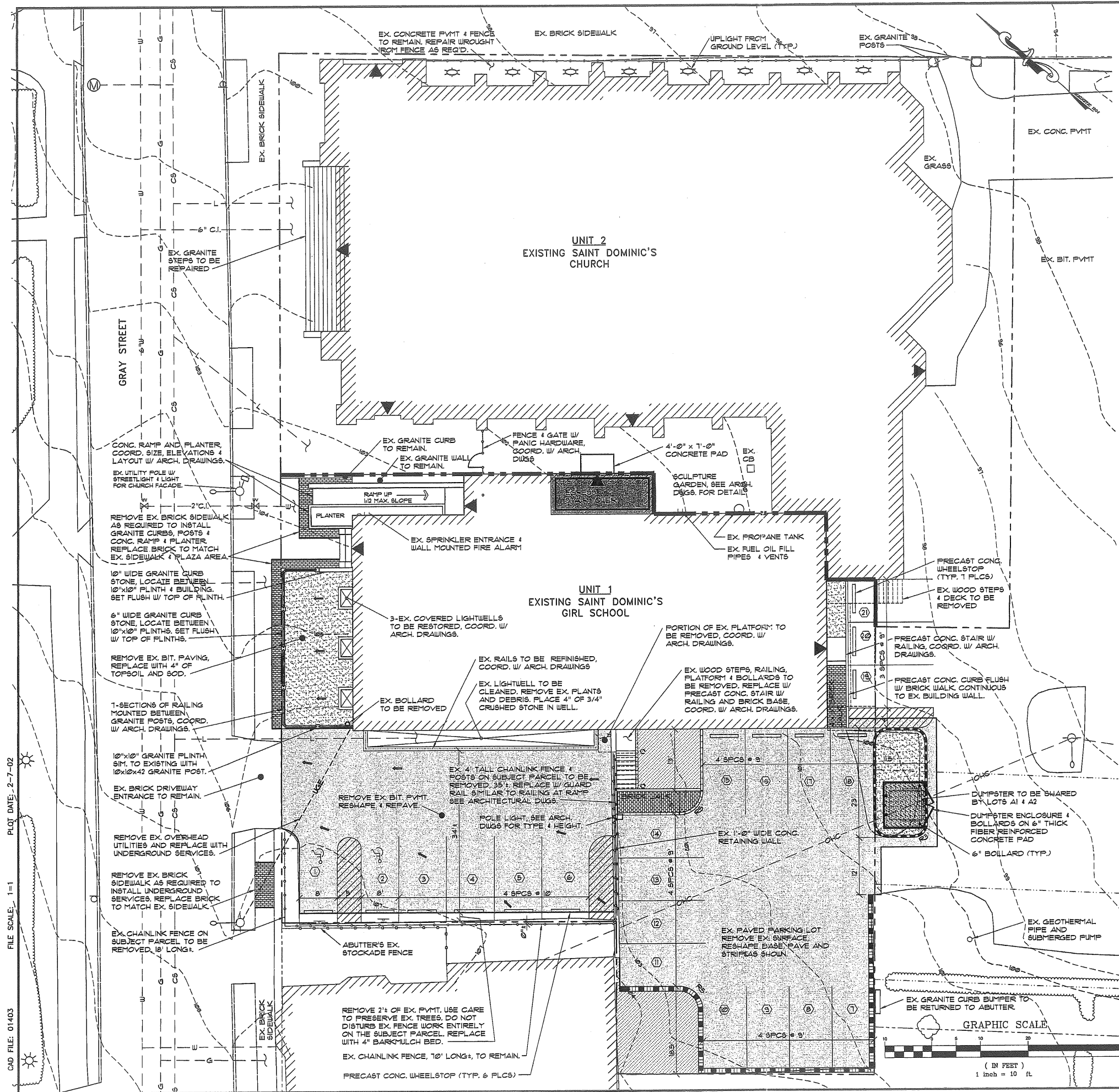
SUBDIVISION PLAN, APPROVED BY THE CITY OF PORTLAND PLANNING BOARD

DATE _____

REV.	DATE	DESCRIPTION
1	9/3/02	REVISED PARKING & DUMPSTER LOCATION
OWNER: SAINT DOMINIC'S HOUSING LIMITED PARTNERSHIP 510 CUMBERLAND AVE. PORTLAND ME SAINT DOMINIC'S CONDOMINIUM GRAY STREET, PORTLAND, MAINE		
PINKHAM & GREER CONSULTING ENGINEERS, INC. FALMOUTH, MAINE		
SUBDIVISION PLAN		
SCALE:	AS SHOWN	DRN BY: JDC
DATE:	JULY 2, 2002	DESG BY: TSG
PROJECT:	02154	CHK BY: TSG



PLOT DATE: 2-7-02
FILE SCALE: 1"=1
CAD FILE: 01403



LEGEND

EXISTING

- PROPERTY LINE
- ADJUTERS PROPERTY EASEMENT
- AREA OF EASEMENT
- EDGE OF PAVEMENT
- CONTOURS
- BUILDING
- CURB
- EDGE OF GRAVEL
- GAS LINE
- OHE OVERHEAD ELECTRIC
- OHC OVERHEAD CABLE
- CS COMBINED SEWER AND STORMDRAIN
- L LATERAL TO COMBINED SEWER
- W WATER LINE
- M MANHOLE
- B BOLLARD
- U UTILITY POLE WITH STREETLIGHT
- L LIGHT POLE
- C CATCH BASIN
- S SIGN
- T TREE
- CF CHAINLINK FENCE RAILING & POSTS
- IF IRON PIPE FOUND
- BO BOUND FUND
- HY HYDRANT
- GV GATE VALVE
- GV GAS VALVE

PROPOSED

- BUILDING ADDITION
- EDGE OF PAVEMENT
- VERTICAL GRANITE CURB
- SLOPED GRANITE CURB
- BIT, CAPE COD CURB
- CONTOURS
- UNDERGROUND ELECTRIC GUARDRAIL
- 4" BOLLARD
- SPOT GRADE
- LIGHT POLE
- UP-LIGHT
- SIGN
- HANDICAP PARKING
- PARKING SPACE DESIGNATION
- PAINTED "NO PARKING" AREA
- SURFACE DRAINAGE
- SOD
- BRICK SURFACE
- PAVEMENT
- BARKMULCH
- CONCRETE PAD

**CITY OF PORTLAND
SITE PLAN AND SUBDIVISION NOTES**

- LANDSCAPING SHALL MEET THE "ARBORICULTURAL SPECIFICATIONS AND STANDARDS OF PRACTICE AND LANDSCAPE GUIDELINES" OF THE "CITY OF PORTLAND TECHNICAL AND DESIGN STANDARDS AND GUIDELINES".
- THE ENTIRE SITE SHALL BE DEVELOPED AND/OR MAINTAINED AS DEPICTED ON THE SITE PLAN. APPROVAL OF THE PLANNING AUTHORITY OR PLANNING BOARD SHALL BE REQUIRED FOR ANY ALTERATION OR DEVIATION FROM THE APPROVED SITE PLAN, INCLUDING, WITHOUT LIMITATION, TOPOGRAPHY, DRAINAGE, LANDSCAPING, RETENTION OF WOODS, OR ACCESS, SIZE, LOCATION, AND SURFACING OF PARKING AREAS AND LOCATION AND SIZE OF BUILDINGS.
- SEE PLAN FOR INSTALLATION OF POWERLINE UTILITIES, OVERHEAD OR UNDERGROUND.
- SIDEWALKS AND CURBING SHALL BE DESIGNED AND BUILT WITH TIFDOWN RAMPS AT ALL STREET CORNERS, CROSSWALKS AND DRIVEWAYS IN CONFORMANCE WITH THE CITY OF PORTLAND TECHNICAL AND DESIGN STANDARDS AND GUIDELINES.
- ALL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE DESIGNED IN ACCORDANCE WITH "MAINE EROSION AND SEDIMENT CONTROL HANDBOOK FOR CONSTRUCTION: BEST MANAGEMENT PRACTICES" PUBLISHED BY THE CUMBERLAND COUNTY SOIL AND WATER CONSERVATION DISTRICT AND MAINE DEPARTMENT OF ENVIRONMENTAL PROTECTION, MARCH 1991 OR LATEST EDITION. (NOTE: THE SITE PLAN SHOULD SPECIFY THE EROSION CONTROL DEVICE TO BE EMPLOYED: SILT FENCE, HAY BALE, ETC. AS WELL AS THEIR LOCATION.)
- ALL EROSION CONTROL MEASURES SHALL BE INSTALLED PRIOR TO ANY SITE EXCAVATION OR REGRADING.
- ALL DISTURBED AREAS ON THE SITE NOT COVERED BY BUILDINGS OR PAVED AREAS SHALL BE STABILIZED WITH LOAM AND SEED OR OTHER METHODS AS REQUIRED BY BEST MANAGEMENT PRACTICES (SEE ABOVE).
- PRIOR TO CONSTRUCTION, A PRECONSTRUCTION MEETING SHALL BE HELD AT THE PROJECT SITE WITH THE CONTRACTOR, DEVELOPMENT REVIEW COORDINATOR, PUBLIC WORKS REPRESENTATIVE AND OWNER TO REVIEW THE CONSTRUCTION SCHEDULE AND CRITICAL ASPECTS OF THE SITE WORK. AT THAT TIME, THE SITE/BUILDING CONTRACTOR SHALL PROVIDE THREE (3) COPIES OF A DETAILED CONSTRUCTION SCHEDULE TO THE ATTENDING CITY REPRESENTATIVE. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO ARRANGE A MUTUALLY AGREEABLE TIME FOR THE PRECONSTRUCTION MEETING.
- ALL UTILITY SERVICE CONNECTIONS PROPOSED WITHIN CITY STREETS ARE TO BE INSPECTED BY THE INDIVIDUAL UTILITY COMPANIES AND THE CITY OF PORTLAND WHERE APPLICABLE.
- "SUBDIVISION SHALL MEAN THE DIVISION OF A LOT, TRACT OR PARCEL OF LAND INTO THREE (3) OR MORE LOTS, INCLUDING LOTS 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 AND THE DIVISION OF AN EXISTING STRUCTURE OR STRUCTURES PREVIOUSLY USED FOR COMMERCIAL OR INDUSTRIAL USE 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 PURPOSE OF THIS PARAGRAPH. A DWELLING UNIT SHALL INCLUDE ANY PART OF A STRUCTURE WHICH, THROUGH SALE OR LEASE, IS INTENDED FOR HUMAN HABITATION, INCLUDING SINGLE-FAMILY AND MULTIFAMILY HOUSING CONDOMINIUMS, TIME-SHARE UNITS AND APARTMENTS."

REV.	DATE	DESCRIPTION
1	9/3/02	REVISED PARKING & DUMPSTER LOCATION

**OWNER: SAINT DOMINIC'S HOUSING LIMITED PARTNERSHIP
510 CUMBERLAND AVE. PORTLAND ME**

**SAINT DOMINIC'S CONDOMINIUM
GRAY STREET, PORTLAND, MAINE**

PINKHAM & GREER
CONSULTING ENGINEERS, INC.
FALMOUTH, MAINE

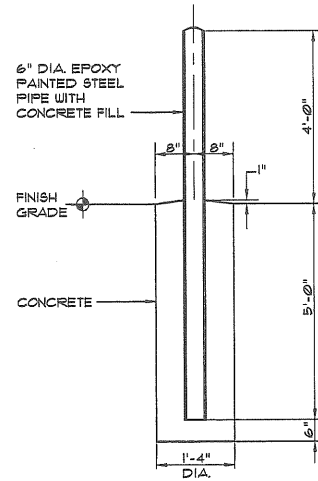
SITE PLAN

SCALE: AS SHOWN DRN BY: JDC
DATE: JULY 2, 2002 DESG BY: TSG
PROJECT: 02154 CHK BY: TSG

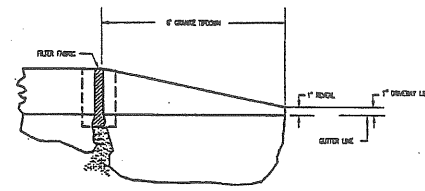
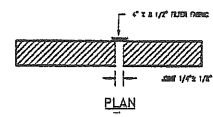
THOMAS S. GREER
REGISTERED PROFESSIONAL ENGINEER
9/3/02

C2

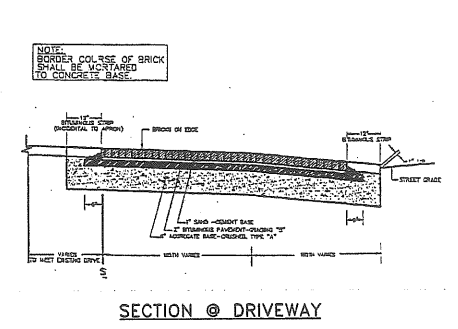
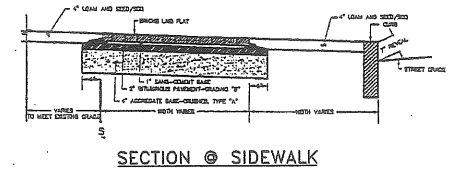
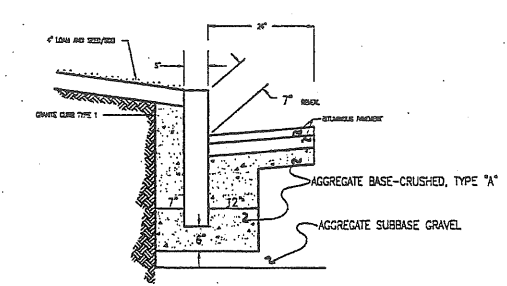
PLOT DATE: 2-7-02
FILE SCALE: 1=1
CAD FILE: 01403



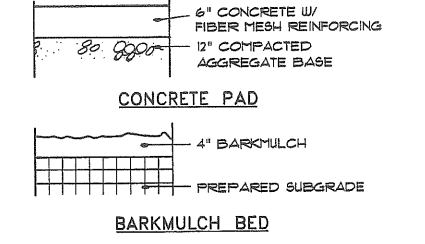
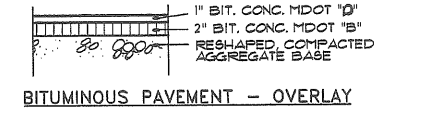
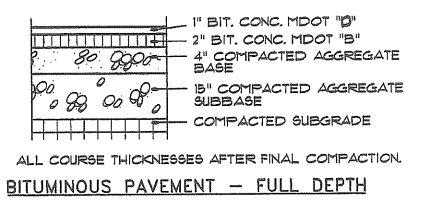
4 STEEL BOLLARD DETAIL
NOT TO SCALE



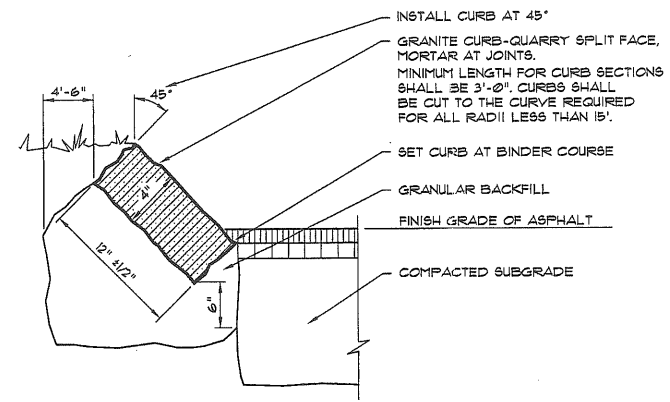
8 CURB INSTALLATION
NOT TO SCALE



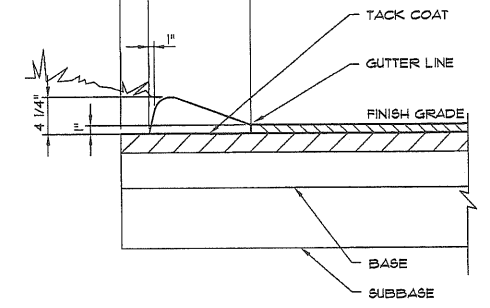
3 BRICK WITH BITUMINOUS BASE
SIDEWALK AND DRIVEWAY CONSTRUCTION
NOT TO SCALE



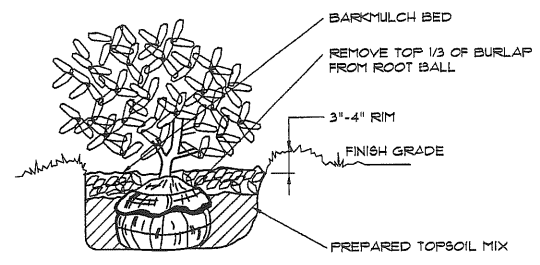
2 SURFACING DETAILS
NOT TO SCALE



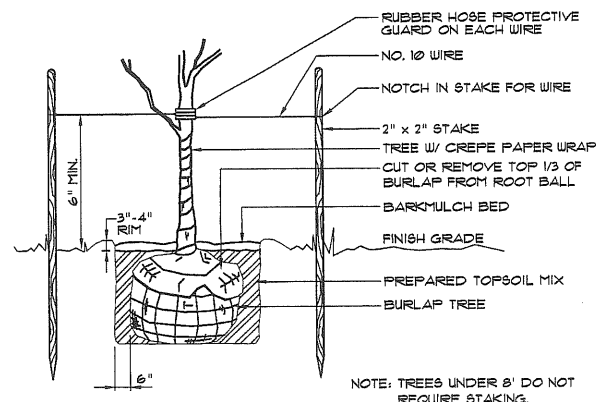
7 SLOPED GRANITE CURB DETAIL
NOT TO SCALE



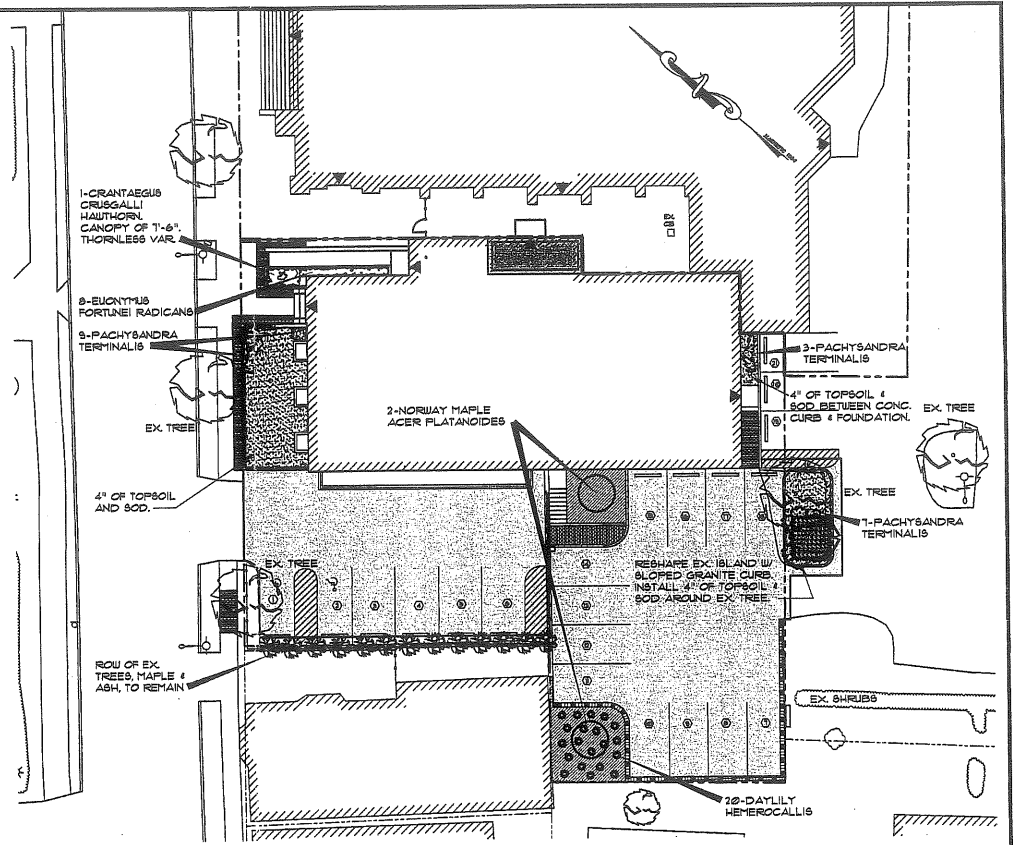
6 CAPE COD CURB DETAIL
NOT TO SCALE



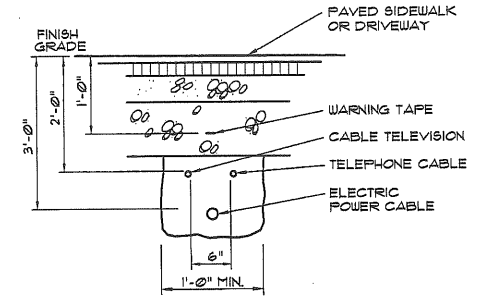
10 SHRUB PLANTING DETAIL
NOT TO SCALE



9 TREE PLANTING DETAIL
NOT TO SCALE



1 LANDSCAPE PLAN
SCALE: 1"=20'



5 UTILITY TRENCH SECTION
NOT TO SCALE

NOTES:
1. SEE CMP CO. STANDARD TRENCH FOR BACKFILL MATERIAL REQUIREMENTS.
2. PROVIDE 8CH. 40 PVC CONDUIT UNDER PAVED AREAS.

PLOT DATE: 2-7-02
FILE SCALE: 1=1
CAD FILE: 01403

REV.	DATE	DESCRIPTION
1	9/3/02	REVISED PARKING & DUMPSTER LOCATION

OWNER: SAINT DOMINIC'S HOUSING LIMITED PARTNERSHIP
510 CUMBERLAND AVE. PORTLAND ME

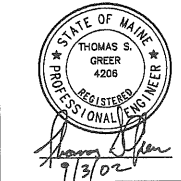
SAINT DOMINIC'S CONDOMINIUM
GRAY STREET, PORTLAND, MAINE

**LANDSCAPE PLAN
AND SITE DETAILS**

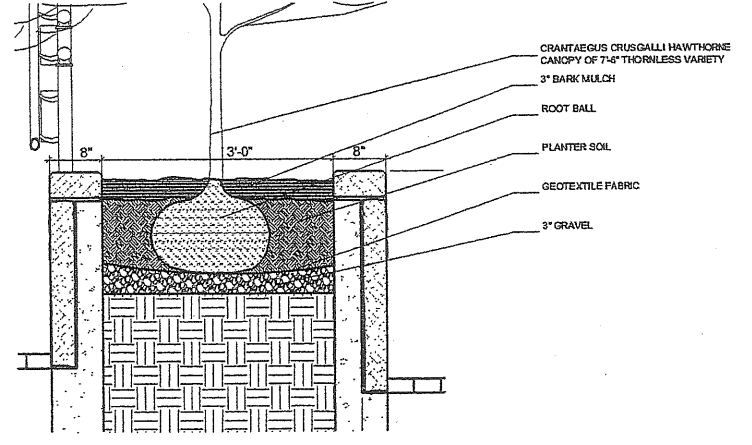
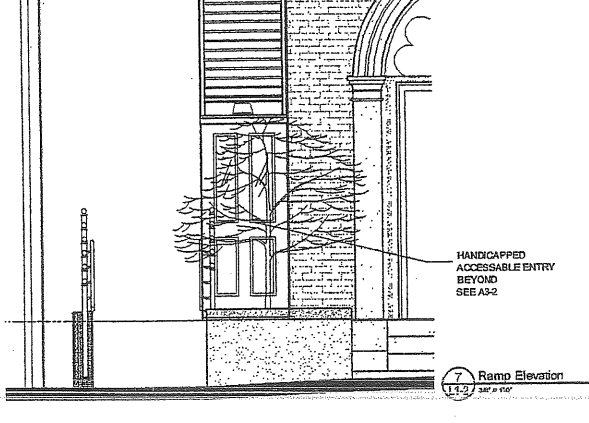
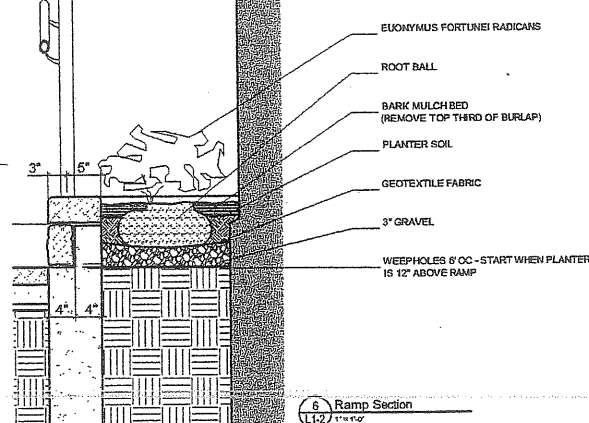
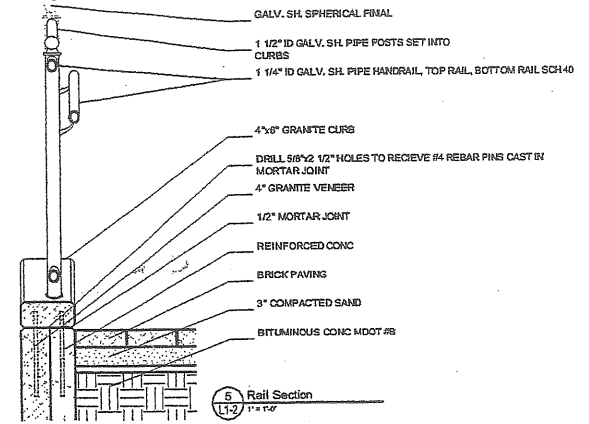
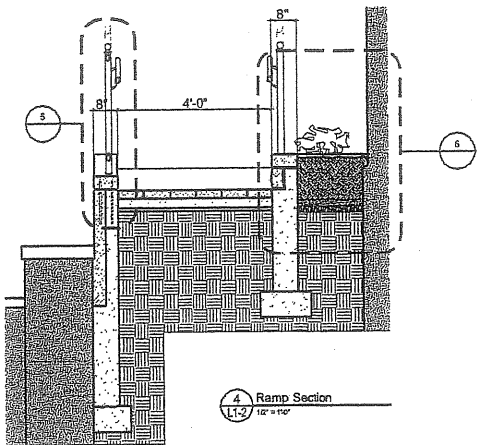
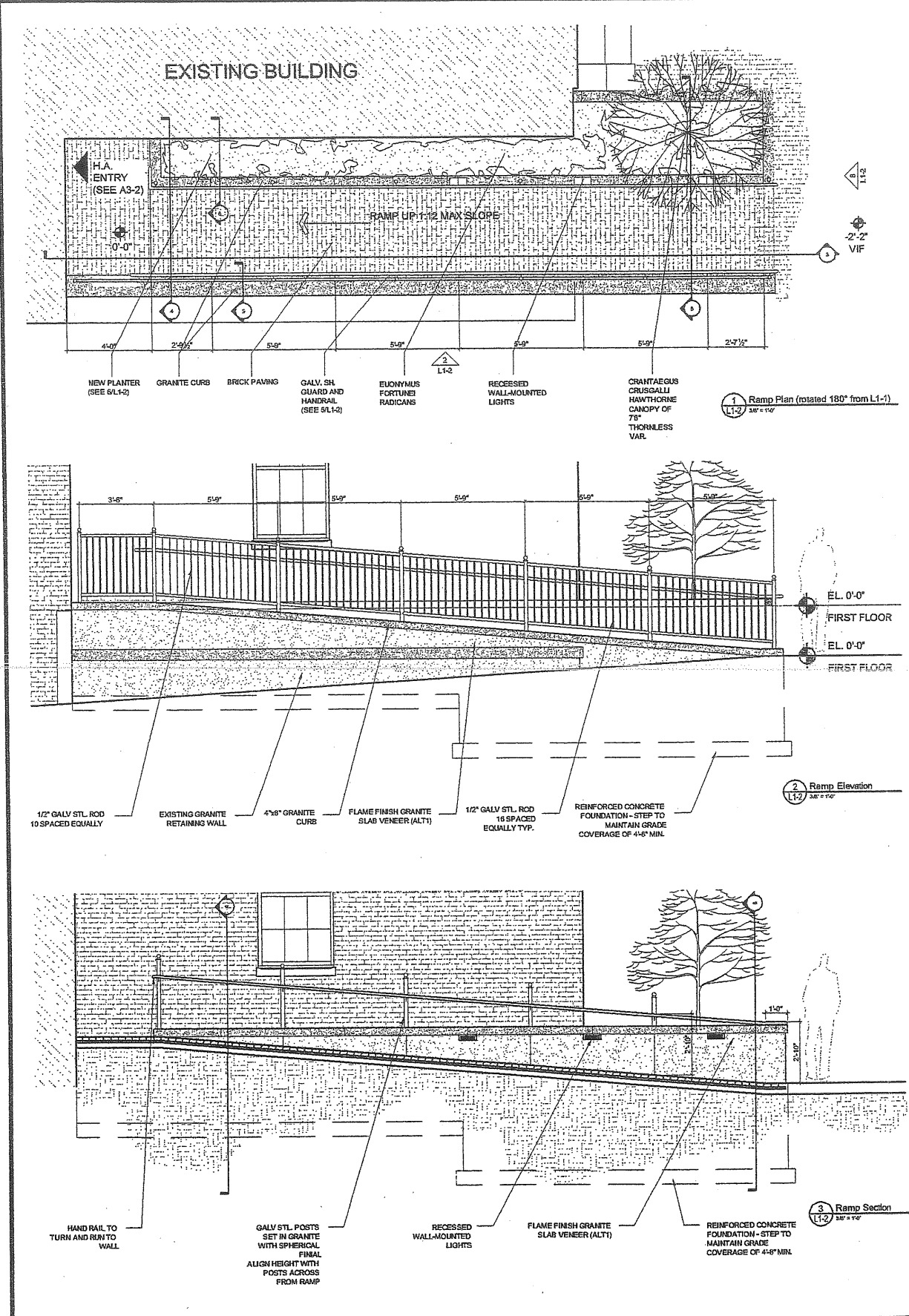
CONSULTING ENGINEERS, INC.
FALMOUTH, MAINE

SCALE: AS SHOWN
DATE: JULY 2, 2002
PROJECT: 02154

DRN BY: JDC
DESIGN BY: TSG
CHK BY: TSG



C3



GENERAL NOTES

1. DETAILS SHOW IMPLEMENTATION OF ALTERNATE #1 UPGRADED RAMP MATERIALS. BASE BID: CAST-IN-PLACE CONCRETE (NO GRANITE VENEER)

ALT. #1 - REPLACE GRANITE CURB W/ PRECAST CONC. CURB
REPLACE BRICK PAVING WITH CAST-IN-PLACE REINFORCED CONC SLAB

PROGRESS PRINT ONLY
Not for Construction

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SAINT DOMINIC'S FAMILY HOUSING
For People's Regional Opportunity Program
And Portland West
PORTLAND, MAINE

TRH ARCHITECTS
100 COMMERCIAL STREET
PORTLAND MAINE 04101
TELEPHONE 207 775 6141
ARCHITECTURE PLANNING

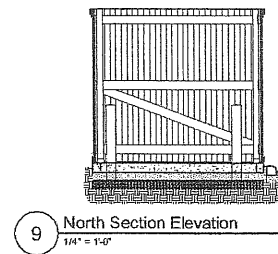
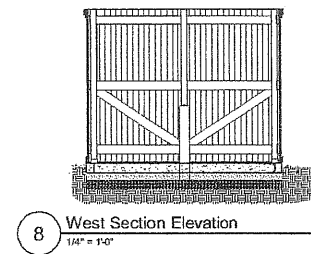
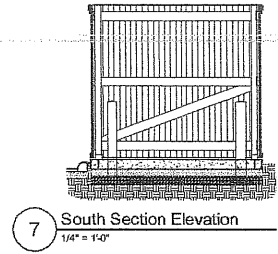
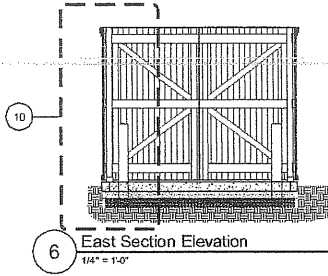
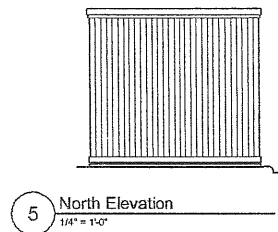
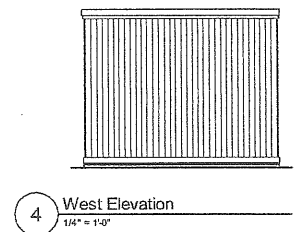
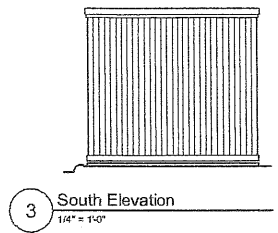
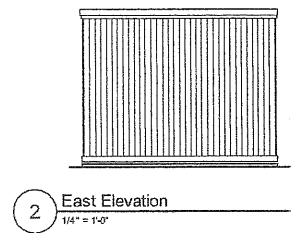
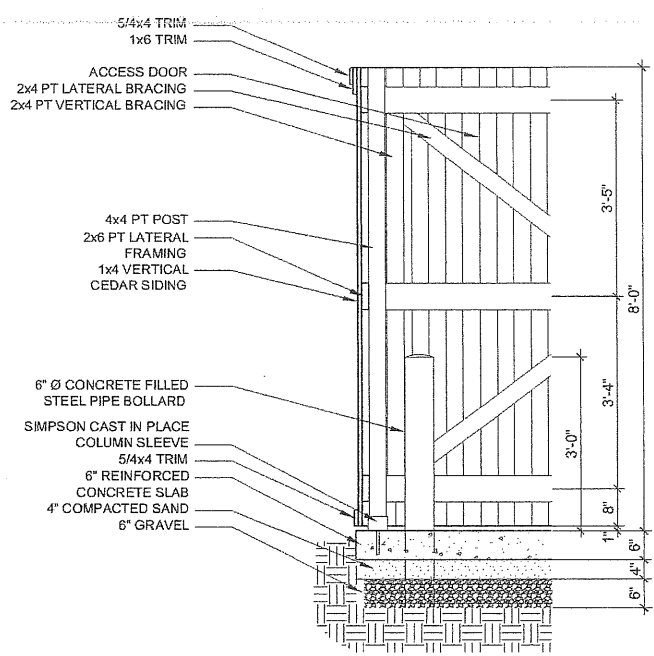
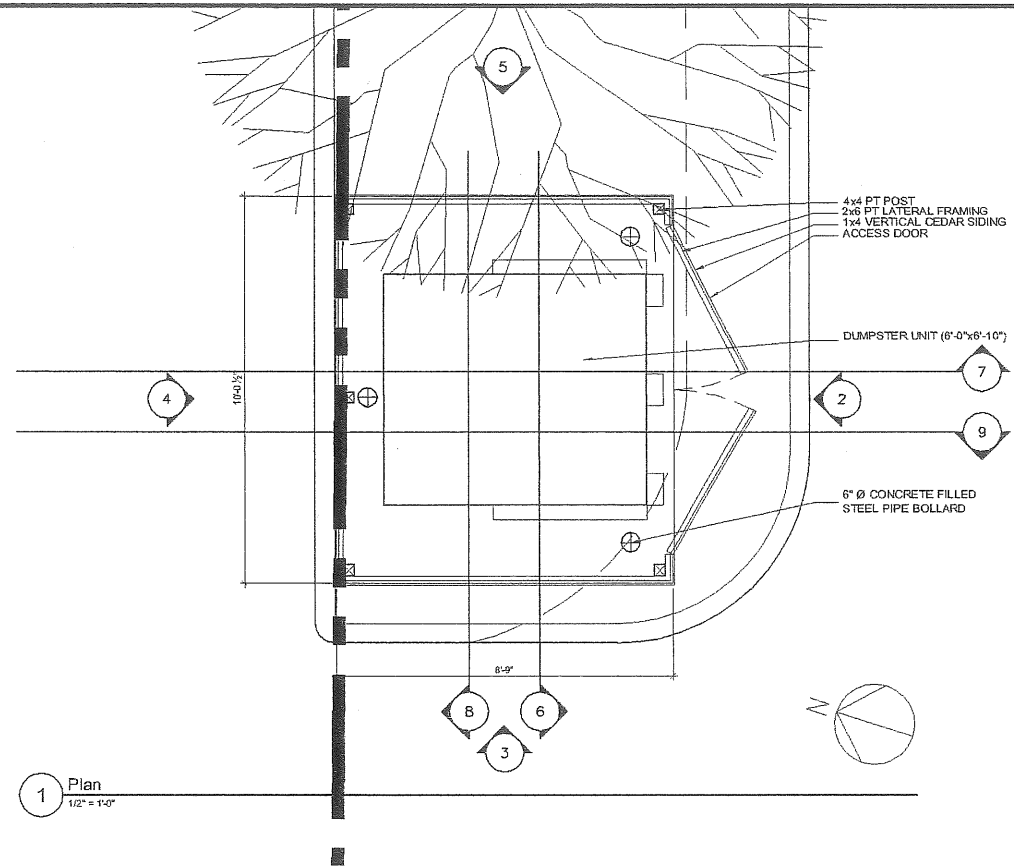
CONSULTANTS:

REVISIONS:

DATE: August 27, 2002
PROJECT No.: 0104
DRAWN BY: CMM, CMB
CHECKED BY: CMB
SCALE: 1/8" = 1'-0"

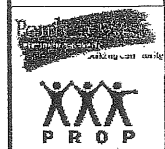
SHEET TITLE:
Landscape Details

AS-1



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SAINT DOMINIC'S FAMILY HOUSING
St. Dominic's Housing Limited Partnership
PORTLAND, MAINE



TFH ARCHITECTS
100 COMMERCIAL STREET
PORTLAND MAINE 04101
TELEPHONE 207 775 6141
ARCHITECTURE PLANNING

CONSULTANTS:

SOILS
Peters & Green Consulting Engineers
777 US Rd.
Falmouth, ME 04105
207-784-0282

STRUCTURAL
L. E. L. Systems
300 S. Main
South Portland, ME 04106
207-784-6600

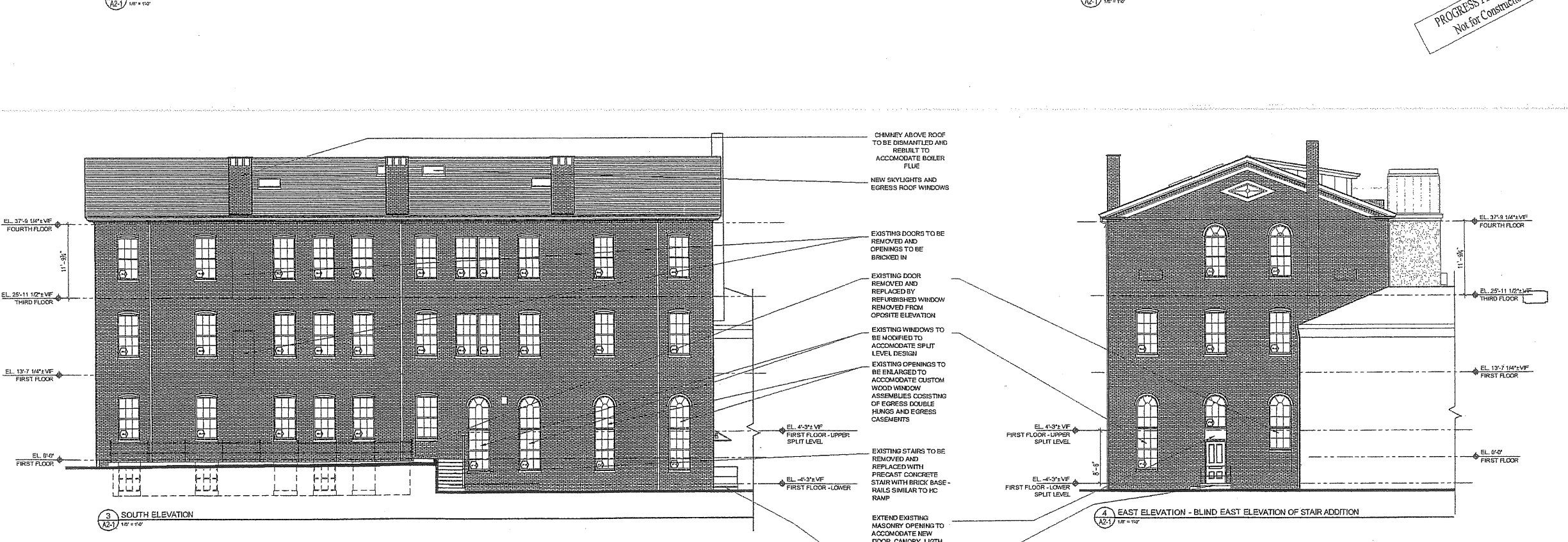
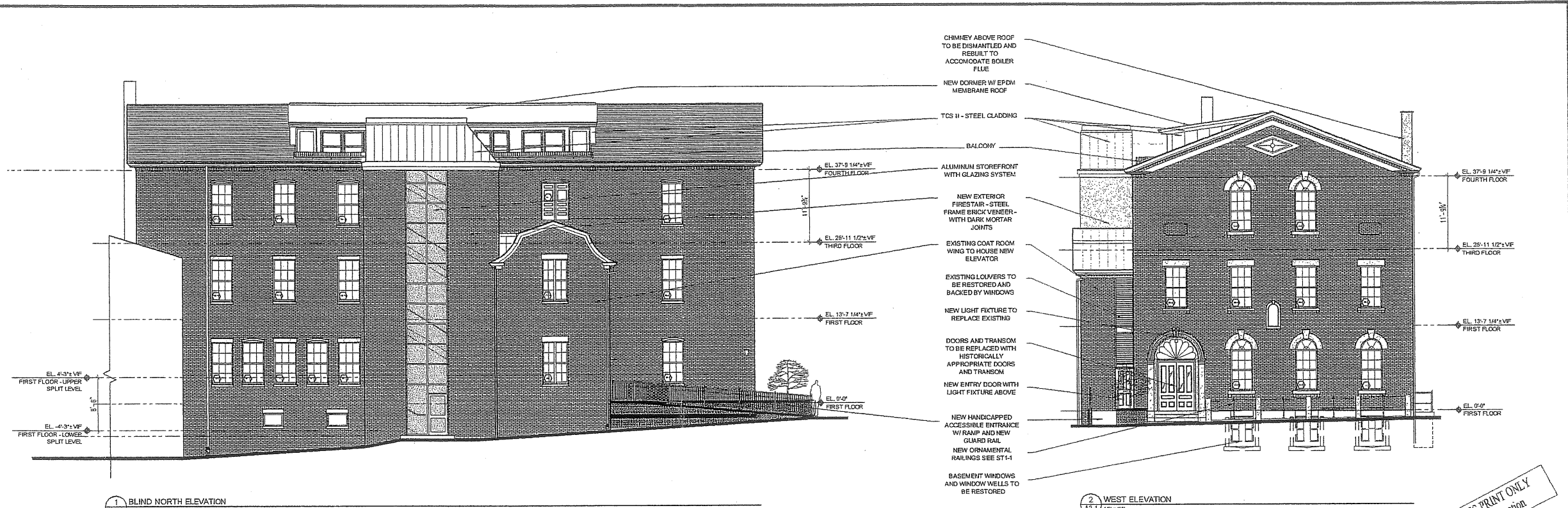
MECHANICAL
Peters & Green Engineers
10 Commercial St.
Portland, ME 04101
207-775-6141

ELECTRICAL
Theodore Engineering
18 Commercial Street
Westbrook, ME 04092
207-878-6407

REVISIONS:

DATE: September 3, 2002
PROJECT No. 0104
DRAWN BY: CMB, CMH
CHECKED BY: CMB
SCALE: As Marked
SHEET TITLE:
Enclosure Unit

ST-3



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SAINT DOMINIC'S FAMILY HOUSING
St. Dominic's Housing Limited Partnership
PORTLAND, MAINE

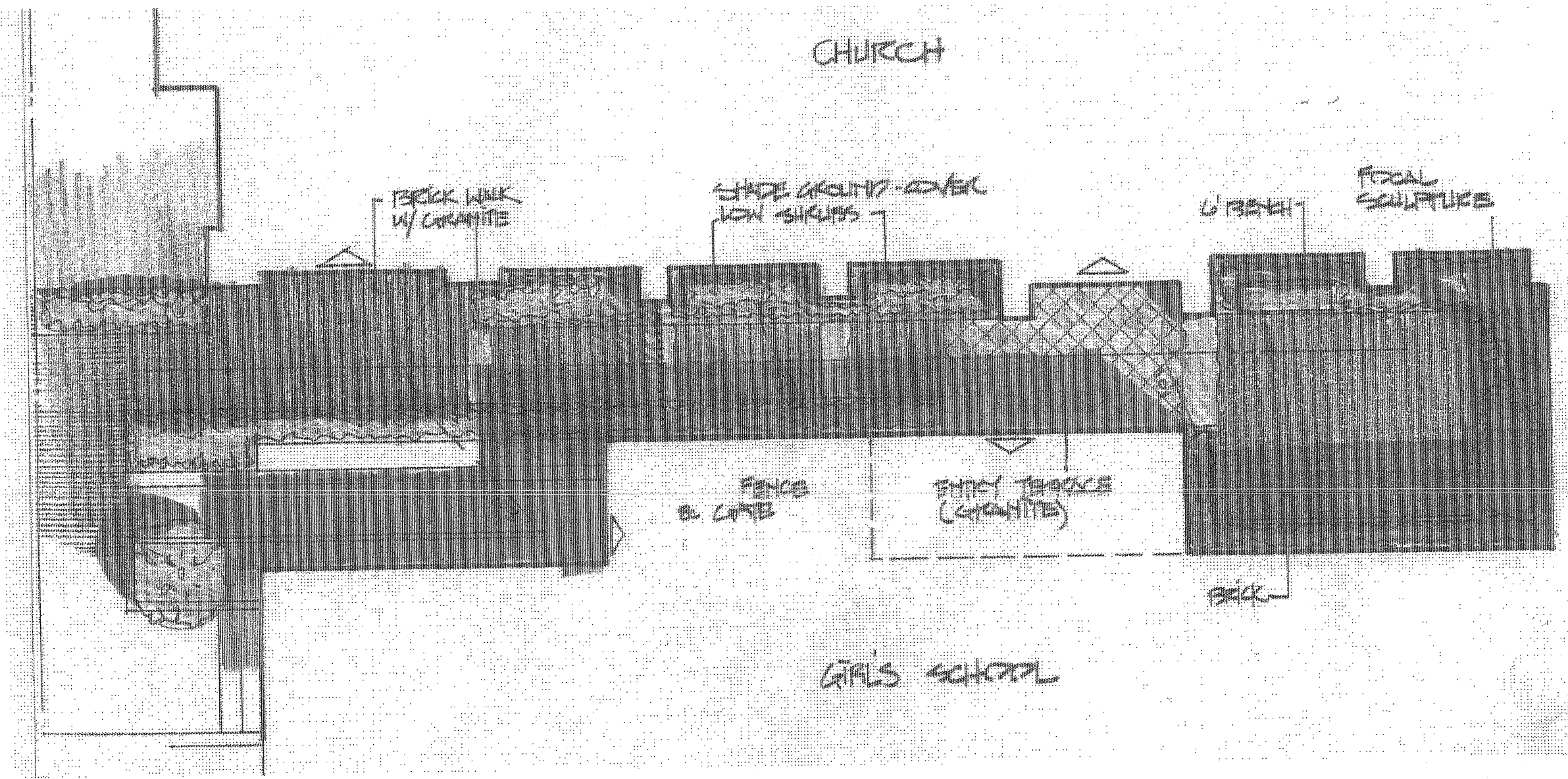
TFH ARCHITECTS
100 COMMERCIAL STREET
PORTLAND MAINE 04101
TELEPHONE 207 775 6141
ARCHITECTURE PLANNING

CONSULTANTS:
 CIVIL: **W. J. & G. B. Consulting Engineers**
 175 US St.
 Portland, ME 04102
 207-751-0201
 STRUCTURAL: **L. E. & S. Engineers**
 60 G. Street
 South Portland, ME 04106
 207-754-0239
 MECHANICAL: **Winters Engineering**
 10 Dunbar St.
 Portland, ME 04101
 207-574-1100
 ELECTRICAL: **Winters Engineering**
 113 Canton Street
 Westbrook, ME 04092
 207-873-4407

REVISIONS:

DATE: August 23, 2002
 PROJECT No. 0104
 DRAWN BY: CMN, CMB
 CHECKED BY: CMB
 SCALE: 1/8" = 1'-0"
 SHEET TITLE:

A2-1



TTH ARCHITECTS
100 COMMERCIAL STREET
PORTLAND, MAINE 04101
TELEPHONE: 207 775 6141
ARCHITECTURE PLANNING

TONY MUENCH
LANDSCAPE ARCHITECT
14 COMMERCIAL STREET
PORTLAND, MAINE 04101
TELEPHONE: 207 761 6624

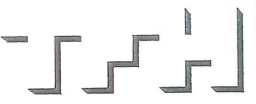
1 LANDSCAPE PLAN
N.T.S.

Saint Dominic's Irish Heritage Center

September 3, 2002

Saint Dominic's Irish Heritage Center

Irish Heritage Center
Portland, Maine

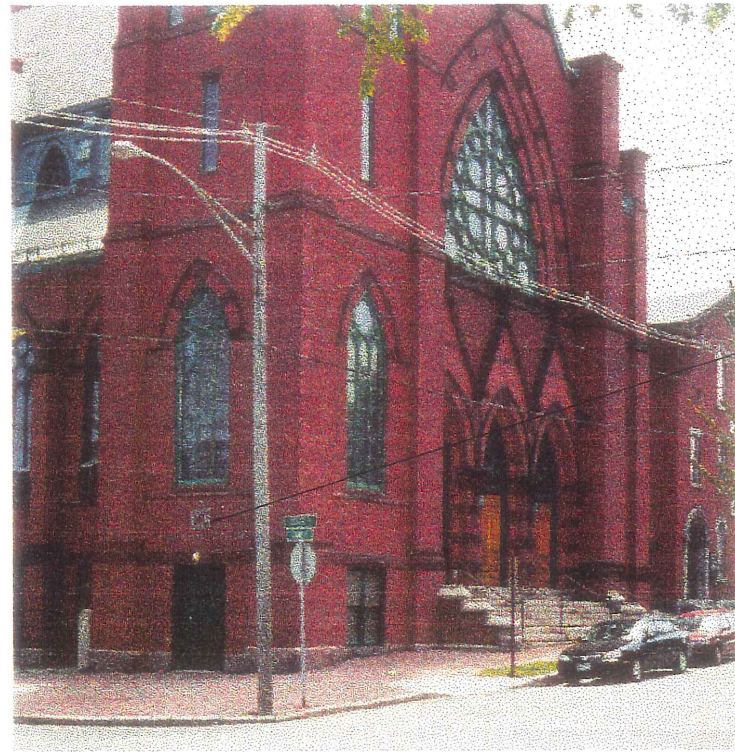


TFH ARCHITECTS
100 COMERCIAL STREET
PORTLAND MAINE 04101
TELEPHONE 207 775 6141
ARCHITECTURE PLANNING

REVISED:

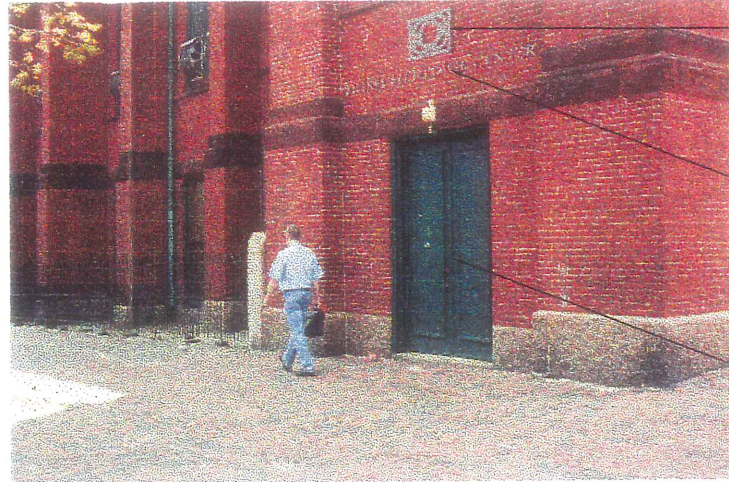
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PROJECT No.	0131
DRAWN BY:	CSC
CHECKED BY:	
SCALE:	N/A

SHEET TITLE:
ATTACHMENT A



NEW SIGN

1 NEW SIGN AT PRIMARY ENTRANCE
VIEW A

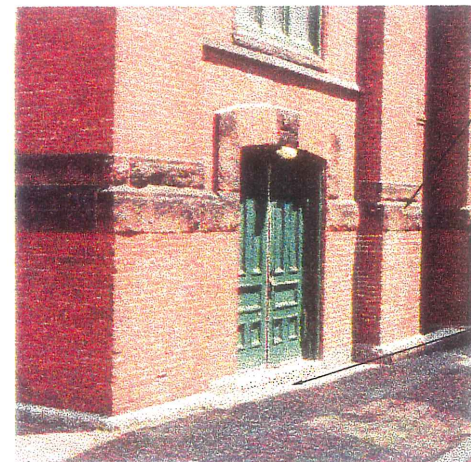


NEW SIGN, 24" X 24" METAL
IHC LOGO MOUNTED 2" FROM
FACE OF BRICK

NEW SIGN, 6" METAL LETTERS
STILT MOUNTED 2" FROM
FACE OF BRICK.

REPAIR EXISTING DOOR.

2 NEW SIGN AT PRIMARY ENTRANCE
VIEW A (CLOSE UP)



BROWNSTONE TO BE
CLEANED AND REPAIRED.

REGRADE BRICK WALKWAY
TO ALLOW FOR HANDICAP
ACCESSIBILITY

3 ACCESSIBLE ENTRANCE
VIEW C



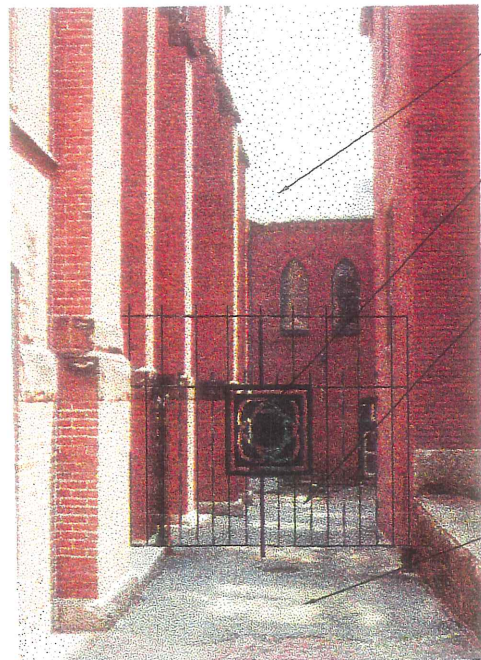
EXISTING
WOOD DOOR

ACCESSIBILTY SIGN

NEW GRADE

EXISTING GRADE

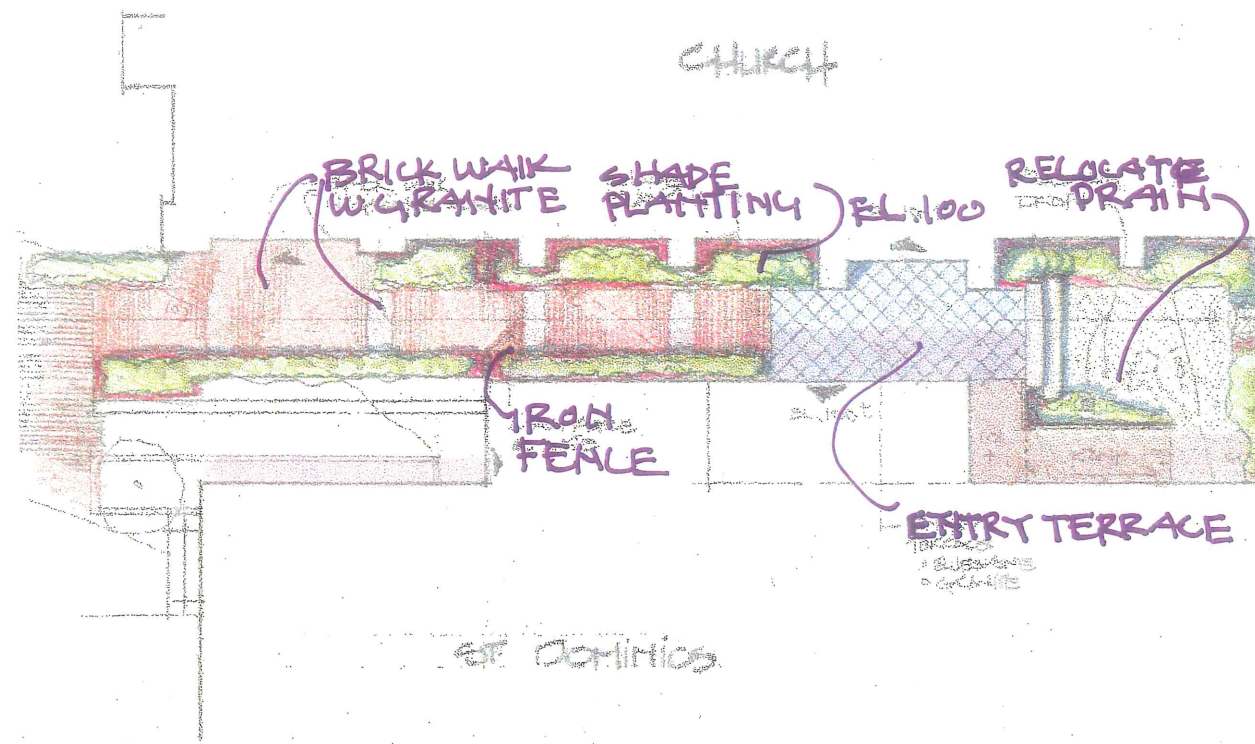
4 ACCESSIBLE ENTRANCE: ELEVATION
1/4" = 1'-0"



SLATE ROOF RESTORED.

MEDITATION/SCULPTURE GARDEN BEYOND, SEE PLAN THIS PAGE.

REPAVE WALK WITH COMBINATION BRICK AND GRANITE PAVERS, SEE PLAN THIS PAGE



Saint Dominic's Irish Heritage Center

Irish Heritage Center

Portland, Maine



TFH ARCHITECTS
100 COMERCIAL STREET
PORTLAND MAINE 04101
TELEPHONE 207 775 6141
ARCHITECTURE PLANNING

REVISED:

DATE: 05/28/02

PROJECT No. 0131

DRAWN BY: CSC

CHECKED BY:

SCALE: N/A

SHEET TITLE:
ATTACHMENT A

1 MEDITATION AND SCULPTURE GARDEN
VIEW D

2 MEDITATION AND SCULPTURE GARDEN: SKETCH PLAN
1/16" = 1'-0" +/-

Saint Dominic's Irish Heritage Center

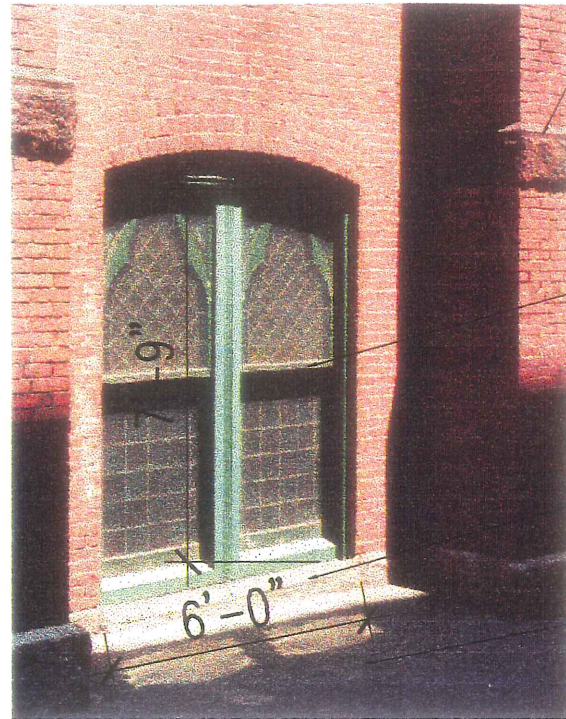
Irish Heritage Center
Portland, Maine



TFH ARCHITECTS
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PORTLAND MAINE 04101
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ARCHITECTURE PLANNING

REVISED:	
DATE:	5/27/02
PROJECT No.	131
DRAWN BY:	CSC
CHECKED BY:	
SCALE:	N/A

SHEET TITLE:
ATTACHMENT A



BROWNSTONE TO BE CLEANED AND REPAIRED.

REMOVE EXISTING WINDOW. WINDOW TO BE PRESERVED IN IHC LIBRARY.

REMOVE EXISTING GRANITE SILL.

EXISTING BITUMINOUS PAVING TO BE REMOVED AND REPLACE WITH COMBINATION OF BRICK AND GRANITE PAVERS.

1 EGRESS DOOR: EXISTING WINDOW
VIEW F



EXISTING ARCH OPENING

BRICK ARCH INFILL.

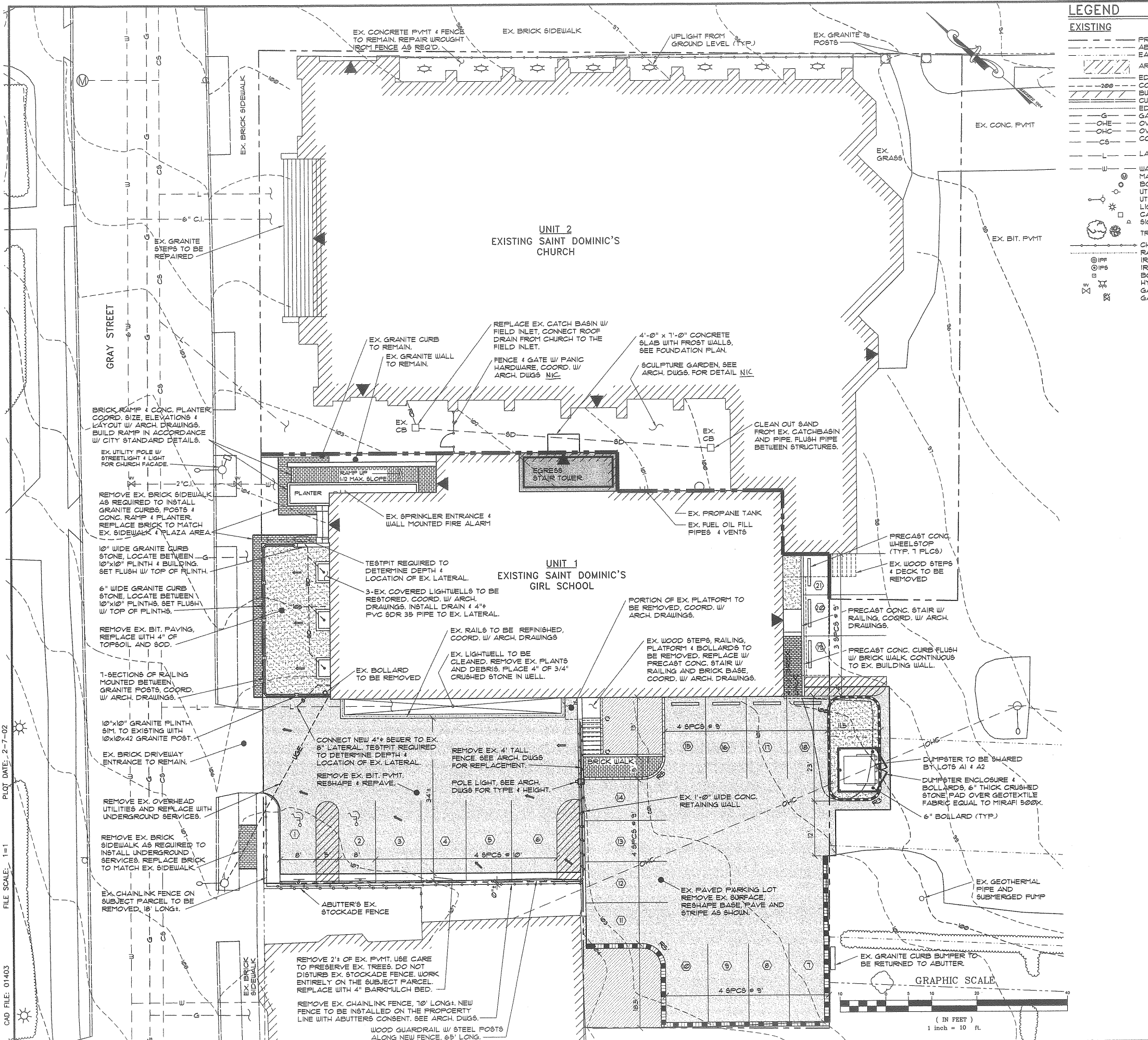
PAINTED STEEL EGRESS DOOR. SEE ATTACHMENT C

REMOVE EXISTING GRANITE SILL

NEW GRADING FOR ACCESSIBILITY

EXISTING GRADE

2 EGRESS DOOR: ELEVATION
1/4" = 1'-0"



LEGEND

EXISTING

- PROPERTY LINE
- - - ABUTTER'S PROPERTY BASEMENT
- ▨ AREA OF EASEMENT
- - - EDGE OF PAVEMENT
- CONTOURS
- ▨ BUILDING
- CURB
- EDGE OF GRAVEL
- G GAS LINE
- - - OHE OVER-HEAD ELECTRIC
- - - OHC OVER-HEAD CABLE
- - - CS COMBINED SEWER AND STORMDRAIN
- - - L LATERAL TO COMBINED SEWER
- - - W WATER LINE
- MANHOLE
- BOLLARD
- UTILITY POLE
- UTILITY POLE WITH STREETLIGHT
- LIGHT POLE
- CATCH BASIN
- SIGN
- TREE
- CHAINLINK FENCE RAILING & POSTS
- IRON PIPE FOUND
- IRON PIPE SET
- BOUND FOUND
- HYDRANT
- GATE VALVE
- GAS VALVE

PROPOSED

- ▨ BUILDING ADDITION
- ▨ EDGE OF PAVEMENT
- ▨ VERTICAL GRANITE CURB
- ▨ SLOPED GRANITE CURB
- ▨ BIT. CAPE COD CURB
- ▨ CONTOURS
- ▨ UNDERGROUND ELECTRIC
- ▨ GUARDRAIL
- 4" BOLLARD
- SPOT GRADE
- LIGHT POLE
- UP-LIGHT
- SIGN
- HANDICAP PARKING
- PARKING SPACE DESIGNATION
- PAINTED "NO PARKING" AREA
- SURFACE DRAINAGE
- SOD
- ▨ BRICK SURFACE
- ▨ PAVEMENT
- ▨ BARKMULCH

**CITY OF PORTLAND
SITE PLAN AND SUBDIVISION NOTES**

1. LANDSCAPING SHALL MEET THE "ARBORICULTURAL SPECIFICATIONS AND STANDARDS OF PRACTICE AND LANDSCAPE GUIDELINES" OF THE "CITY OF PORTLAND TECHNICAL AND DESIGN STANDARDS AND GUIDELINES".
2. THE ENTIRE SITE SHALL BE DEVELOPED AND/OR MAINTAINED AS DEPICTED ON THE SITE PLAN. APPROVAL OF THE PLANNING AUTHORITY OR PLANNING BOARD SHALL BE REQUIRED FOR ANY ALTERATION TO OR DEVIATION FROM THE APPROVED SITE PLAN, INCLUDING, WITHOUT LIMITATION: TOPOGRAPHY, DRAINAGE, LANDSCAPING, RETENTION OF WOODED OR LAWN AREAS, ACCESS, SIZE, LOCATION, AND SURFACING OF PARKING AREAS AND LOCATION AND SIZE OF BUILDINGS.
3. SEE PLAN FOR INSTALLATION OF POWERLINE UTILITIES, OVERHEAD OR UNDERGROUND.
4. SIDEWALKS AND CURBING SHALL BE DESIGNED AND BUILT WITH TIPDOWN RAMPS AT ALL STREET CORNERS, CROSSWALKS AND DRIVEWAYS IN CONFORMANCE WITH THE "CITY OF PORTLAND TECHNICAL AND DESIGN STANDARDS AND GUIDELINES".
5. ALL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE DESIGNED IN ACCORDANCE WITH "MAINE EROSION AND SEDIMENT CONTROL HANDBOOK FOR CONSTRUCTION: BEST MANAGEMENT PRACTICES" PUBLISHED BY THE CUMBERLAND COUNTY SOIL AND WATER CONSERVATION DISTRICT AND MAINE DEPARTMENT OF ENVIRONMENTAL PROTECTION, MARCH 1991 OR LATEST EDITION. (NOTE: THE SITE PLAN SHOULD SPECIFY THE EROSION CONTROL DEVICE TO BE EMPLOYED: SILT FENCE, HAY BALE, ETC. AS WELL AS THEIR LOCATION.)
6. ALL EROSION CONTROL MEASURES SHALL BE INSTALLED PRIOR TO ANY SITE EXCAVATION OR REGRADING.
7. ALL DISTURBED AREAS ON THE SITE NOT COVERED BY BUILDINGS OR PAVED AREAS SHALL BE STABILIZED WITH LOAM AND SEED OR OTHER METHODS AS REQUIRED BY BEST MANAGEMENT PRACTICES (SEE ABOVE).
8. PRIOR TO CONSTRUCTION, A PRECONSTRUCTION MEETING SHALL BE HELD AT THE PROJECT SITE WITH THE CONTRACTOR, DEVELOPMENT REVIEW COORDINATOR, PUBLIC WORKS REPRESENTATIVE AND OWNER TO REVIEW THE CONSTRUCTION SCHEDULE AND CRITICAL ASPECTS OF THE SITE WORK. AT THAT TIME, THE SITE/BUILDING CONTRACTOR SHALL PROVIDE THREE (3) COPIES OF A DETAILED CONSTRUCTION SCHEDULE TO THE ATTENDING CITY REPRESENTATIVE. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO ARRANGE A MUTUALLY AGREEABLE TIME FOR THE PRECONSTRUCTION MEETING.
9. ALL UTILITY SERVICE CONNECTIONS PROPOSED WITHIN CITY STREETS ARE TO BE INSPECTED BY THE INDIVIDUAL UTILITY COMPANIES AND THE CITY OF PORTLAND WHERE APPLICABLE.
10. "SUBDIVISION SHALL MEAN THE DIVISION OF A LOT, TRACT OR PARCEL OF LAND INTO THREE (3) OR MORE LOTS, INCLUDING LOTS 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 AND THE DIVISION OF AN EXISTING STRUCTURE OR STRUCTURES PREVIOUSLY USED FOR COMMERCIAL OR INDUSTRIAL USE 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 PURPOSE OF THIS PARAGRAPH. A DWELLING UNIT SHALL INCLUDE ANY PART OF A STRUCTURE WHICH, THROUGH SALE OR LEASE, IS INTENDED FOR HUMAN HABITATION, INCLUDING SINGLE-FAMILY AND MULTIFAMILY HOUSING CONDOMINIUMS, TIME-SHARE UNITS AND APARTMENTS."

2	9/30/02	ADDED SEWER & STORMDRAIN LOCATIONS, REV'D ABUTTER'S FENCE
1	9/3/02	REVISED PARKING & DUMPSTER LOCATION
REV.	DATE	DESCRIPTION

OWNER: SAINT DOMINIC'S HOUSING LIMITED PARTNERSHIP
510 CUMBERLAND AVE. PORTLAND ME

SAINT DOMINIC'S CONDOMINIUM
GRAY STREET, PORTLAND, MAINE

PINKHAM & GREER
CONSULTING ENGINEERS, INC.
FALMOUTH, MAINE

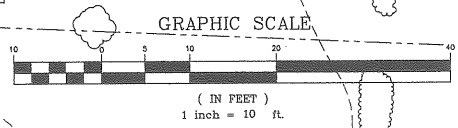
SITE PLAN

SCALE: AS SHOWN DRN BY: JDC
DATE: JULY 2, 2002 DESG BY: TSG
PROJECT: 02154 CHK BY: TSG

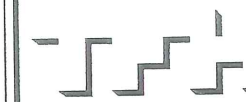
STATE OF MAINE
THOMAS S. GREER
4206
REGISTERED PROFESSIONAL ENGINEER

10/11/02

PLOT DATE: 2-7-02
FILE SCALE: 1"=1'
CAD FILE: 01403



Saint Dominic's Irish Heritage Center
 Irish Heritage Center
 Portland, Maine



TFH ARCHITECTS
 100 COMERCIAL STREET
 PORTLAND MAINE 04101
 TELEPHONE 207 775 6141
 ARCHITECTURE PLANNING

REVISED:

DATE: 05/28/02

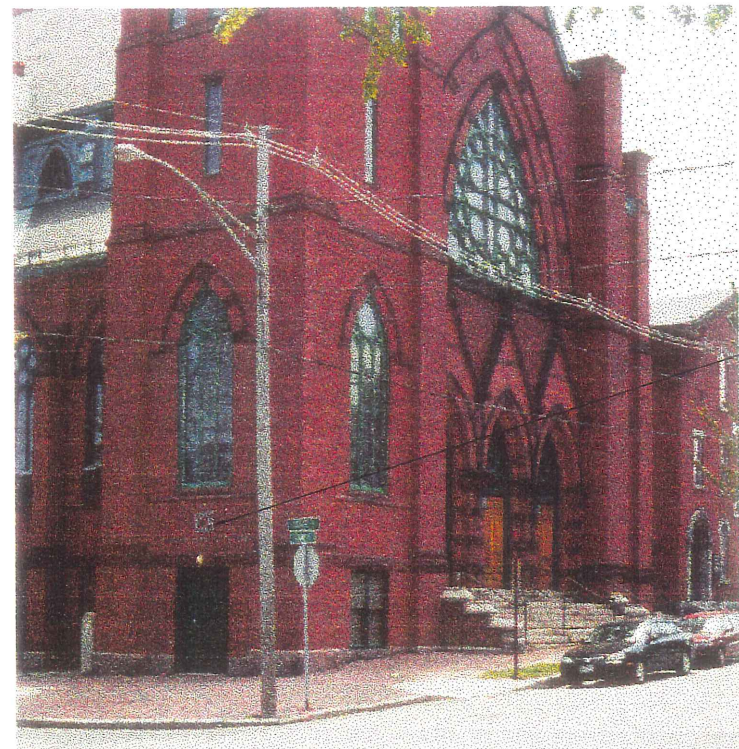
PROJECT No. 0131

DRAWN BY: CSC

CHECKED BY:

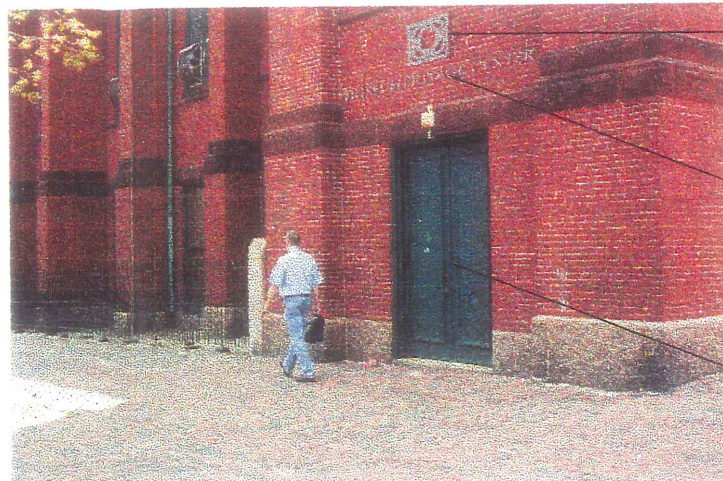
SCALE: N/A

SHEET TITLE:
 ATTACHMENT A



NEW SIGN

1 NEW SIGN AT PRIMARY ENTRANCE
 VIEW A

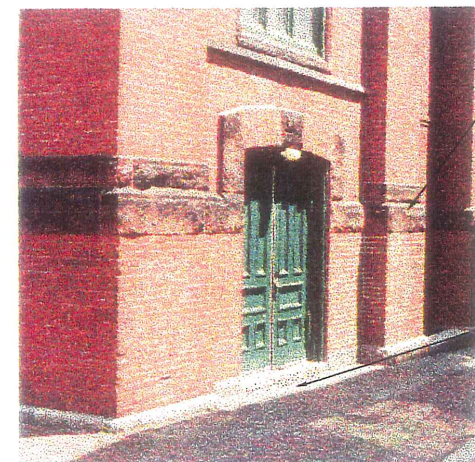


NEW SIGN, 24" X 24" METAL IHC LOGO MOUNTED 2" FROM FACE OF BRICK

NEW SIGN, 6" METAL LETTERS STILT MOUNTED 2" FROM FACE OF BRICK.

REPAIR EXISTING DOOR.

2 NEW SIGN AT PRIMARY ENTRANCE
 VIEW A (CLOSE UP)



BROWNSTONE TO BE CLEANED AND REPAIRED.

REGRADE BRICK WALKWAY TO ALLOW FOR HANDICAP ACCESSIBILITY

3 ACCESSIBLE ENTRANCE
 VIEW C



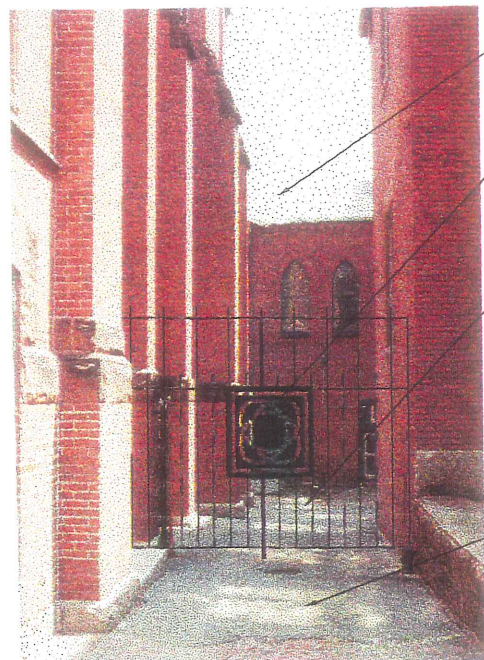
EXISTING WOOD DOOR

ACCESSIBILITY SIGN

NEW GRADE

EXISTING GRADE

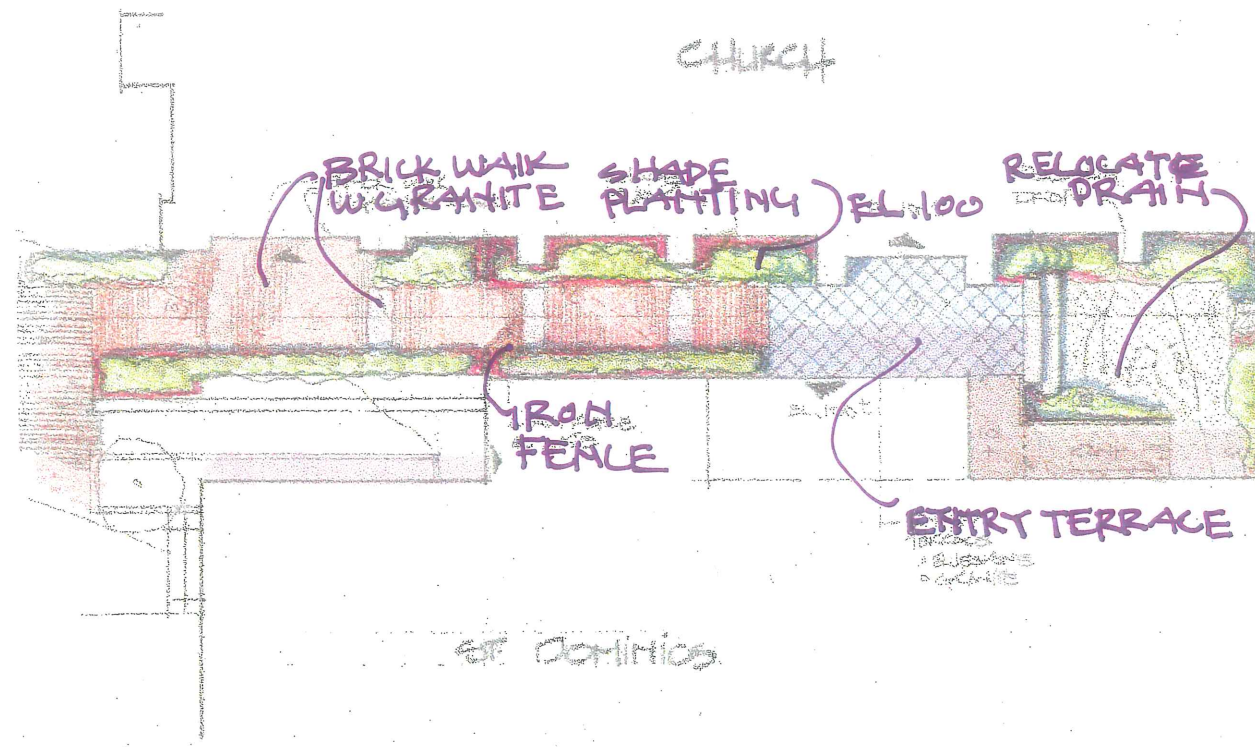
4 ACCESSIBLE ENTRANCE: ELEVATION
 1/4" = 1'-0"



SLATE ROOF RESTORED.

MEDITATION/SCULPTURE GARDEN BEYOND, SEE PLAN THIS PAGE.

REPAVE WALK WITH COMBINATION BRICK AND GRANITE PAVERS, SEE PLAN THIS PAGE



1 MEDITATION AND SCULPTURE GARDEN
VIEW D

2 MEDITATION AND SCULPTURE GARDEN: SKETCH PLAN
1/16" = 1'-0" +/-

Saint Dominic's Irish Heritage Center

Irish Heritage Center

Portland, Maine



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100 COMERCIAL STREET
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REVISED:

DATE: 05/28/02

PROJECT No. 0131

DRAWN BY: CSC

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SCALE: N/A

SHEET TITLE:

ATTACHMENT A

Saint Dominic's Irish Heritage Center

Irish Heritage Center

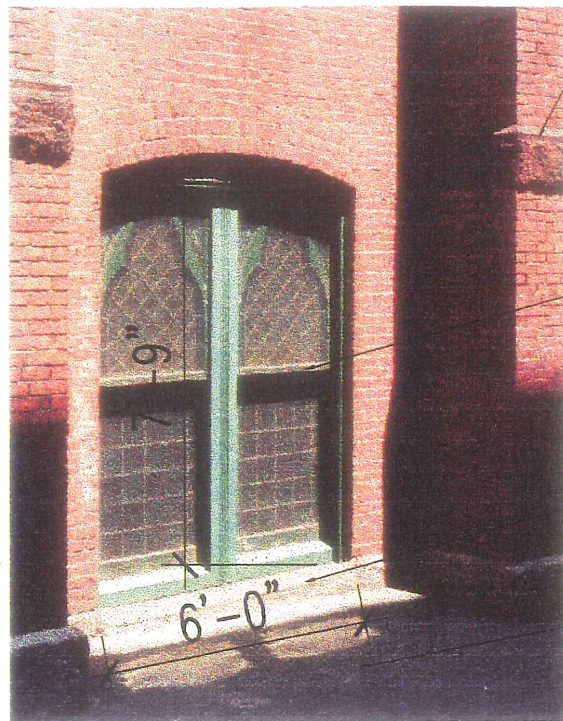
Portland, Maine



TFH ARCHITECTS
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PORTLAND MAINE 04101
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REVISED:	
DATE:	5/27/02
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DRAWN BY:	CSC
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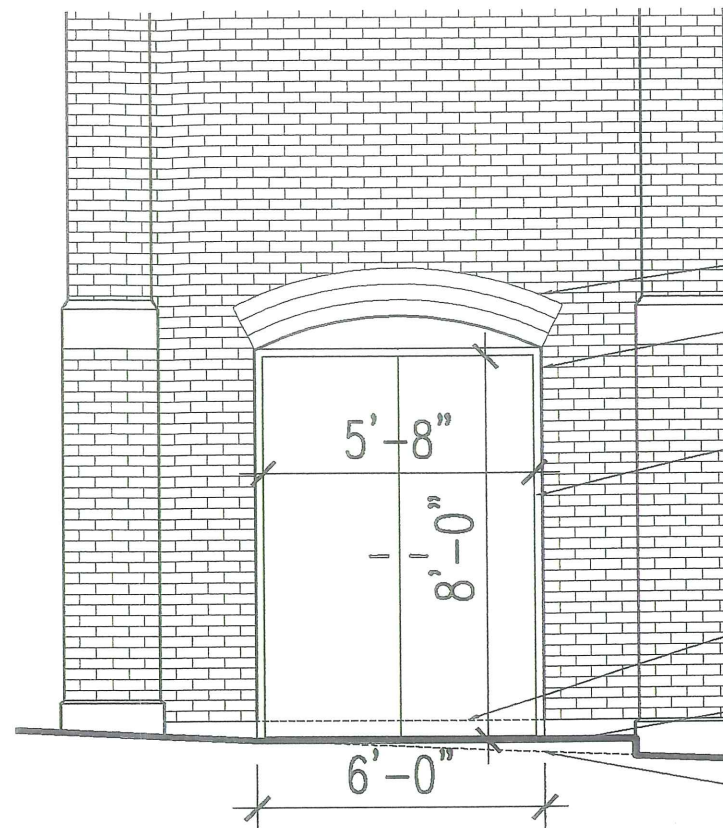
BROWNSTONE TO BE CLEANED AND REPAIRED.

REMOVE EXISTING WINDOW. WINDOW TO BE PRESERVED IN IHC LIBRARY.

REMOVE EXISTING GRANITE SILL.

EXISTING BITUMINOUS PAVING TO BE REMOVED AND REPLACE WITH COMBINATION OF BRICK AND GRANITE PAVERS.

1 EGRESS DOOR: EXISTING WINDOW
VIEW F



EXISTING ARCH OPENING

BRICK ARCH INFILL.

PAINTED STEEL EGRESS DOOR. SEE ATTACHMENT C

REMOVE EXISTING GRANITE SILL

NEW GRADING FOR ACCESSIBILITY

EXISTING GRADE

2 EGRESS DOOR: ELEVATION
1/4" = 1'-0"

CITY OF PORTLAND
SITE PLAN AND SUBDIVISION NOTES

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2. THE ENTIRE SITE SHALL BE DEVELOPED AND/OR MAINTAINED AS DEPICED ON THE SITE PLAN APPROVED BY THE PLANNING AUTHORITY OR PLANNING BOARD SHALL BE REQUIRED FOR ANY ALTERATION TO OR DEVIATION FROM THE APPROVED SITE PLAN, INCLUDING WITHOUT LIMITATION: TOPOGRAPHY, DRAINAGE, LANDSCAPING, DIRECTION OF WOODED OR LAWN AREAS, ACCESS, SIDE AND BRACING OF PARKING AREAS AND LOCATION AND SIZE OF BUILDINGS.
3. SEE PLAN FOR INSTALLATION OF POWERLINE UTILITIES, OVERHEAD OR UNDERGROUND.
4. SIDEWALKS AND CURBS SHALL BE DESIGNED AND BUILT WITH TYPICAL FINISHES AT ALL CORNERS, CROSSINGS AND INTERSECTIONS IN ACCORDANCE WITH THE CITY OF PORTLAND TECHNICAL AND DESIGN STANDARDS AND GUIDELINES.
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8. PRIOR TO CONSTRUCTION, A RECONSTRUCTION MEETING SHALL BE HELD AT THE PROJECT SITE WITH THE CONTRACTOR, OWNER AND REVIEWER. THE PROJECT SITE WITH THE CONTRACTOR SHALL REVIEW THE CONSTRUCTION SCHEDULE AND CRITICAL ASPECTS OF THE SITE WORK AT THAT TIME. THE SITE BUILDING CONTRACTOR SHALL PROVIDE THREE (3) COPIES OF A DETAILED CONSTRUCTION SCHEDULE TO THE ATTENDING CITY REPRESENTATIVE. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO ARRANGE A MUTUALLY AGREEABLE TIME FOR THE RECONSTRUCTION MEETING.
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3. PLAN MADE BY OWEN HASKELL, INC. DATED AUGUST 22, 1991, REVISED 5/3/02. "LAND TITLE SURVEY OF LITTLE CENTER LOT, 66 STATE STREET, PORTLAND, MAINE MADE FOR THE ALLIANCE FOR THE HISTORICAL TOWN OF PORTLAND, A CORPORATION CREATED BY THE ACT OF FEBRUARY, 1891 OF THE STATE OF MAINE APPROVED THE 25TH DAY OF FEBRUARY, 1891 CONVERTING EVERYTHING BEFORE FEBRUARY 1891 TO THE ROMAN CATHOLIC BISHOP OF PORTLAND, A CORPORATION CREATED BY THE ACT OF FEBRUARY, 1891 OF THE STATE OF MAINE APPROVED THE 25TH DAY OF FEBRUARY, 1891.
4. 53718 JAMES AUGUSTINE HEALY TO THE ROMAN CATHOLIC BISHOP OF PORTLAND, A CORPORATION CREATED BY THE ACT OF FEBRUARY, 1891 OF THE STATE OF MAINE APPROVED THE 25TH DAY OF FEBRUARY, 1891.
3. 428/804 GEORGE W. NICHOLS TO JAMES AUGUSTINE HEALY, APRIL 12, 1897.
2. 334/72 ROBERT EVANS TO RT. REV. DAVID W. BACON, MAY 6, 1865.
1. 29746 JOHN B. FITZPATRICK TO DAVID W. BACON, OCT. 27, 1865.

PLAN REFERENCES

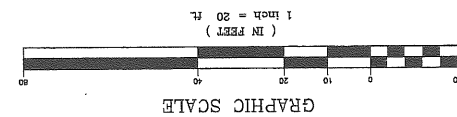
1. PLAN MADE BY H.L. & E.C. JORDAN, FILE NO. 172 DATED 1904 AND 1911
2. SEE DEED REFERENCE #
3. PLAN MADE BY OWEN HASKELL, INC. DATED AUGUST 22, 1991, REVISED 5/3/02. "LAND TITLE SURVEY OF LITTLE CENTER LOT, 66 STATE STREET, PORTLAND, MAINE MADE FOR THE ALLIANCE FOR THE HISTORICAL TOWN OF PORTLAND, A CORPORATION CREATED BY THE ACT OF FEBRUARY, 1891 OF THE STATE OF MAINE APPROVED THE 25TH DAY OF FEBRUARY, 1891 CONVERTING EVERYTHING BEFORE FEBRUARY 1891 TO THE ROMAN CATHOLIC BISHOP OF PORTLAND, A CORPORATION CREATED BY THE ACT OF FEBRUARY, 1891 OF THE STATE OF MAINE APPROVED THE 25TH DAY OF FEBRUARY, 1891.

DEED REFERENCES

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5. 618/78 EBEN HARRON TO THE RCB/P, JULY 11, 1944.
6. 102/393 PHINEAS VARNUM STEPHENS TO THE RCB/P, DEC. 9, 1922.
7. 1643/416 ELIAS THOMAS ESTATE TO THE RCB/P, JULY 17, 1941.

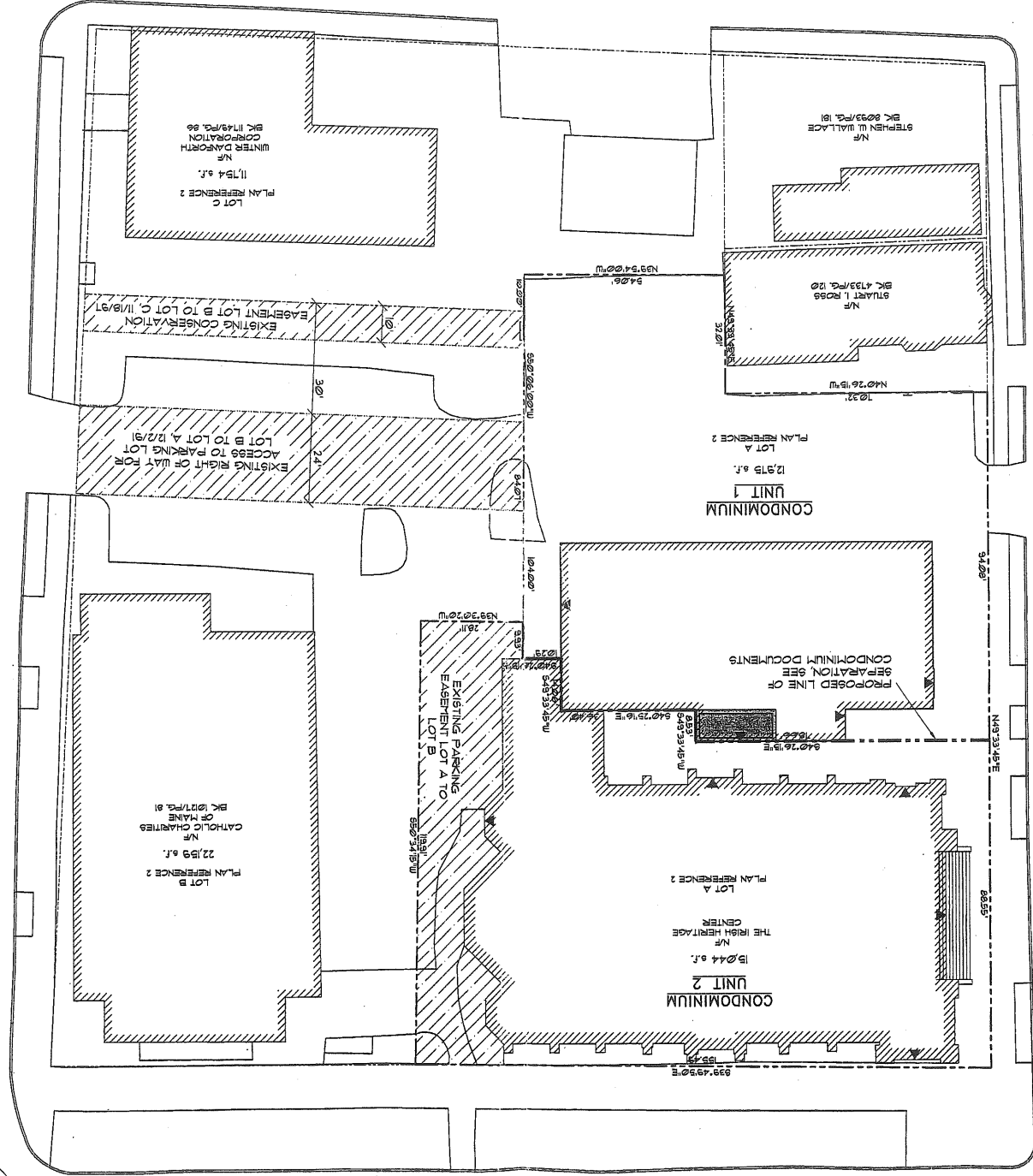
ZONING REQUIREMENTS

- ZONE R-6: RESIDENTIAL ZONE PERMITTED USES PERMITTED IN THE R-6 ZONE THAT COMPLY WITH THE FOLLOWING DIMENSIONAL REQUIREMENTS:
1. MINIMUM LOT SIZE: 4500 S.F.
 2. MINIMUM STREET FRONTAGE: 40 FEET
 3. MINIMUM YARD DIMENSIONS: FRONT YARD: 10 FEET REAR YARD: 12 FEET SIDE YARD: 4 STORY BUILDING: 12 FEET
 4. MAXIMUM LOT COVERAGE: 50%
 5. MINIMUM LOT WIDTH: 45 FEET
 6. MAXIMUM STRUCTURE HEIGHT: 20 FEET
 7. OPEN SPACE RATIO: 20%
 8. MAXIMUM RESIDENTIAL DENSITY: 60 DWELLING UNITS/ACRE
 9. MAXIMUM BUILDING HEIGHT: 65 FEET
- PARKING: 1/2 PARKING SPACES PER DWELLING UNIT - FOR RENOVATION OF EXISTING BUILDING



SUBDIVISION PLAN, APPROVED BY THE CITY OF PORTLAND PLANNING BOARD

DATE _____



OWNER: SAINT DOMINIC'S HOUSING LIMITED PARTNERSHIP
510 CUMBERLAND AVE. PORTLAND ME
SAINT DOMINIC'S CONDOMINIUM
GRAY STREET, PORTLAND, MAINE

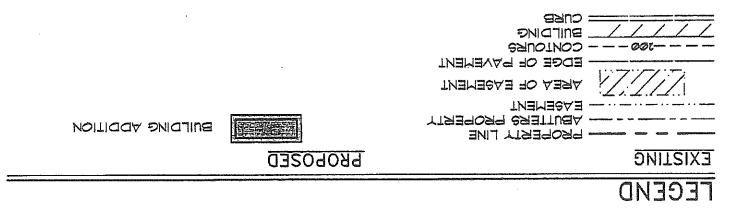
CONSULTING ENGINEER NAME: PINKHAM & GREER

SCALE: AS SHOWN
DATE: JULY 2, 2002
PROJECT: 02154

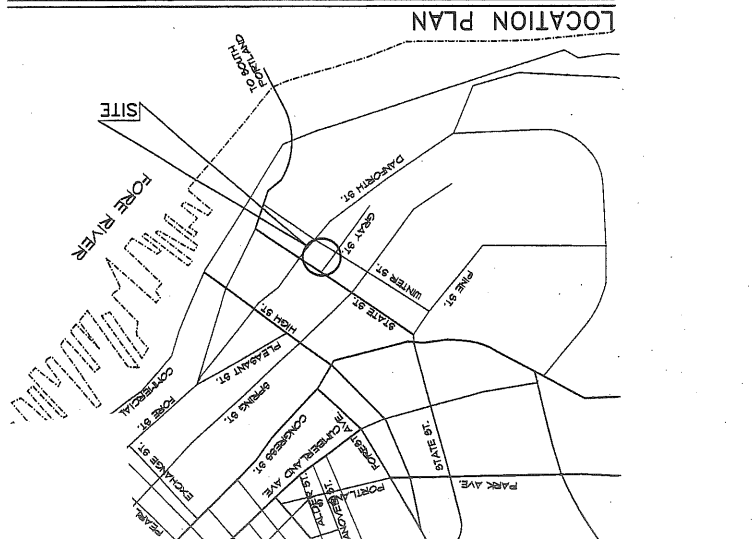
CHK BY: TSG
DESIGN BY: TSG
DRN BY: JDC

STATE OF MAINE PROFESSIONAL ENGINEER
THOMAS S. GREER
4205
9/3/02

REV.	DATE	DESCRIPTION
1	9/3/02	REVISED PARKING & DUTY-FESTER LOCATION



- GENERAL NOTES
- SCALE: 1" = 150' ±
1. OWNER/DEVELOPER: SAINT DOMINIC'S HOUSING LIMITED PARTNERSHIP, 510 CUMBERLAND AVENUE, PORTLAND, MAINE 04101.
 2. ARCHITECT: THE ARCHITECTS, PORTLAND, MAINE.
 3. ENGINEERS: PINKHAM & GREER CONSULTING ENGINEERS, FALMOUTH, MAINE.
 4. TOPOGRAPHY TAKEN FROM CITY OF PORTLAND AERIAL PHOTOGRAPHY. ELEVATIONS ARE BASED ON CITY DATUM.
 5. BOUNDARY INFORMATION BY OWEN HASKELL, PORTLAND, MAINE. SEE DEED REFERENCE #.
 6. SEE "CONDOMINIUM PLAN" BY THE ARCHITECTS, PORTLAND, MAINE FOR EASEMENT DESCRIPTION.
 7. LANDSCAPE DESIGN BY THE ARCHITECTS, PORTLAND, MAINE.
 8. ZONE: R-6, RESIDENTIAL.
 9. TAX MAP REFERENCE: MAP 44, BLOCK H, LOTS 4.
 10. TOTAL LOT SIZE: 29,299 s.f.
 11. UNIT AREA: 12,975 s.f.
 12. UNIT BUILDING FOOTPRINT: 4,870 s.f.
 13. NO OPEN SPACE OR PUBLIC USE AREAS ARE INCLUDED IN THIS SUBDIVISION. PARKING: 19 SPACES.
 14. LOT TO BE SERVICED BY EXISTING PUBLIC GAS, SEWER AND WATER.
 15. TRASH WILL BE STORED IN THE ENCLOSED OUTDOORS FOR COLLECTION BY PROP PERSONNEL.
 16. SOILS AS SHOWN IN "SOIL SURVEY CUMBERLAND COUNTY, MAINE" PUBLISHED BY SOILS CONSERVATION SERVICE ARE CLASSIFIED AS HINCKLEY.
 17. THIS PROJECT IS THE CONVERSION OF A LOT INTO 2 CONDOMINIUM UNITS AND THE SUBDIVISION OF UNIT 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100.
 18. OWNER IS TO REMOVE SHOW AS NEEDED.
 19. CALL DIG-SAFE (1-800-275-4977) PRIOR TO BEGINNING WORK.



Saint Dominic's Irish Heritage Center

Irish Heritage Center

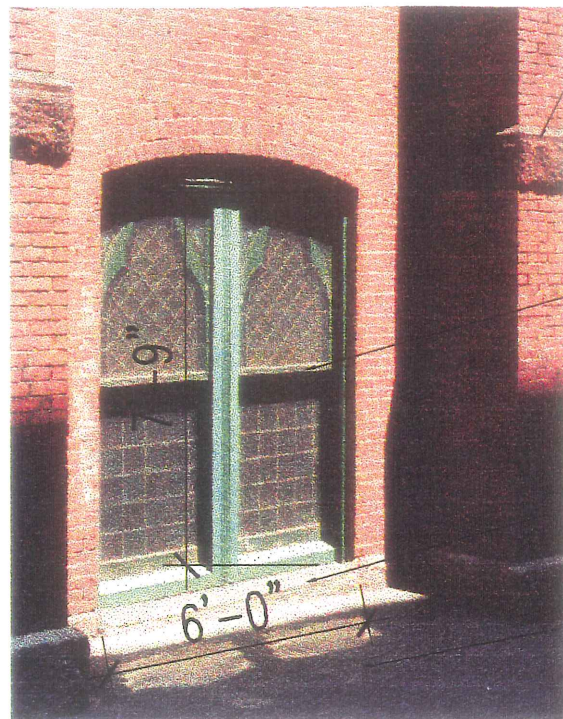
Portland, Maine



TFH ARCHITECTS
 100 COMERCIAL STREET
 PORTLAND MAINE 04101
 TELEPHONE 207 775 6141
 ARCHITECTURE PLANNING

REVISED:	
DATE:	5/27/02
PROJECT No.	131
DRAWN BY:	CSC
CHECKED BY:	
SCALE:	N/A

SHEET TITLE:
 ATTACHMENT A



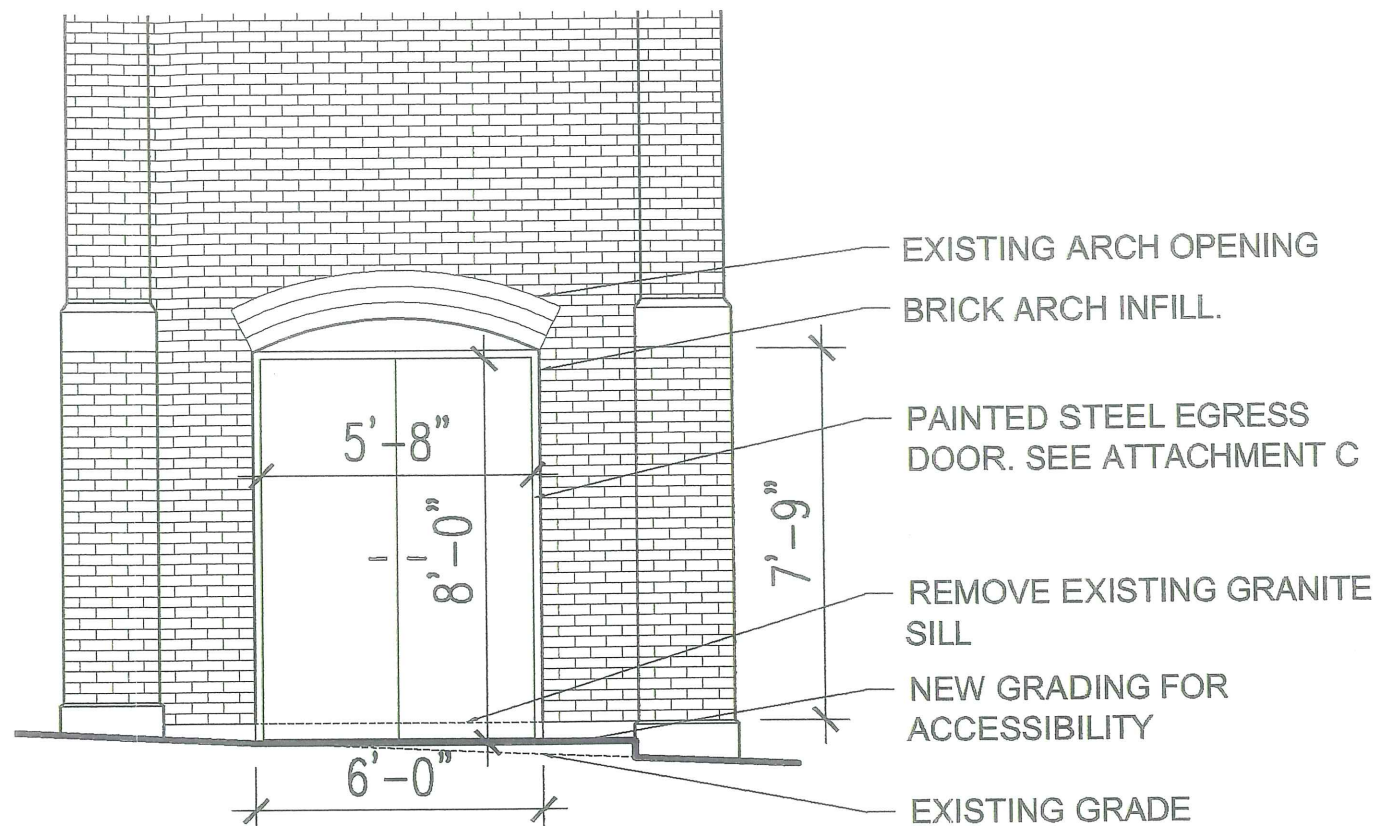
BROWNSTONE TO BE CLEANED AND REPAIRED.

REMOVE EXISTING WINDOW. WINDOW TO BE PRESERVED IN IHC LIBRARY.

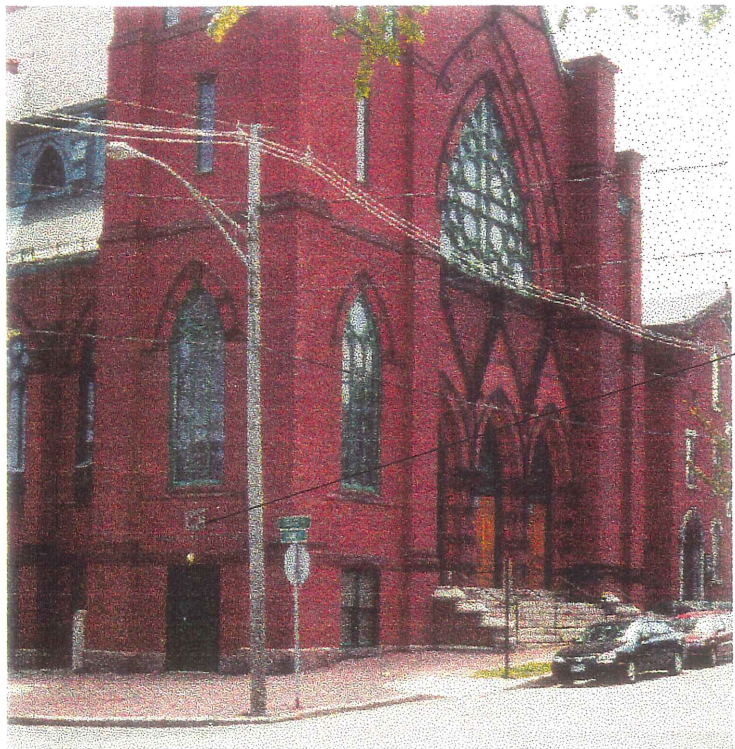
REMOVE EXISTING GRANITE SILL.

EXISTING BITUMINOUS PAVING TO BE REMOVED AND REPLACE WITH COMBINATION OF BRICK AND GRANITE PAVERS.

1 EGRESS DOOR: EXISTING WINDOW
 VIEW F

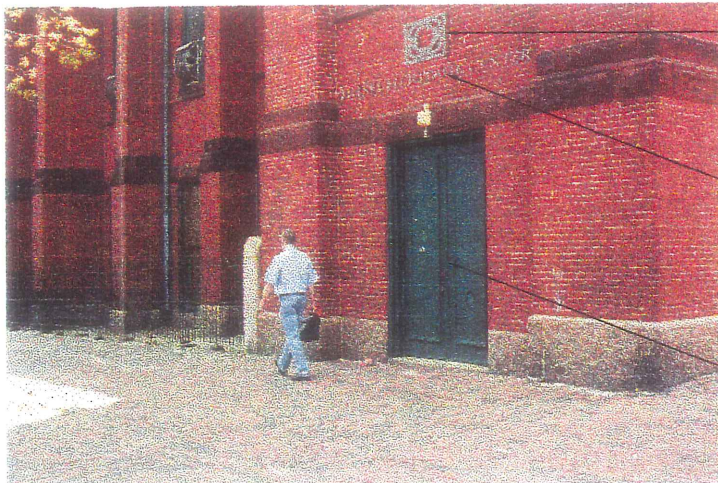


2 EGRESS DOOR: ELEVATION
 1/4" = 1'-0"



NEW SIGN

1 NEW SIGN AT PRIMARY ENTRANCE
VIEW A



NEW SIGN, 24" X 24" METAL IHC LOGO MOUNTED 2" FROM FACE OF BRICK

NEW SIGN, 6" METAL LETTERS STILT MOUNTED 2" FROM FACE OF BRICK.

REPAIR EXISTING DOOR.

2 NEW SIGN AT PRIMARY ENTRANCE
VIEW A (CLOSE UP)

Saint Dominic's Irish Heritage Center
Irish Heritage Center
Portland, Maine

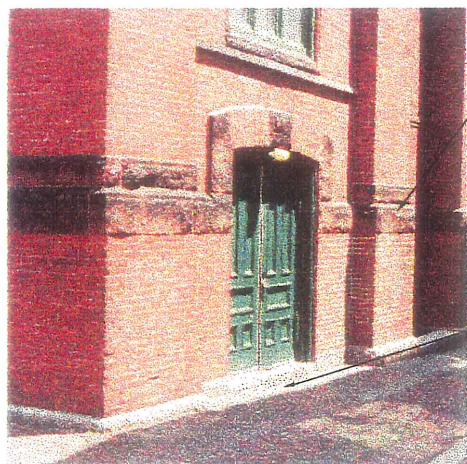


TFH ARCHITECTS
100 COMERCIAL STREET
PORTLAND MAINE 04101
TELEPHONE 207 775 6141
ARCHITECTURE PLANNING

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CHECKED BY:	
SCALE:	N/A

SHEET TITLE:
ATTACHMENT A



BROWNSTONE TO BE CLEANED AND REPAIRED.

REGRADE BRICK WALKWAY TO ALLOW FOR HANDICAP ACCESSIBILITY

3 ACCESSIBLE ENTRANCE
VIEW C



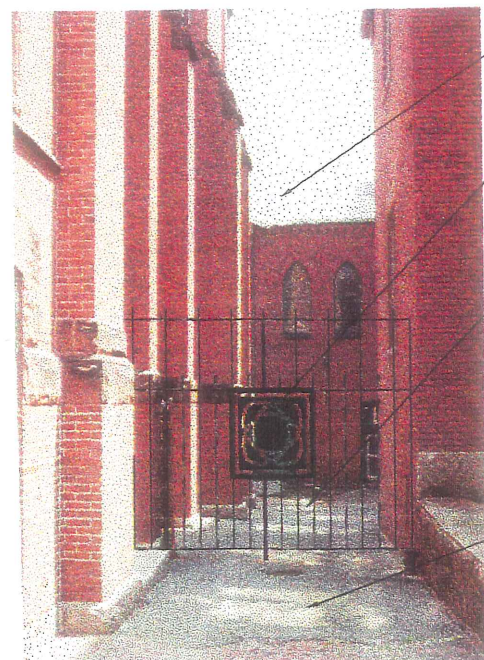
EXISTING WOOD DOOR

ACCESSIBILTY SIGN

NEW GRADE

EXISTING GRADE

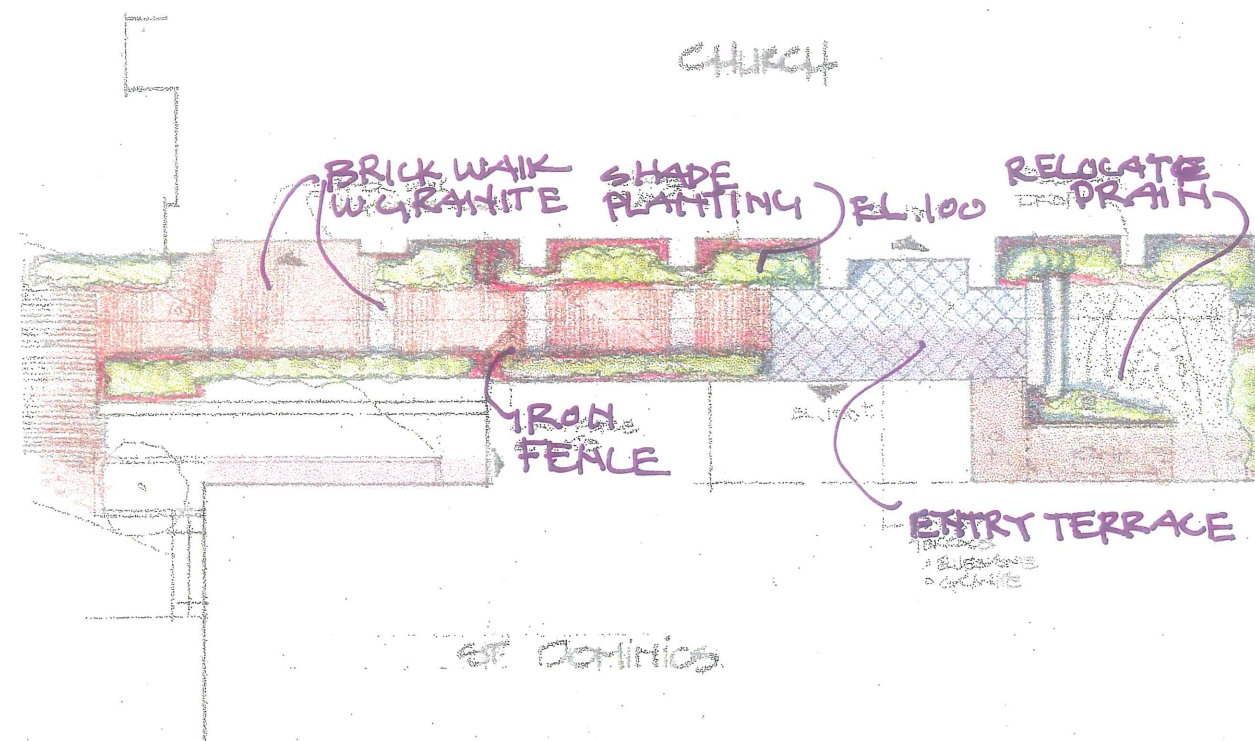
4 ACCESSIBLE ENTRANCE: ELEVATION
1/4" = 1'-0"



SLATE ROOF RESTORED.

MEDITATION/SCULPTURE GARDEN BEYOND, SEE PLAN THIS PAGE.

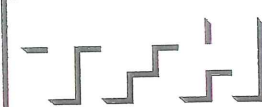
REPAVE WALK WITH COMBINATION BRICK AND GRANITE PAVERS, SEE PLAN THIS PAGE



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Irish Heritage Center

Portland, Maine



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SCALE:	N/A

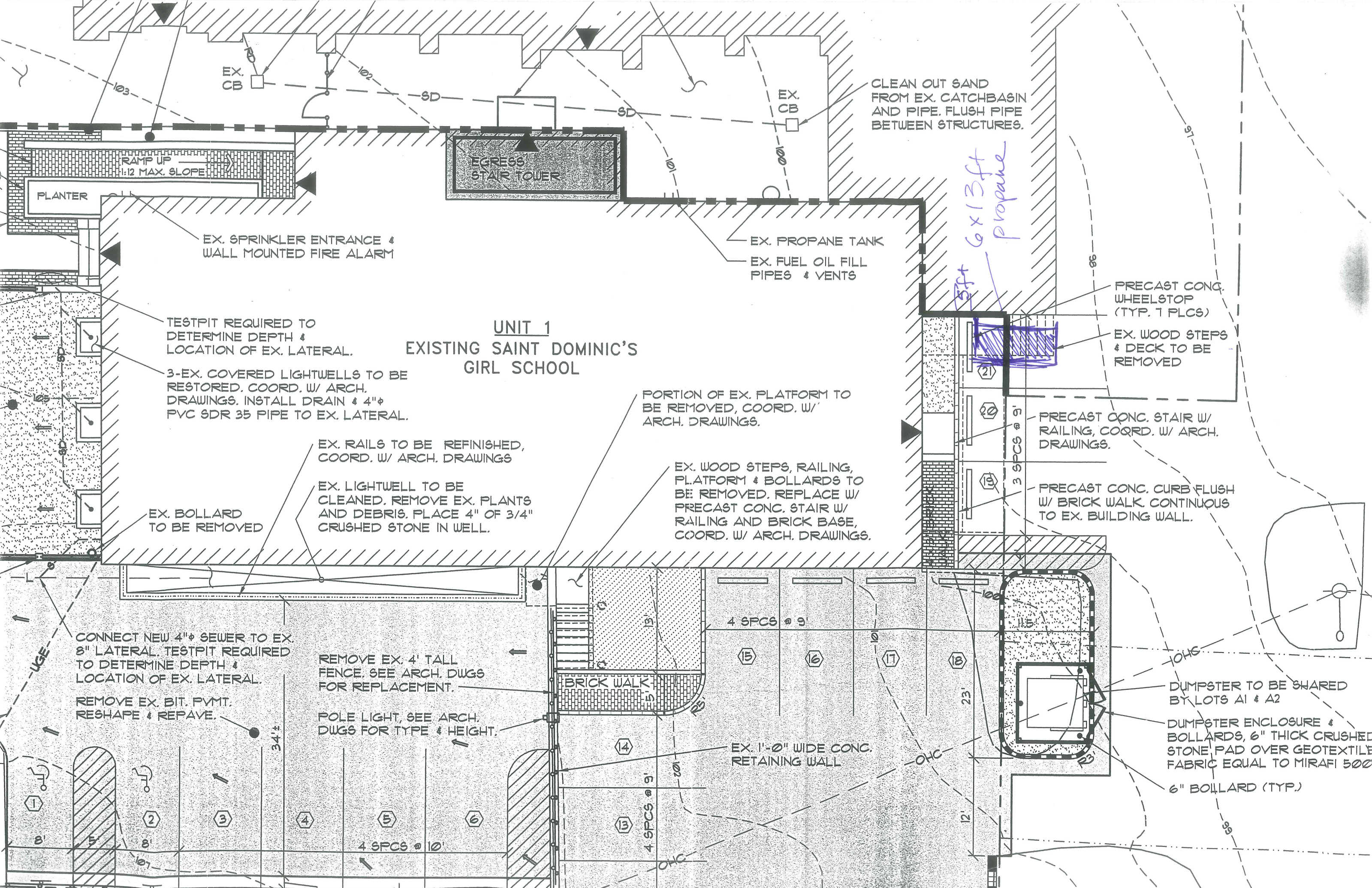
SHEET TITLE:
ATTACHMENT A

1 MEDITATION AND SCULPTURE GARDEN
VIEW D

2 MEDITATION AND SCULPTURE GARDEN: SKETCH PLAN
1/16" = 1'-0" +/-

**UNIT 1
EXISTING SAINT DOMINIC'S
GIRL SCHOOL**

CLEAN OUT SAND FROM EX. CATCHBASIN AND PIPE. FLUSH PIPE BETWEEN STRUCTURES.



EX. SPRINKLER ENTRANCE & WALL MOUNTED FIRE ALARM

EX. PROPANE TANK
EX. FUEL OIL FILL PIPES & VENTS

TESTPIT REQUIRED TO DETERMINE DEPTH & LOCATION OF EX. LATERAL.

3-EX. COVERED LIGHTWELLS TO BE RESTORED. COORD. W/ ARCH. DRAWINGS. INSTALL DRAIN & 4" PVC SDR 35 PIPE TO EX. LATERAL.

EX. RAILS TO BE REFINISHED, COORD. W/ ARCH. DRAWINGS

EX. LIGHTWELL TO BE CLEANED. REMOVE EX. PLANTS AND DEBRIS. PLACE 4" OF 3/4" CRUSHED STONE IN WELL.

EX. BOLLARD TO BE REMOVED

PORTION OF EX. PLATFORM TO BE REMOVED, COORD. W/ ARCH. DRAWINGS.

EX. WOOD STEPS, RAILING, PLATFORM & BOLLARDS TO BE REMOVED. REPLACE W/ PRECAST CONC. STAIR W/ RAILING AND BRICK BASE, COORD. W/ ARCH. DRAWINGS.

PRECAST CONC. WHEELSTOP (TYP. 7 PLCS)

EX. WOOD STEPS & DECK TO BE REMOVED

PRECAST CONC. STAIR W/ RAILING, COORD. W/ ARCH. DRAWINGS.

PRECAST CONC. CURB FLUSH W/ BRICK WALK. CONTINUOUS TO EX. BUILDING WALL.

CONNECT NEW 4" SEWER TO EX. 8" LATERAL. TESTPIT REQUIRED TO DETERMINE DEPTH & LOCATION OF EX. LATERAL.

REMOVE EX. BIT. PAVT. RESHAPE & REPAVE.

REMOVE EX. 4' TALL FENCE. SEE ARCH. DWGS FOR REPLACEMENT.

POLE LIGHT, SEE ARCH. DWGS FOR TYPE & HEIGHT.

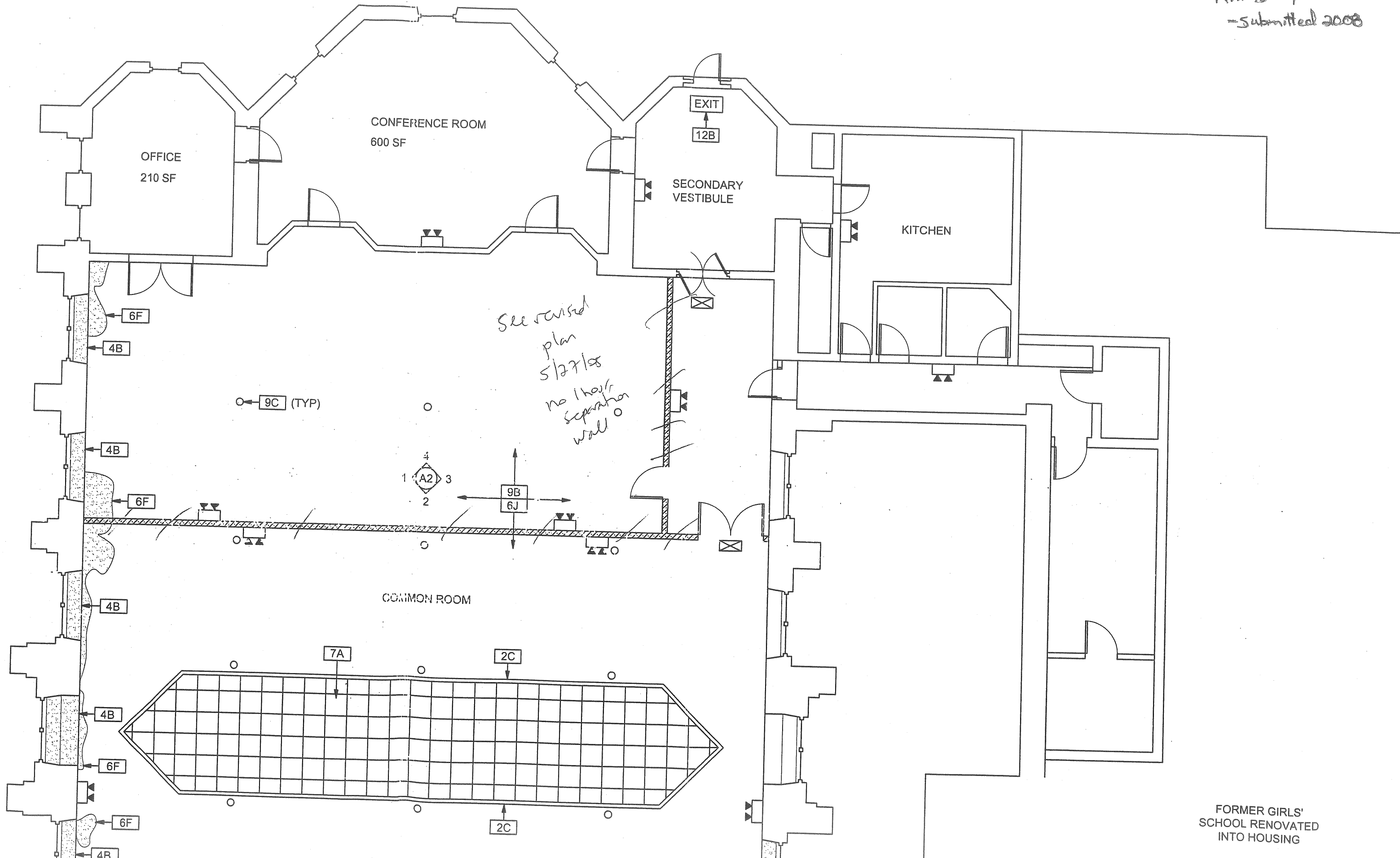
EX. 1'-0" WIDE CONC. RETAINING WALL

DUMPSTER TO BE SHARED BY LOTS A1 & A2

DUMPSTER ENCLOSURE & BOLLARDS, 6" THICK CRUSHED STONE PAD OVER GEOTEXTILE FABRIC EQUAL TO MIRAFI 500

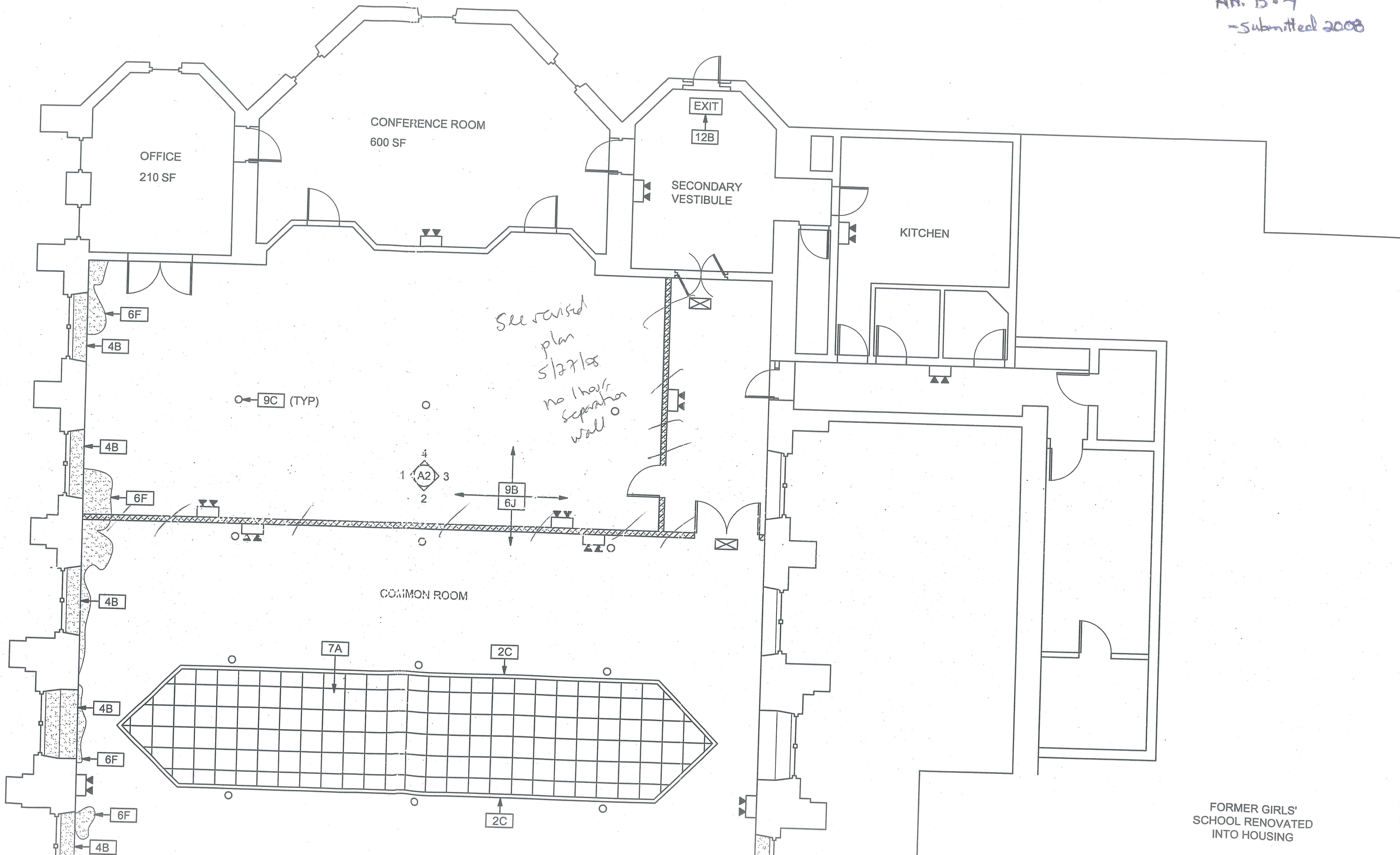
6" BOLLARD (TYP.)

AH. B-4
-submitted 2008



FORMER GIRLS'
SCHOOL RENOVATED
INTO HOUSING

AH. B-4
-submitted 2008



FORMER GIRLS'
SCHOOL RENOVATED
INTO HOUSING