

Listed below are key characters (in bold) for searching within this file.

Hold down the control key and select the “f” key. Enter either a key character from the list below or document name and select enter for a list of documents containing the search word you entered.

APL – all documents behind this target sheet pertain to the original application submitted by the Applicant.

PBM1 – all documents behind this target sheet are any Planning Board memos with attachments that went to the Board.

PBR1 - all documents behind this target sheet are any Planning Board reports with attachments that went to the Board.

CC1 - all documents behind this target sheet are any City Council memos/reports that went to the City Council.

DRC1 - all documents behind this target sheet are those pertaining to the post review of the project by the Development Review Coordinator.

MISC1 - all documents behind this target sheet are those that may not be included in any of the categories above.



Attorneys at Law

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(207) 775-7935 (Fax)
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KENNETH BAIRD
(1914-1987)

M. DONALD GARDNER
(1918-2003)

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KENNETH M. COLE III
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LAWRENCE R. CLOUGH
ALAN R. ATKINS
RONALD A. EPSTEIN
WILLIAM H. DALE
JOSEPH H. GROFF III
F. BRUCE SLEEPER
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R. LEE IVY
ROGER P. ASCH
FRANK K. N. CHOWDRY
NATALIE L. BURNS
SALLY J. DAGGETT
BRENDAN P. RIELLY
SUZANNE R. SCOTT
LORAINÉ L. HITE
MARCIA G. CORRADINI
NICHOLAS J. MORRILL
MARK A. BOWER
JENNIFER W. PETERS

December 10, 2010

Hand-Delivered

Alexander Q. Jaegerman
Director of Planning
City of Portland
389 Congress Street
Portland, ME 04101

Re: Application of the Maine Irish Heritage Center for Conditional Use

Dear Alex:

Enclosed please find the Maine Irish Heritage Center's Conditional Use Application for approval to hold an indoor farmer's market in the lower level of its facility located at 34 Gray Street in Portland.

I have attached a short narrative to the application that addresses the number of vendors the Maine Irish Heritage Center expects to participate in the weekly farmer's market, as well as any concerns there may be as to parking at the Center.

It is my understanding that the Center's request is scheduled to be heard by the Planning Board on Tuesday, December 14, 2010. I expect that Vinny O'Malley will be attending the hearing on behalf of the Center.

If you have any questions or need any further information in regard to this matter, please let me know.

Sincerely,

Patricia M. Dunn

PMD/lts

Enclosures

cc: Maine Irish Heritage Center



Conditional Use Application PORTLAND, MAINE

Department of Planning and Urban Development,
Planning Division and Planning Board

PROJECT NAME AND ADDRESS:

Maine Irish Heritage Center, PO BOX 7588, PORTLAND, ME 04112

CHART/BLOCK/LOT: Chart #44 Block #14 Lot #4

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. Dominic's Condominium - See Attachment A

(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.)

VICINITY MAP: Attach a map showing the subject parcel and abutting parcels, labeled as to ownership and/or current use.

EXISTING USE: Describe the existing use of the subject property.

Community Hall in R-6 Zone with conditional use permit for rental of office space to other non-profit organizations

TYPE OF CONDITIONAL USE PROPOSED:

Indoor winter Farmer's Market See Attachment B

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')

CONDITIONAL USE AUTHORIZED BY: SECTION 14- _____

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:

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

AGENT/REPRESENTATIVE

Name: R. Vincent O'Malley
Address: 8 Alton Way
Portland, ME 04103
Zip Code: 04103
Work #: _____
Cell #: (207) 232-2001
Fax #: _____
Home: _____
E-mail: _____

ENGINEER

Name: N/A
Address: _____
Zip Code: _____
Work #: _____
Cell #: _____
Fax #: _____
Home: _____
E-mail: _____

ARCHITECT

Name: N/A
Address: _____
Zip Code: _____
Work #: _____
Cell #: _____
Fax #: _____
Home: _____
E-mail: _____

CONSULTANT

Name: N/A
Address: _____
Zip Code: _____
Work #: _____
Cell #: _____
Fax #: _____
Home: _____
E-mail: _____

SURVEYOR

Name: N/A
Address: _____
Zip Code: _____
Work #: _____
Cell #: _____
Fax #: _____
Home: _____
E-mail: _____

ATTORNEY

Name: Patricia M. Dunn
Address: 10 Free Street, PO Box 1436
Zip Code: 04112
Work #: (207) 775-7271
Cell #: _____
Fax #: (207) 775-7935
Home: _____
E-mail: pdunn@jbg.h.com

CONTACT INFORMATION:

APPLICANT

Name: Maine Irish Heritage Center
Address: P.O. Box 7588
Portland, ME
Zip Code: 04112
Work #: (207) 780-0118
Cell #: _____
Fax #: _____
Home: _____
E-mail: irishhc@maine.rr.com

PROPERTY OWNER

Name: Irish Heritage Center (aka Maine Irish Heritage Center)
Address: P.O. Box 7588
Portland, ME
Zip Code: 04112
Work #: (207) 780-0118
Cell #: _____
Fax #: _____
Home: _____
E-mail: irishhc@maine.rr.com

BILLING ADDRESS

Name: Same as above
Address: _____

Zip: _____
Work #: _____
Cell #: _____
Fax #: _____
Home: _____
E-mail: _____

~As applicable, please include additional contact information on the next page~

PROJECT DATA

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

Total Site Area _____ sq. ft.
 Proposed Total Disturbed Area of the Site 0 sq. ft.
 (If the proposed disturbance is greater than one acre, then the applicant shall apply for a Maine Construction General Permit (MCGP) with DEP and a Stormwater Management Permit, Chapter 500, with the City of Portland)

IMPERVIOUS SURFACE AREA

Proposed Total Paved Area _____ sq. ft.
 Existing Total Impervious Area _____ sq. ft.
 Proposed Total Impervious Area _____ sq. ft.
 Proposed Impervious Net Change _____ sq. ft.

BUILDING AREA

Existing Building Footprint _____ sq. ft.
 Proposed Building Footprint _____ sq. ft.
 Proposed Building Footprint Net change _____ sq. ft.
 Existing Total Building Floor Area _____ sq. ft.
 Proposed Total Building Floor Area _____ sq. ft.
 Proposed Building Floor Area Net Change _____ sq. ft.
 New Building _____ (yes or no)

ZONING

Existing _____
 Proposed, if applicable _____

LAND USE

Existing _____
 Proposed _____

RESIDENTIAL, IF APPLICABLE

Proposed Number of Affordable Housing Units _____
 Proposed Number of Residential Units to be Demolished N/A
 Existing Number of Residential Units _____
 Proposed Number of Residential Units _____
 Subdivision, Proposed Number of Lots _____

PARKING SPACES

Existing Number of Parking Spaces _____
 Proposed Number of Parking Spaces _____
 Number of Handicapped Parking Spaces _____
 Proposed Total Parking Spaces _____

BICYCLE PARKING SPACES

Existing Number of Bicycle Parking Spaces _____
 Proposed Number of Bicycle Parking Spaces _____
 Total Bicycle Parking Spaces _____

ESTIMATED COST OF PROJECT

0

Please answer the following with a Yes/No response on all that apply to the proposed development

Institutional	_____	Change of Use	<u>NO</u>
Parking Lot	<u>NO</u>	Design Review	<u>NO</u>
Manufacturing	<u>NO</u>	Flood Plain Review	<u>NO</u>
Office	<u>NO</u>	Historic Preservation	_____
Residential	<u>NO</u>	Housing Replacement	<u>NO</u>
Retail/Business	_____	14-403 Street Review	<u>NO</u>
Warehouse	<u>NO</u>	Shoreland	<u>NO</u>
Single Family Dwelling	<u>NO</u>	Site Location	<u>NO</u>
2 Family Dwelling	<u>NO</u>	Stormwater Quality	<u>NO</u>
Multi-Family Dwelling	<u>NO</u>	Traffic Movement	<u>NO</u>
B-3 Ped Activity Review	<u>NO</u>	Zoning Variance	<u>NO</u> (or date)
		Historic Dist./Landmark	<u>NO</u>
		Off Site Parking	_____

APPLICATION FEE:

Check all reviews that apply. Payment may be made in cash or check to the City of Portland.

<p>Major Development (more than 10,000 sq. ft.)</p> <p><input type="checkbox"/> Under 50,000 sq. ft. (\$500.00)</p> <p><input type="checkbox"/> 50,000 - 100,000 sq. ft. (\$1,000.00)</p> <p><input type="checkbox"/> Parking Lots over 100 spaces (\$1,000.00)</p> <p><input type="checkbox"/> 100,000 - 200,000 sq. ft. (\$2,000.00)</p> <p><input type="checkbox"/> 200,000 - 300,000 sq. ft. (\$3,000.00)</p> <p><input type="checkbox"/> Over 300,000 sq. ft. (\$5,000.00)</p> <p><input type="checkbox"/> After-the-fact Review (\$1,000.00 plus applicable application fee)</p>	<p>Plan Amendments</p> <p><input type="checkbox"/> Planning Staff Review (\$250.00)</p> <p><input type="checkbox"/> Planning Board Review (\$500.00)</p> <p>Subdivision</p> <p><input type="checkbox"/> Subdivision (\$500.00) + amount of lots _____ (\$25.00 per lot) \$ _____ + (applicable Major site plan fee)</p>
<p>Minor Site Plan Review</p> <p><input type="checkbox"/> Less than 10,000 sq. ft. (\$400.00)</p> <p><input type="checkbox"/> After-the-fact Review (\$1,000.00 plus applicable application fee)</p> <p>Zoning</p> <p><input type="checkbox"/> Conditional Use (\$100.00)</p>	<p>Other Reviews</p> <p><input type="checkbox"/> Site Location of Development (\$3,000.00) (except for residential projects which shall be \$200.00 per lot _____)</p> <p><input type="checkbox"/> Traffic Movement (\$1,000.00)</p> <p><input type="checkbox"/> Storm water Quality (\$250.00)</p> <p><input type="checkbox"/> Section 14-403 Review (\$400.00 + \$25.00 per lot)</p> <p><input type="checkbox"/> Other _____</p>

Application Fees

- Each application must be submitted with the applicable fees as listed in the fee structure above. The fees cover general administrative processing costs.
- Application fees may be paid in cash or by check (addressed to the City of Portland).
- An application will not be processed without the required application fees.

Noticing/Advertisements for Planning Board Review

- Legal Advertisement: Percent of total bill
- Notices: .75 cents each
- Public notices must be sent to property owners with 500 feet for all proposals at the time an application is received. Industrial project require notices to be sent to property owners with 1,000 feet.
- Prior to any workshop or public hearing meetings, notices will be sent to property owners. The item will also appear on a legal ad that is published in the Portland Press Herald and on the City's web site.
- The applicant will be billed for actual or apportioned costs for advertising and sending of meeting notices.

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.

<p>Signature of Applicant: <i>R. V. [unclear] Malley</i></p>	<p>Date: 12/10/10</p>
--	-----------------------

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 151/152 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.

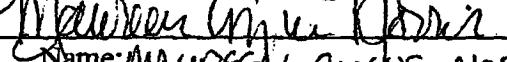

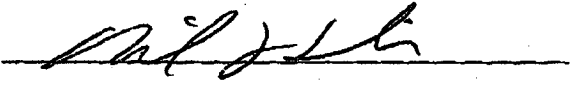
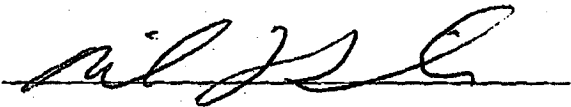
Being a portion of the premises conveyed to the Grantors by the City of Portland by deed of even or near date to be recorded herewith.

IN WITNESS WHEREOF, the Grantors have caused this instrument to be executed by their duly authorized representatives this 30 day of December, 2002.

WITNESS:

ST. DOM'S HOUSING ASSOCIATES
LIMITED PARTNERSHIPBY: St. Dom's Family Housing, Inc., its
General PartnerBy: 
Ethan Strimling, its President

IRISH HERITAGE CENTER

By: 
Name: MAUREEN COYNE NORRIS
Title: PRESIDENTBy: 
Name: Michelle A Doyle
Title: Secretary

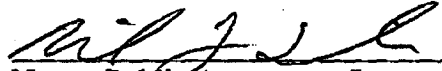
Received
Recorded Register of Deeds
Dec 30, 2002 03:25:15P
Cumberland County
John B. O'Brien

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,

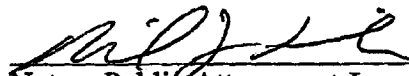

Notary Public/Attorney-at-Law
Printed Name: Michael J. Quinlan
My commission expires: _____

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: _____

ATTACHMENT B

The Maine Irish Heritage Center (MIHC) is requesting approval to hold an indoor farmers' market in the lower level of its facility located at 34 Gray Street, Portland, Maine. The MIHC has a conditional use permit to use its facility as a community hall located in the R-6 zone. The recent amendment of the City's zoning ordinance now permits a farmer's market to operate in community halls in the R-6 zone.

The indoor farmer's market will be held on Saturdays with permitted hours of operation between 8 am and 2 pm. MIHC expects the indoor farmer's market to begin operating in January, 2011 and continue until April, 2011. Thereafter, the MIHC would expect the farmer's market to operate on Saturdays from late fall to early spring.

The MIHC expects approximately 15 vendors to participate in each week's farmer's market and that the vendors will be transporting their product in vans and pick-up trucks and not large trucks.

The MIHC submitted a parking management plan that was approved as part of the Planning Board's review of its conditional use application in 2002. That plan, which remains in effect, includes a statement from Catholic Charities Central Office permitting the MIHC to use the twenty nine (29) parking spaces in its lot at 66 State Street during hours in which the tenants of their facility are not in operation. The tenants of that facility do not operate on Saturdays, leaving the parking spaces available for use by the MIHC. That lot is immediately adjacent to the back entrance to the MIHC and the six (6) parking spaces owned by the MIHC. A copy of the 2002 parking plan is attached.

The MIHC believes that the indoor farmer's market will attract many customers who live in the neighborhood, including residents of 100 State Street, who will walk to the market and not have a need for parking. Public transportation to the MIHC is readily available as there is a METRO stop less than a block from the center.

The MIHC has held several events over the last few years where the attendance has exceeded two hundred people. The MIHC received no complaints about parking issues for any of these events.

The MIHC believes that its parking plan will meet the needs of the farmer's market.

IHC PARKING MANAGEMENT PLAN

Revised 9/16/02

AH
4.14

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

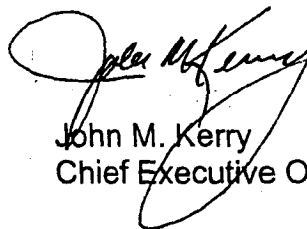
John M. Kerry
Chief Executive Officer

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 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

September 24, 2002

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

Dear Linda:

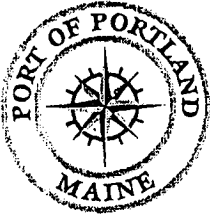
This letter is written to offer PROP's full cooperation in assisting with the parking management plan for the Irish Heritage Center.

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", with a long horizontal line 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

CHEVERUS

The Jesuit College Preparatory School of Maine

4.25

30 May 2002

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

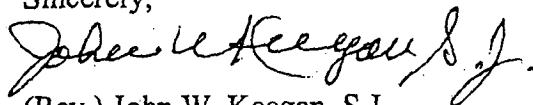
To whom it may concern:

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 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

PBR1



PLANNING BOARD REPORT PORTLAND, MAINE

Winter Farmer's Market in Irish Heritage Center
34 Gray Street
Irish Heritage Center, Applicant

Submitted to: Chair Hall, Portland Planning Board Public Hearing Date: December 14, 2010	Prepared by: Alexander Jaegerman, Planning Division Director Date: December 10, 2020
---	--

I. INTRODUCTION

On December 6, 2010, the City Council voted to amend the definition of Community Hall, Section 14-47 to include the following new language:

In the R-6 residential zone only, the building can also be used for a farmer's market pursuant to chapter 21 of this code and the requirements set forth therein.

The text amendment to Chapter 21, the Farmer's Markets ordinance, adds language to the locations for farmer's markets to include: "...and Saturdays from 8:00 AM until 2:00 PM in community halls located in R-6 residential zones." These amendments were enacted with an emergency enactor to go into effect immediately so that the Irish Heritage Center can proceed to complete their conditional use review before the Planning Board and begin their proposed winter farmers market operation in January.

It has been determined by Marge Schmuckal, Zoning Administrator, that although the Irish Heritage Center has previously been approved for the community hall conditional use by the Planning Board, the definition amendment and activation of the new winter farmers market use in the building requires a further conditional use review.

Notices were sent to property owners within 500 feet of the site and the legal ad appeared in the Portland Press Herald on November December 6 and 7th, 2010.

II. INSTITUTIONAL CONDITIONAL USE REVIEW

The Irish Heritage Center is located in the former St. Dominic's Church at 34 Gray Street, which is in the Residential R-6 zone. The center received conditional use approval as a community center in 2002. The conditional use was amended in 2008 to allow non-profit offices to occupy a portion of the basement level. As noted above, the Council recently adopted the text amendments to allow farmers markets in a community center. The Irish Heritage Center is before the Planning

Board seeking to expand their conditional use approval in order to host a winter farmers market at this facility. Following are the applicable conditional use criteria with the staff review comments:

Residential R-6

Sec. 14-137 Conditional Uses.

e In the case of Community Halls:

i. *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.

ii. *The structure was built for institutional or other non-residential uses;*

The structure was built as St. Dominic's Church.

iii. *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. The proposed change in the conditional use permit is to allow the Maine Irish Heritage Center to operate a winter farmers market.

iv. *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. The parking management plan remains in effect. 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. Attorney Ladd has indicated that these 29 spaces are available for the Saturday market. As a designated historic structure, the zoning code does not require parking spaces for this use.

At this time, the only issue we have identified is the parking and loading activities for the winter market. It might be desirable for farmers' trucks to park off site, rather than the immediate neighborhood of the IHC while the market is in operation. This is similar to the provision applied to the St. Lawrence conditional rezone that tour and concert busses and trucks park remotely from the facility after load-in. The Planning Board may want to consider such a condition be placed on the use; however the suggested motion below does not include this condition.

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 use is within the lower floor area building.

- 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 Board Report dated December 10, 2010 relevant to standards for R-6 Community Hall conditional use review, and other findings as follows:

1. That the proposed modifications to the Conditional Use to allow Maine Irish Heritage Center operate a winter farmers market **[are/ are not]** in conformance with the R6 Conditional Use Regulations of the Land Use Code (section 14-137 and 14-474).

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



Attorneys at Law

KENNETH M. COLE III
NICHOLAS S. NADZO
FRANK H. FRYE
DAVID J. JONES
MICHAEL A. NELSON
RICHARD H. SPENCER, JR.
LAWRENCE R. CLOUGH
ALAN R. ATKINS
RONALD A. EPSTEIN
WILLIAM H. DALE
JOSEPH H. GROFF III
F. BRUCE SLEEPER
DEBORAH M. MANN
LESLIE E. LOWRY III

PATRICIA M. DUNN
MICHAEL J. QUINLAN
R. LEE IVY
ROGER P. ASCH
FRANK K. N. CHOWDRY
NATALIE L. BURNS
SALLY J. DAGGETT
BRENDAN P. RIELLY
SUZANNE R. SCOTT
LORAINNE L. HITE
MARCIA G. CORRADINI
NICHOLAS J. MORRILL
MARK A. BOWER
JENNIFER W. PETERS

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(207) 775-7935 (Fax)
www.jbgh.com

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(1908-2002)

KENNETH BAIRD
(1914-1987)

M. DONALD GARDNER
(1918-2003)

YORK COUNTY
OFFICE

11 MAIN STREET, SUITE 4
KENNEBUNK, MAINE 04043

(207) 985-4676 (Phone)
(207) 985-4932 (Fax)

December 10, 2010

Hand-Delivered

Alexander Q. Jaegerman
Director of Planning
City of Portland
389 Congress Street
Portland, ME 04101

Re: *Application of the Maine Irish Heritage Center for Conditional Use*

Dear Alex:

Enclosed please find the Maine Irish Heritage Center's Conditional Use Application for approval to hold an indoor farmer's market in the lower level of its facility located at 34 Gray Street in Portland.

I have attached a short narrative to the application that addresses the number of vendors the Maine Irish Heritage Center expects to participate in the weekly farmer's market, as well as any concerns there may be as to parking at the Center.

It is my understanding that the Center's request is scheduled to be heard by the Planning Board on Tuesday, December 14, 2010. I expect that Vinny O'Malley will be attending the hearing on behalf of the Center.

If you have any questions or need any further information in regard to this matter, please let me know.

Sincerely,

Patricia M. Dunn

PMD/lts
Enclosures
cc: Maine Irish Heritage Center



**Conditional Use Application
PORTLAND, MAINE**

Department of Planning and Urban Development,
Planning Division and Planning Board

PROJECT NAME AND ADDRESS:

Maine Irish Heritage Center, PO Box 7588, PORTLAND, ME 04112

CHART/BLOCK/LOT: Chart #44 Block #14 Lot #4

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. Dominic's Condominium - See Attachment A

(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.)

VICINITY MAP: Attach a map showing the subject parcel and abutting parcels, labeled as to ownership and/or current use.

EXISTING USE: Describe the existing use of the subject property.

Community Hall in R-6 Zone with conditional use permit for rental of office space to other non-profit organizations

TYPE OF CONDITIONAL USE PROPOSED:

Indoor winter Farmer's Market See Attachment B

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')

CONDITIONAL USE AUTHORIZED BY: SECTION 14- _____

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.

CONTACT INFORMATION:

APPLICANT

Name: Maine Irish Heritage Center
Address: P.O. BOX 7588
Portland, ME
Zip Code: 04112
Work #: (207) 780-0118
Cell #: _____
Fax #: _____
Home: _____
E-mail: irishhc@maine.cc.com

PROPERTY OWNER

Name: Irish Heritage Center (a/k/a Maine Irish Heri
Center
Address: P.O. BOX 7588
Portland, ME
Zip Code: 04112
Work #: (207) 780-0118
Cell #: _____
Fax #: _____
Home: _____
E-mail: (irishhc@maine.cc.com

BILLING ADDRESS

Name: Same as above
Address: _____

Zip: _____
Work #: _____
Cell #: _____
Fax #: _____
Home: _____
E-mail: _____

~As applicable, please include additional contact information on the next page~

Lauren

AGENT/REPRESENTATIVE

Name: P. Vincent O'Malley
Address: 8 Milton Way
Portland, ME 04103
Zip Code: 04103
Work #: _____
Cell #: (207) 232-2001
Fax #: _____
Home: _____
E-mail: vomalley1@
myfairpoint.net

ENGINEER

Name: N/A
Address: _____
Zip Code: _____
Work #: _____
Cell #: _____
Fax #: _____
Home: _____
E-mail: _____

ARCHITECT

Name: N/A
Address: _____
Zip Code: _____
Work #: _____
Cell #: _____
Fax #: _____
Home: _____
E-mail: _____

CONSULTANT

Name: N/A
Address: _____
Zip Code: _____
Work #: _____
Cell #: _____
Fax #: _____
Home: _____
E-mail: _____

SURVEYOR

Name: N/A
Address: _____
Zip Code: _____
Work #: _____
Cell #: _____
Fax #: _____
Home: _____
E-mail: _____

ATTORNEY

Name: Patricia M. Dunn
Address: 10 Free Street, PO Box 1436
Zip Code: 04112
Work #: (207) 775-7271
Cell #: _____
Fax #: (207) 775-7935
Home: _____
E-mail: pdunn@jbggh.com

PROJECT DATA

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

Total Site Area _____ sq. ft.
 Proposed Total Disturbed Area of the Site 0 sq. ft.
 (If the proposed disturbance is greater than one acre, then the applicant shall apply for a Maine Construction General Permit (MCGP) with DEP and a Stormwater Management Permit, Chapter 500, with the City of Portland)

IMPERVIOUS SURFACE AREA

Proposed Total Paved Area _____ sq. ft.
 Existing Total Impervious Area _____ sq. ft.
 Proposed Total Impervious Area _____ sq. ft.
 Proposed Impervious Net Change _____ sq. ft.

BUILDING AREA

Existing Building Footprint _____ sq. ft.
 Proposed Building Footprint _____ sq. ft.
 Proposed Building Footprint Net change _____ sq. ft.
 Existing Total Building Floor Area _____ sq. ft.
 Proposed Total Building Floor Area _____ sq. ft.
 Proposed Building Floor Area Net Change _____ sq. ft.
 New Building _____ (yes or no)

ZONING

Existing _____
 Proposed, if applicable _____

LAND USE

Existing _____
 Proposed _____

RESIDENTIAL, IF APPLICABLE

Proposed Number of Affordable Housing Units N/A
 Proposed Number of Residential Units to be Demolished _____
 Existing Number of Residential Units _____
 Proposed Number of Residential Units _____
 Subdivision, Proposed Number of Lots _____

PARKING SPACES

Existing Number of Parking Spaces _____
 Proposed Number of Parking Spaces _____
 Number of Handicapped Parking Spaces _____
 Proposed Total Parking Spaces _____

BICYCLE PARKING SPACES

Existing Number of Bicycle Parking Spaces _____
 Proposed Number of Bicycle Parking Spaces _____
 Total Bicycle Parking Spaces _____

ESTIMATED COST OF PROJECT

0

Please answer the following with a Yes/No response on all that apply to the proposed development

Institutional	<u>NO</u>	Change of Use	<u>NO</u>
Parking Lot	<u>NO</u>	Design Review	<u>NO</u>
Manufacturing	<u>NO</u>	Flood Plain Review	<u>NO</u>
Office	<u>NO</u>	Historic Preservation	_____
Residential	<u>NO</u>	Housing Replacement	<u>NO</u>
Retail/Business	_____	14-403 Street Review	<u>NO</u>
Warehouse	<u>NO</u>	Shoreland	<u>NO</u>
Single Family Dwelling	<u>NO</u>	Site Location	<u>NO</u>
2 Family Dwelling	<u>NO</u>	Stormwater Quality	<u>NO</u>
Multi-Family Dwelling	<u>NO</u>	Traffic Movement	<u>NO</u>
B-3 Ped Activity Review	<u>NO</u>	Zoning Variance	<u>NO</u> (or date)
		Historic Dist./Landmark	<u>NO</u>
		Off Site Parking	_____

APPLICATION FEE:

Check all reviews that apply. Payment may be made in cash or check to the City of Portland.

<p>Major Development (more than 10,000 sq. ft.)</p> <p><input type="checkbox"/> Under 50,000 sq. ft. (\$500.00)</p> <p><input type="checkbox"/> 50,000 - 100,000 sq. ft. (\$1,000.00)</p> <p><input type="checkbox"/> Parking Lots over 100 spaces (\$1,000.00)</p> <p><input type="checkbox"/> 100,000 - 200,000 sq. ft. (\$2,000.00)</p> <p><input type="checkbox"/> 200,000 - 300,000 sq. ft. (\$3,000.00)</p> <p><input type="checkbox"/> Over 300,000 sq. ft. (\$5,000.00)</p> <p><input type="checkbox"/> After-the-fact Review (\$1,000.00 plus applicable application fee)</p>	<p>Plan Amendments</p> <p><input type="checkbox"/> Planning Staff Review (\$250.00)</p> <p><input type="checkbox"/> Planning Board Review (\$500.00)</p> <p>Subdivision</p> <p><input type="checkbox"/> Subdivision (\$500.00) + amount of lots _____ (\$25.00 per lot) \$ _____ + (applicable Major site plan fee)</p>
<p>Minor Site Plan Review</p> <p><input type="checkbox"/> Less than 10,000 sq. ft. (\$400.00)</p> <p><input type="checkbox"/> After-the-fact Review (\$1,000.00 plus applicable application fee)</p> <p>Zoning</p> <p><input type="checkbox"/> Conditional Use (\$100.00)</p>	<p>Other Reviews</p> <p><input type="checkbox"/> Site Location of Development (\$3,000.00) (except for residential projects which shall be \$200.00 per lot _____)</p> <p><input type="checkbox"/> Traffic Movement (\$1,000.00)</p> <p><input type="checkbox"/> Storm water Quality (\$250.00)</p> <p><input type="checkbox"/> Section 14-403 Review (\$400.00 + \$25.00 per lot)</p> <p><input type="checkbox"/> Other _____</p>

Application Fees

- Each application must be submitted with the applicable fees as listed in the fee structure above. The fees cover general administrative processing costs.
- Application fees may be paid in cash or by check (addressed to the City of Portland).
- An application will not be processed without the required application fees.

Noticing/Advertisements for Planning Board Review

- Legal Advertisement: Percent of total bill
- Notices: .75 cents each
- Public notices must be sent to property owners with 500 feet for all proposals at the time an application is received. Industrial project require notices to be sent to property owners with 1,000 feet.
- Prior to any workshop or public hearing meetings, notices will be sent to property owners. The item will also appear on a legal ad that is published in the Portland Press Herald and on the City's web site.
- The applicant will be billed for actual or apportioned costs for advertising and sending of meeting notices.

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.

<p>Signature of Applicant: <i>F. Vincent O'Malley</i></p>	<p>Date: 12/10/10</p>
---	-----------------------

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 67/158 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 30 day of December, 2002.

WITNESS:

ST. DOM'S HOUSING ASSOCIATES
LIMITED PARTNERSHIP

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

M. Selinger

By: [Signature]
Ethan Strimling, its President

IRISH HERITAGE CENTER

[Signature]

By: [Signature]
Name: MAUREEN COYNE NORRIS
Title: PRESIDENT

[Signature]

By: [Signature]
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

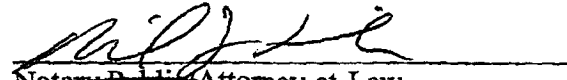
My commission expires: _____

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: _____

ATTACHMENT B

The Maine Irish Heritage Center (MIHC) is requesting approval to hold an indoor farmers' market in the lower level of its facility located at 34 Gray Street, Portland, Maine. The MIHC has a conditional use permit to use its facility as a community hall located in the R-6 zone. The recent amendment of the City's zoning ordinance now permits a farmer's market to operate in community halls in the R-6 zone.

The indoor farmer's market will be held on Saturdays with permitted hours of operation between 8 am and 2 pm. MIHC expects the indoor farmer's market to begin operating in January, 2011 and continue until April, 2011. Thereafter, the MIHC would expect the farmer's market to operate on Saturdays from late fall to early spring.

The MIHC expects approximately 15 vendors to participate in each week's farmer's market and that the vendors will be transporting their product in vans and pick-up trucks and not large trucks.

The MIHC submitted a parking management plan that was approved as part of the Planning Board's review of its conditional use application in 2002. That plan, which remains in effect, includes a statement from Catholic Charities Central Office permitting the MIHC to use the twenty nine (29) parking spaces in its lot at 66 State Street during hours in which the tenants of their facility are not in operation. The tenants of that facility do not operate on Saturdays, leaving the parking spaces available for use by the MIHC. That lot is immediately adjacent to the back entrance to the MIHC and the six (6) parking spaces owned by the MIHC. A copy of the 2002 parking plan is attached.

The MIHC believes that the indoor farmer's market will attract many customers who live in the neighborhood, including residents of 100 State Street, who will walk to the market and not have a need for parking. Public transportation to the MIHC is readily available as there is a METRO stop less than a block from the center.

The MIHC has held several events over the last few years where the attendance has exceeded two hundred people. The MIHC received no complaints about parking issues for any of these events.

The MIHC believes that its parking plan will meet the needs of the farmer's market.

IHC PARKING MANAGEMENT PLAN

Revised 9/16/02

AA
2.14

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

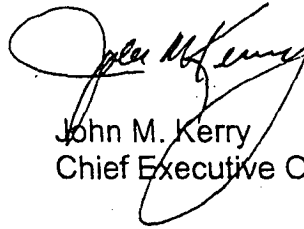
John M. Kerry
Chief Executive Officer

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



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



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 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

September 24, 2002

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

Dear Linda:

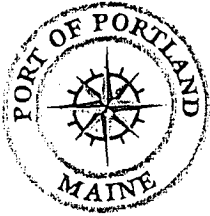
This letter is written to offer PROP's full cooperation in assisting with the parking management plan for the Irish Heritage Center.

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 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

4.25

30 May 2002

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

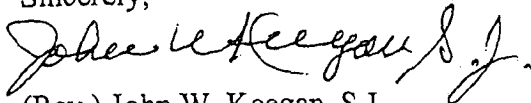
To whom it may concern:

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

Portland West
eliminating poverty
building community

4.27

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