



**CITY OF PORTLAND**

August 8, 2001

Port Resources  
175 Lancaster Street, Suite 217  
Portland, ME 04101

RE: 823 Congress Street, Parking Lot  
Job #2000-0111, CBL #53-C-32

Dear Sirs :

This letter is to confirm the revision to the approved plan of the project located at 823 Congress Street. The approved revision includes replacing the two (2) proposed planters with a 5-6 ft. Fir Tree. The revised plan has been reviewed and approved by the project review staff including representatives of the Planning, Public Works, Building Inspections, Fire and Parks Departments.

If you have any questions regarding the revision please contact the planning staff at 874-8901.

Sincerely,

A handwritten signature in black ink, appearing to read "Alexander Jaegerman".

Alexander Jaegerman  
Chief Planner

cc: Kandice Talbot, Planner  
P. Samuel Hoffses, Building Inspector  
Jeff Tarling, City Arborist  
William Bray, Director of Public Works  
Tony Lombardo, Project Engineer  
Lt. Gaylen McDougall, Fire Prevention  
Penny Littell, Associate Corporation Counsel  
✓ Inspection Department  
Development Review Coordinator  
Lee Urban, Director of Economic Development  
Susan Doughty, Assessor's Office  
Approval Letter File

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53-C-032

Planning & Urban Development



Joseph E. Gray Jr.  
Director

## CITY OF PORTLAND

August 24, 2000

Jim Hatch  
Port Resources  
175 Lancaster Street  
Suite 217  
Portland, ME 04101

re: 823 Congress Street

Dear Mr. Hatch:

On August 24, 2000 the Portland Planning Authority granted minor site plan approval for a proposed driveway and parking lot located at 823 Congress Street with the following condition:

- i. That prior to issuance of a building permit, the applicant shall revise the site plan to include a City of Portland construction detail for a brick apron for the proposed driveway;
- ii. If the applicant and the abutter to the West (MKC Properties) decide to share a driveway, a revised plan must be submitted for review.
- iii. That the applicant shall make all good faith efforts to coordinate, with the abutting property owners, the work as approved by the City so as to minimize any disruption to the daily activities of the abutter to the west (MKC Properties).! The developer/applicant shall be able to establish to the satisfaction of the City that this condition has been met."

The approval is based on the submitted site plan. If you need to make any modifications to the approved site plan, you must submit a revised site plan for staff review and approval.

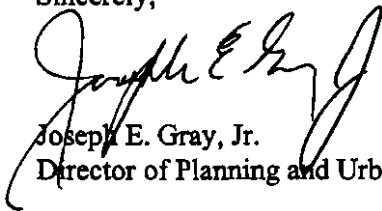
Please note the following provisions and requirements for all site plan approvals:

1. 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. A one-year extension may be granted by this department if requested by the applicant in writing prior to the expiration date of the site plan.
2. A performance guarantee in a form acceptable to the City of Portland and an inspection fee equal to 1.7% of the performance guarantee will have to be posted before beginning any site construction or issuance of a building permit.

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 (Steve Bushey at DeLuca Hoffman 775-1121) 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 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.

If there are any questions, please contact the Planning Staff.

Sincerely,



Joseph E. Gray, Jr.  
Director of Planning and Urban Development

cc: Alexander Jaegerman, Chief Planner  
Kandice Talbot, Planner  
P. Samuel Hoffses, Building Inspector  
✓ Marge Schmuckal, Zoning Administrator  
Tony Lombardo, Project Engineer  
Development Review Coordinator  
William Bray, Director of Public Works  
Nancy Knauber, Associate Engineer  
Jeff Tarling, City Arborist  
Penny Littell, Associate Corporation Counsel  
Lt. Gaylen McDougall, Fire Prevention  
Inspection Department  
Lee Urban, Director of Economic Development  
Don Hall, Appraiser, Assessor's Office  
Susan Doughty, Assessor's Office  
Approval Letter File

NO Building Permit needed!

CITY OF PORTLAND, MAINE  
DEVELOPMENT REVIEW APPLICATION  
PLANNING DEPARTMENT PROCESSING FORM  
Planning Copy

2000-0111  
Application I. D. Number  
06/21/2000  
Application Date  
Parking Lot  
Project Name/Description

Port Resources  
Applicant  
175 Lancaster St., Suite 217, Portland, ME 04101  
Applicant's Mailing Address  
Jim Hatch  
Consultant/Agent  
Agent Ph: 549-5433 Agent Fax: 549-4655  
Applicant or Agent Daytime Telephone, Fax

823 - 823 Congress St  
Address of Proposed Site  
053 C032  
Assessor's Reference: Chart-Block-Lot

Proposed Development (check all that apply):  New Building  Building Addition  Change Of Use  Residential  Office  Retail  
 Manufacturing  Warehouse/Distribution  Parking Lot  Other (specify) repaving  
existing 6 unit apt. 7001 Sf B2b  
Proposed Building square Feet or # of Units Acreage of Site Zoning

Check Review Required:

Site Plan (major/minor)  Subdivision # of lots  PAD Review  14-403 Streets Review  
 Flood Hazard  Shoreland  Historic Preservation  DEP Local Certification  
 Zoning Conditional Use (ZBA/PB)  Zoning Variance  Other

Fees Paid: Site Plan \$400.00 Subdivision Engineer Review \$251.77 Date 06/20/2000

Planning Approval Status:

Reviewer Kandi Talbot

Approved  Approved w/Conditions See Attached  Denied

Approval Date 08/24/2000 Approval Expiration 08/24/2001 Extension to Additional Sheets Attached

OK to Issue Building Permit Kandi Talbot 04/25/2001 signature date

Performance Guarantee  Required\*  Not Required

\* No building permit may be issued until a performance guarantee has been submitted as indicated below

<input checked="" type="checkbox"/> Performance Guarantee Accepted	04/25/2001 date	\$18,000.00 amount	04/24/2002 expiration date
<input checked="" type="checkbox"/> Inspection Fee Paid	4/24/2001 date	\$360.00 amount	
<input type="checkbox"/> Building Permit Issue	date		
<input type="checkbox"/> Performance Guarantee Reduced	date	remaining balance	signature
<input type="checkbox"/> Temporary Certificate of Occupancy	date	<input type="checkbox"/> Conditions (See Attached)	expiration date
<input type="checkbox"/> Final Inspection	date	signature	
<input type="checkbox"/> Certificate Of Occupancy	date		
<input type="checkbox"/> Performance Guarantee Released	date	signature	
<input type="checkbox"/> Defect Guarantee Submitted	submitted date	amount	expiration date
<input type="checkbox"/> Defect Guarantee Released			

**CITY OF PORTLAND, MAINE  
DEVELOPMENT REVIEW APPLICATION  
PLANNING DEPARTMENT PROCESSING FORM  
ADDENDUM**

**2000-0111**

Application I. D. Number

**06/21/2000**

Application Date

**Parking Lot**

Project Name/Description

**Port Resources**

Applicant

**175 Lancaster St., Suite 217, Portland, ME 04101**

Applicant's Mailing Address

**Jim Hatch**

Consultant/Agent

**Agent Ph: 549-5433**

**Agent Fax: 549-4655**

Applicant or Agent Daytime Telephone, Fax

**823 - 823 Congress St**

Address of Proposed Site

**053 C032**

Assessor's Reference: Chart-Block-Lot

**Approval Conditions of Planning**

1. that prior to issuance of a building permit, the applicant shall revise the site plan to include a City of Portland construction detail for a brick apron for the proposed driveway.
2. If the applicant and the abutter to the West (MKC Properties) decide to share a driveway, a revised plan must be submitted for review.
3. That the applicant shall make all good faith efforts to coordinate, with the abutting property owners, the work as approved by the City so as to minimize any disruption to the daily activities of the abutter to the west (MKC Properties). The developer/applicant shall be able to establish to the satisfaction of the City that this condition has been met.

**Approval Conditions of DRC**

- 1 see Planning conditions

**CITY OF PORTLAND, MAINE  
DEVELOPMENT REVIEW APPLICATION  
PLANNING DEPARTMENT PROCESSING FORM  
DRC Copy**

2000-0111

Application I. D. Number

06/21/2000

Application Date

Parking Lot

Project Name/Description

**Port Resources**

Applicant

175 Lancaster St., Suite 217, Portland, ME 04101

Applicant's Mailing Address

Jim Hatch

Consultant/Agent

Agent Ph: 549-5433

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823 - 823 Congress St

Address of Proposed Site

053 C032

Assessor's Reference: Chart-Block-Lot

Proposed Development (check all that apply):  New Building  Building Addition  Change Of Use  Residential  Office  Retail

Manufacturing  Warehouse/Distribution  Parking Lot  Other (specify) repaving

existing 6 unit apt.

7001 Sf

B2b

Proposed Building square Feet or # of Units

Acreage of Site

Zoning

**Check Review Required:**

- |  |   |  |  |
|--|---|--|--|
| <input checked="" type="checkbox"/> Site Plan<br>(major/minor) | <input type="checkbox"/> Subdivision<br># of lots _____ | <input type="checkbox"/> PAD Review            | <input type="checkbox"/> 14-403 Streets Review   |
| <input type="checkbox"/> Flood Hazard                          | <input type="checkbox"/> Shoreland                      | <input type="checkbox"/> Historic Preservation | <input type="checkbox"/> DEP Local Certification |
| <input type="checkbox"/> Zoning Conditional<br>Use (ZBA/PB)    | <input type="checkbox"/> Zoning Variance                | <input type="checkbox"/> Other _____           |  |

Fees Paid: Site Plan \$400.00 Subdivision \_\_\_\_\_ Engineer Review \$251.77 Date 06/20/2000

**DRC Approval Status:**

Reviewer Steve Bushey

- Approved  Approved w/Conditions  
See Attached  Denied

Approval Date 08/24/2000 Approval Expiration 08/24/2001 Extension to \_\_\_\_\_  Additional Sheets  
Attached

Condition Compliance Steve Bushey 04/25/2001  
signature date

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<input type="checkbox"/> Final Inspection	_____ date	_____ signature	
<input type="checkbox"/> Certificate Of Occupancy	_____ date		
<input type="checkbox"/> Performance Guarantee Released	_____ date	_____ signature	
<input type="checkbox"/> Defect Guarantee Submitted	_____ submitted date	_____ amount	_____ expiration date
<input type="checkbox"/> Defect Guarantee Released	_____ date	_____ signature	

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DEVELOPMENT REVIEW APPLICATION  
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