

Administrative Authorization Decision

Application #: 2013-242

Name: Change of Use

Address: SALEM ST

Description: Change of use from Single Family Home to Two Family home.

Criteria for an Administrative Authorization:

Applicant's Assessment

Planning Division

(See Section 14-523 (4) on page 2 of this application)

Yes, No, N/A

Use Only

<u>Criteria for an Administrative Authorization:</u> <u>(See Section 14-523 (4) on page 2 of this application)</u>	<u>Applicant's Assessment</u> <u>Yes, No, N/A</u>		<u>Planning Division</u> <u>Use Only</u>
a) Is the proposal within existing structures?	Yes	Yes	
b) Are there any new buildings, additions, or demolitions?	No	No	
c) Is the footprint increase less than 500 sq. ft.?	Yes	Yes no increase	
d) Are there any new curb cuts, driveways or parking areas?	No	No	
e) Are the curbs and sidewalks in sound condition?	Yes	Yes	
f) Do the curbs and sidewalks comply with ADA?	Yes	Yes	
g) Is there any additional parking?	Yes	Yes	
h) Is there an increase in traffic?	No	No	
i) Are there any known stormwater problems?	No	No	
j) Does sufficient property screening exist?	N/A	N/A	
k) Are there adequate utilities?	Yes	Yes	
l) Are there any zoning violations?	No	No	
m) Is an emergency generator located to minimize noise?	No	No	
n) Are there any noise, vibration, glare, fumes or other impacts?	No	No	

The Administrative Authorization for the Change of Use was approved by Barbara Barhydt, Development Review Services Manager on October 30, 2013 with the following condition of approval listed below:

- 1) All required building permits shall be obtained by the applicant prior to the start of any construction.



Barbara Barhydt
Development Review Services Manager
Approval Date: October 30, 2013

City of Portland
Development Review-Application
Planning Division Transmittal Form

Application Number: 2013-242

Application Date: 10/24/2013

CBL: 058 A004001

Application Type: Administrative Authorization

Project Name: Change of Use

Address: 108- SALEM ST

Project Description:

Distribution List:

Planner	Barbara Barhydt	Parking	John Peverada
Zoning	Marge Schmuckal	Design Review	Alex Jaegerman
Traffic Engineer	Tom Errico	Corporation Counsel	Danielle West-Chuhta
Civil Engineer	David Senus	Sanitary Sewer	John Emerson
Fire Department	Chris Pirone	Inspections	Tammy Munson
City Arborist	Jeff Tarling	Historic Preservation	Deb Andrews
Engineering	David Margolis-Pineo	DRC Coordinator	Phil DiPierro
		Outside Agency	



Administrative Authorization Application

Portland, Maine

Planning and Urban Development Department, Planning Division

4th floor

PROJECT NAME: Change of use (1 -> 2 units) -
PROJECT ADDRESS: 108 Salem St. 04102 CHART/BLOCK/LOT: 058 A004001
APPLICATION FEE: ✓ (\$50.00)

PROJECT DESCRIPTION: (Please Attach Sketch/Plan of the Proposal/Development)

Turning a currently one-family-structure back in to a 2 family structure (which it was prior to 1980's.)

CONTACT INFORMATION:

OWNER/APPLICANT

CONSULTANT/AGENT

Name: Marsha Campbell
Address: 108 Salem St.
Portland, ME 04102
Work #: None
Cell #: 207-650-7139
Fax #: _____
Home #: 207-650-7139
E-mail: william.salemstreetbb@gmail.com

Name: _____
Address: _____
Work #: _____
Cell #: _____
Fax #: _____
Home #: _____
E-mail: _____

Criteria for an Administrative Authorization: (see section 14-523(4) on pg .2 of this appl.)

Applicant's Assessment
Y(yes), N(no), N/A

- a) Is the proposal within existing structures? Y
- b) Are there any new buildings, additions, or demolitions? NO
- c) Is the footprint increase less than 500 sq. ft.? yes (no increase)
- d) Are there any new curb cuts, driveways or parking areas? NO
- e) Are the curbs and sidewalks in sound condition? yes
- f) Do the curbs and sidewalks comply with ADA? yes?
- g) Is there any additional parking? yes-
- h) Is there an increase in traffic? NO.
- i) Are there any known stormwater problems? NO
- j) Does sufficient property screening exist? NA?
- k) Are there adequate utilities? yes
- l) Are there any zoning violations? NO
- m) Is an emergency generator located to minimize noise? NO
- n) Are there any noise, vibration, glare, fumes or other impacts? NO

Signature of Applicant: [Signature] Date: 10/22/13

IMPORTANT NOTICE TO APPLICANT: The granting of an Administrative Authorization to exempt a development from site plan review does not exempt this proposal from other required approvals or permits, nor is it an authorization for construction. You should first check with the Building Inspections Office, Room 315, City Hall (207)874-8703, to determine what other City permits, such as a building permit, will be required.