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Planning and Development Department
Lee D. Urban, Director

Planning Division
Alexander Jaegerman, Director

August 1, 2005

84-L-7

Mr. Fred Forsley
Island Acquisition, LLC
86 Newbury Street
Portland, Maine 04101

RE: Proposed Amendment to an Approved Site Plan
Inn on Peaks – 33 Island Avenue
Walkway and Ground Leveling to Accommodate Tent Pad
Application #2005-0134

Dear Mr. Forsley:

On August 1, 2005, the Portland Planning Division granted an administrative approval for the above referenced application. The approval is based on Plans revised and submitted on July 6, 2005, a revised Project Narrative dated July 20, 2005, and a revised Parking Lease Agreement dated July 20, 2005. The approval was granted for the project with the following condition(s):

- i. All site work shall include erosion control measures in conformance with State Best Management Practices.
- ii. The applicant shall core drill the Catch Basin with a minimum invert of 30-inches below rim. The pipe section into the basin shall be solid SDR35 PVC (8-in dia). The applicant is aware that a street opening permit is needed to construct, and that a standard drainage maintenance agreement is needed with the City.
- iii. The proposed paving of the access driveway on the Northern end of the site is acceptable as depicted on the July 6, 2005 site plan without a drain. The drain for this area, described in the project narrative but not shown on the plan, has been found unnecessary and shall not be installed unless a detailed engineering plan including pipes, structures, and inverts is provided.

- iv. All disturbed soils shall be tested for contamination. If any contaminated soils are identified (in accordance with DEP special waste requirements) a plan will be required for disposal location, or deliverable facility to handle such waste prior to any occupancy.
- v. The proposed tent(s) may require a building permit from the Building Inspections Division. The applicant shall secure any required building permits prior to commencement of construction.

The approval includes a removal of an existing walkway, the regrading of earth, and installation of a layer of compressed stone dust and a French perimeter drain so as to Accommodate a 35' x 60' tent pad in conformance with plans submitted by the applicant to the City of Portland dated July 6, 2005.

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

1. Where submission drawings are available in electronic form, the applicant shall submit any available electronic Autocad files (*.dwg), release 14 or greater, with seven (7) sets of the final plans.
2. A performance guarantee covering the site improvements as well as an inspection fee payment of 2.0% of the guarantee amount and 7 final sets of plans must be submitted to and approved by the Planning Division and Public Works prior to the release of the building permit. If you need to make any modifications to the approved site plan, you must submit a revised site plan for staff review and approval.
3. The site plan approval will be deemed to have expired unless work in the development has commenced within one (1) year of the approval or within a time period agreed upon in writing by the City and the applicant. Requests to extend approvals must be received before the expiration date.
4. A defect guarantee, consisting of 10% of the performance guarantee, must be posted before the performance guarantee will be released.
5. Prior to construction, a pre-construction 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 pre-construction meeting.
6. 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.)

The Development Review Coordinator must be notified five (5) working days prior to date required for final site inspection. The Development Review Coordinator can be reached at the Planning Division at 874-8632. Please make allowances for completion of site plan requirements determined to be incomplete or defective during the inspection. This is essential as all site plan requirements must be completed and approved by the Development

Review Coordinator prior to issuance of a Certificate of Occupancy. Please schedule any property closing with these requirements in mind.

If there are any questions, please contact Ethan Boxer-Macomber at 756-8083

Sincerely,



Alex Jaegerman
Planning Division Director

cc: Lee D. Urban, Planning and Development Department Director
Alexander Jaegerman, Planning Division Director
Sarah Hopkins, Development Review Services Manager
Ethan Boxer-Macomber, Planner
Jay Reynolds, Development Review Coordinator
— Marge Schmuckal, Zoning Administrator
Inspections Division
Michael Bobinsky, Public Works Director
Traffic Division
Eric Labelle, City Engineer
Jeff Tarling, City Arborist
Perny Littell, Associate Corporation Counsel
Fire Prevention
Assessor's Office
Approval Letter File

