



Tuck O'Brien
City Planning Director, Planning Division

July 11, 2016

Theodore Oldham
25 Vaughan Street
Portland, ME 04102

Project Name: **Oldham Stair Replacement** Project ID: 2016-156
Address: 154 Island Avenue, Peaks Island CBL: 087 00019001
Applicant: Theodore Oldham
Planner: Barbara Barhydt, Development Review Services Manager

Dear Ted and Sally Oldham:

On July 11, 2016, the Planning Authority approved with conditions a Level I Site Alteration site plan for the Stair Replacement project that includes, removal of one tree, and soil and erosion control measures at 154 Island Avenue. The decision is based upon the application, documents and plans as submitted by Theodore Oldham and prepared by Gene Schleh, Surveyor, boundary survey and site plan dated June 2, 2016. The proposal was reviewed for conformance with the standards of Portland's site plan ordinance and shoreland zoning.

SITE PLAN REVIEW

The Planning Authority found the plan is in conformance with the Site Plan Standards of the Land Use Code subject to the following conditions of approval and the standard conditions of approval:

1. A Site Work only building permit issued by the Inspections Office will be required for the work to be completed on your property.
2. Evidence of project approval from the Maine Department of Environmental Protection (DEP) must be submitted prior to the issuance of the building permit.
3. All Site Work will conform to the City of Portland ordinance on Shoreland Regulations (Division 26).
4. Erosion and Sedimentation control shall be established and inspected by the Development Review Coordinator prior to soil disturbance, and shall be done in accordance with Best Management Practices, Maine Department of Environmental Protection Technical and Design Standards and Guidelines. All Erosion and Sedimentation control measures must be inspected and maintained daily.

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.

STANDARD CONDITIONS OF APPROVAL

Please note the following standard conditions of approval and requirements for all approved site plans:

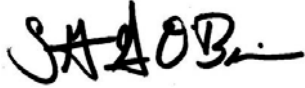
1. **Develop Site According to Plan** The site shall be developed and maintained as depicted on the site plan and in the written submission of the applicant. Modification of any approved site plan or alteration of a parcel which was the subject of site plan approval after May 20, 1974, shall require the prior approval of a revised site plan by the Planning Board or Planning Authority pursuant to the terms of Chapter 14, Land Use, of the Portland City Code.
2. **Separate Building Permits Are Required** This approval does not constitute approval of building plans, which must be reviewed and approved by the City of Portland's Inspection Division.
3. **Site Plan Expiration** The site plan approval will be deemed to have expired unless work has commenced within one (1) year of the approval or within a time period up to three (3) years from the approval date as agreed upon in writing by the City and the applicant. Requests to extend approvals must be received before the one (1) year expiration date.
4. **Performance Guarantee and Inspection Fees** Due to the limited site improvements needed erosion control and landscaping, only the minimum inspection fee of \$300 shall be required to be paid to the Planning Division, prior to the issuance of a building permit. If you need to make any modifications to the approved plans, you must submit a revised site plan application for staff review and approval.
5. **Preconstruction Meeting** Prior to the release of a building permit or site construction, a pre-construction meeting shall be held at the project site. This meeting will be held with the contractor, Development Review Coordinator, Public Service's representative and owner to review the construction schedule and critical aspects of the site work. At that time, the Development Review Coordinator will confirm that the contractor is working from the approved site plan. 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. **Department of Public Services Permits** 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 the date required for final site inspection. The Development Review Coordinator can be reached at the Planning Division at 874-8632. 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 Barbara Barhydt at (207) 874- 8699.

Sincerely,



Stuart G. O'Brien
City Planning Director

Electronic Distribution:

cc: Jeff Levine, AICP, Director of Planning and Urban Development
Barbara Barhydt, Development Review Services Manager
Philip DiPierro, Development Review Coordinator, Planning
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Jonathan Rioux, Inspections Division Deputy Director
Jeanie Bourke, Plan Reviewer/CEO, Inspections Division
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Approval Letter File