Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 09/18/17

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Planning & Urban Development Department

Planning & Urban Development Department
Jeffrey Levine, Director

Planning Division
Stuart O'Brien, Director

AUGUST 28, 2017

Sam Spirn
61 Chandler Street, Apt. 2
Boston, Massachusetts 02116

RE: Review Comments for Single Family Site Plan

Project Name: Spirn Single Family
Project ID: 2017-01012
Project Address: 7 Diamond Pass, Peaks Island **CBL**: 090 A001

Planner: Robert Wiener

Dear Mr. Spirn:

Thank you for submitting your site plan application for a single family residence at 7 Diamond Pass, Peaks Island.

This proposal is being reviewed as a single family site plan for Planning Authority review subject to the following applicable Land Use Code provisions:

- Site Plan Ordinance, Article V

The following additional information must be submitted in order for the approval process to move forward.

Survey Requirements:

1. Please submit a clear and legible survey that meets the following survey standards for a Level I Minor Residential site plan application, including:

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- A note indicating the total land area of the site.
- A revision block with a number and date indicating the revision status. The revision block shall be located in the title block or adjacent to it.
- Boundary Survey plans, based on State of Maine Professional Licensing Boards' legal requirements, shall bear the seal ***and the signature*** of a Professional Land Surveyor licensed to practice in the State of Maine.
- City Vertical Datum: It shall be stated on all plans that the City of Portland established vertical datum of NGVD 1929 is used or manhole rim elevation data is used for all information shown on the plan.
- All plans shall state the Official City of Portland Benchmark used as supplied by the Department of Public Services Engineering Division Archivist.
- It may be required, especially in areas of old subdivision plans and areas not previously subdivided, that the survey show tie bearings and distances to the nearest street line corner, or to the nearest City of Portland survey monument. Survey tie line precision shall be an inverse line with the bearing to the nearest second and the distance to the nearest hundredth of a foot. Please supply state plane coordinates for at least two property corners. This requirement is to aid in adding and verifying the property location on the City of Portland digital GIS base map.

Additional information on Survey requirements can be found in the City's Technical Manual, or by contacting the Engineering Division of the Public Services Department.

Site Plan Requirements:

1. Please submit a revised site plan that includes the following information (or show on additional sheets):
    - Existing and proposed paved areas. ***Please note that parking is not allowed in the front setback, and revise the site plan accordingly. In addition, if a walk is desired to connect the guest house and main house, it must be flush hardscape instead of raised boardwalk.***
    - Existing and proposed ground floor areas of the house and garage.
    - The grading plan should make clear that neighboring properties will not be negatively impacted by stormwater surface drainage, ie. adding drip edge around the foundation, berming and swaling so that stormwater is directed to the front or rear of the site.
    - Design details for all retaining walls having a total height of 4' or more. (If specific details already exist, including elevations for top and bottom of wall, please include a note indicating which plan sheet includes these.)

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Additional Submittals Required:

1. The Planning Authority may request additional information during the continued review of the proposal according to applicable laws, ordinances and regulations.

Please submit the revised final plans in the appropriate acceptable format to address staff comments. Upon receipt of the revised material, the City of Portland will review the additional plans and information for conformance with applicable ordinances. If you have any questions, feel free to contact me at 756-8023 or by email at **rwiener@portlandmaine.gov.**

Sincerely,

Robert Wiener

Robert Wiener
Development Review Assistant