



August 14, 2018

Ms. Helen Donaldson, Planner
City of Portland
372 Congress Street
Portland, ME 04101

RE: 23 Ocean Avenue Mixed Use Project ID 2016-150 Request for Amended Site Plan

Dear Nell,

On behalf of 23 Ocean Avenue Associates, we are requesting an Amendment to the Level III Subdivision and Site Plan approval that was granted by the Planning Board on October 25, 2016. The purpose of this Amendment request is to relocate the required off-street parking fromannah Street to the Woodfords Club at 179 Woodford Street. This change is requested due to theannah Street property being redeveloped and loss of lease opportunities for the Owner.

The off-street parking requirement agreed to as part of the Site Plan Approval requires six (6) parking spaces to be used by the residential tenants during daytime hours when the on-site parking is being shared by the office users. This parking is located a distance of 950 lineal feet from the project site, which we believe to be less than a 4-minute walk. A revised Parking Management Plan is attached to this application which was part of the original application describing the measures taken by the Owner to manage this condition.

The attached executed lease provides for a maximum of fifteen (15) parking spaces in the Woodfords Club parking lot to be available to the owners and tenants of 23 Ocean Avenue during the daylight hours. This should provide adequate parking for the residential tenants as well as overflow for the office uses. It is noted that the City Traffic Peer Reviewer has indicated in his review that the Woodfords Club parking should be considered for off-street parking.

As part of this Amendment, we are requesting that Site Plan Review Condition of Approval #4 be vacated from the Approval. This condition related to repairing a missing section ofannah Street sidewalk to provide pedestrian access to the off-street parking. This route is no longer necessary and therefore we would request that the condition be removed from the Order.

We are hopeful the Planning Staff sees this modification as minor in nature and can approve this Amendment administratively. The residential apartments are approaching completion and it is the intent of the Owner to seek a CO on or about September 1. Your prompt attention to this Application will be greatly appreciated.

Please contact me if you have any questions or need additional information.

With Regards,

A handwritten signature in black ink, appearing to read 'Patrick Carroll', written over a white background.

Patrick Carroll, Principal

CC: Adam Cope/ Steven Cope

Title:
Date:
Page: