

130 - F - 21

34 - 36 Saunders St, Portland ME

Treeline Development Corp

9 Elmwood Drive, Saco, ME 04072

**CITY OF PORTLAND, MAINE  
DEVELOPMENT REVIEW APPLICATION  
PLANNING DEPARTMENT PROCESSING FORM  
DRC Copy**

2003-0022  
Application I. D. Number  
  
01/23/2003  
Application Date  
  
Willett Duplex  
Project Name/Description

Treeline Development Corp.  
Applicant  
9 Elmwood Drive, Saco, ME 04072  
Applicant's Mailing Address

Consultant/Agent  
Agent Ph: \_\_\_\_\_ Applicant Fax: (207) 879-1881  
Applicant or Agent Daytime Telephone, Fax

34 - 36 Saunders St, Portland, Maine  
Address of Proposed Site  
130 F021001  
Assessor's Reference: Chart-Block-Lot

Proposed Development (check all that apply):  New Building  Building Addition  Change Of Use  Residential  Office  Retail  
 Manufacturing  Warehouse/Distribution  Parking Lot  Other (specify) \_\_\_\_\_

1232 s.f. + 480 s.f. R-5  
Proposed Building square Feet or # of Units Acreeage of Site Zoning

**Check Review Required:**

- |   |  |  |  |
|---|--|--|--|
| <input checked="" type="checkbox"/> Site Plan (major/minor) | <input type="checkbox"/> Subdivision # of lots _____ | <input type="checkbox"/> PAD Review            | <input type="checkbox"/> 14-403 Streets Review   |
| <input type="checkbox"/> Flood Hazard                       | <input type="checkbox"/> Shoreland                   | <input type="checkbox"/> Historic Preservation | <input type="checkbox"/> DEP Local Certification |
| <input type="checkbox"/> Zoning Conditional Use (ZBA/PB)    | <input type="checkbox"/> Zoning Variance             | <input type="checkbox"/> Other _____           |  |

Fees Paid: Site Plan \$400.00 Subdivision \_\_\_\_\_ Engineer Review \$95.46 Date 06/16/2003

**DRC Approval Status:**

Reviewer Sebago Technic

- Approved  Approved w/Conditions See Attached  Denied

Approval Date 05/23/2003 Approval Expiration 05/23/2004 Extension to \_\_\_\_\_  Additional Sheets Attached

Condition Compliance Kandi Talbot 07/03/2003  
signature date

Performance Guarantee  Required\*  Not Required

\* No building permit may be issued until a performance guarantee has been submitted as indicated below

<input checked="" type="checkbox"/> Performance Guarantee Accepted	<u>06/20/2003</u> date	<u>\$6,600.00</u> amount	<u>05/25/2004</u> expiration date
<input type="checkbox"/> Inspection Fee Paid	_____ date	_____ amount	
<input type="checkbox"/> Building Permit Issue	_____ date		
<input type="checkbox"/> Performance Guarantee Reduced	_____ date	_____ remaining balance	_____ signature
<input type="checkbox"/> Temporary Certificate of Occupancy	_____ date	<input type="checkbox"/> Conditions (See Attached)	_____ expiration date
<input type="checkbox"/> Final Inspection	_____ date	_____ signature	
<input type="checkbox"/> Certificate Of Occupancy	_____ date		
<input type="checkbox"/> Performance Guarantee Released	_____ date	_____ signature	
<input type="checkbox"/> Defect Guarantee Submitted	_____ submitted date	_____ amount	_____ expiration date
<input type="checkbox"/> Defect Guarantee Released	_____ date	_____ signature	

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1232 s.f. + 480 s.f.

Proposed Building square Feet or # of Units

Acreage of Site

R-5

Zoning

**Check Review Required:**

- |  |   |  |  |
|--|---|--|--|
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| <input type="checkbox"/> Flood Hazard                          | <input type="checkbox"/> Shoreland                      | <input type="checkbox"/> Historic Preservation | <input type="checkbox"/> DEP Local Certification |
| <input type="checkbox"/> Zoning Conditional<br>Use (ZBA/PB)    | <input type="checkbox"/> Zoning Variance                | <input type="checkbox"/> Other _____           |  |

Fees Paid: Site Plan \$400.00 Subdivision \_\_\_\_\_ Engineer Review \_\_\_\_\_ Date 02/06/2003

**Planning Approval Status:**

Reviewer \_\_\_\_\_

- Approved  Approved w/Conditions  
See Attached  Denied

Approval Date \_\_\_\_\_ Approval Expiration \_\_\_\_\_ Extension to \_\_\_\_\_  Additional Sheets  
Attached

OK to Issue Building Permit \_\_\_\_\_  
signature date

Performance Guarantee  Required\*  Not Required

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- |   |                |  |                 |
|---|----------------|--|-----------------|
| <input type="checkbox"/> Performance Guarantee Accepted     | _____          | _____  | _____           |
|   | date           | amount   | expiration date |
| <input type="checkbox"/> Inspection Fee Paid                | _____          | _____  |                 |
|   | date           | amount   |                 |
| <input type="checkbox"/> Building Permit Issue              | _____          |  |                 |
|   | date           |  |                 |
| <input type="checkbox"/> Performance Guarantee Reduced      | _____          | _____  | _____           |
|   | date           | remaining balance                                  | signature       |
| <input type="checkbox"/> Temporary Certificate of Occupancy | _____          | <input type="checkbox"/> Conditions (See Attached) | _____           |
|   | date           |  | expiration date |
| <input type="checkbox"/> Final Inspection                   | _____          | _____  |                 |
|   | date           | signature  |                 |
| <input type="checkbox"/> Certificate Of Occupancy           | _____          |  |                 |
|   | date           |  |                 |
| <input type="checkbox"/> Performance Guarantee Released     | _____          | _____  |                 |
|   | date           | signature  |                 |
| <input type="checkbox"/> Defect Guarantee Submitted         | _____          | _____  | _____           |
|   | submitted date | amount   | expiration date |
| <input type="checkbox"/> Defect Guarantee Released          | _____          | _____  |                 |
|   | date           | signature  |                 |

**CITY OF PORTLAND, MAINE  
DEVELOPMENT REVIEW APPLICATION  
PLANNING DEPARTMENT PROCESSING FORM  
Engineering Copy**

2003-0022

Application I. D. Number

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Treeline Development Corp.

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Proposed Building square Feet or # of Units

Acreage of Site

R-5

Zoning

**Check Review Required:**

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| <input type="checkbox"/> Zoning Conditional<br>Use (ZBA/PB)    | <input type="checkbox"/> Zoning Variance                |  | <input type="checkbox"/> Other _____             |

Fees Paid: Site Plan \$400.00 Subdivision \_\_\_\_\_ Engineer Review \_\_\_\_\_ Date 02/06/2003

**Engineering Comments**

PUBLIC WORKS ENGINEERING REVIEW....02/12/03

I have reviewed the application and plans dated 1/23/03 and offer the following comments:

1. The plans need to specify proposed utility service connections, including natural gas, water and sanitary sewer.
2. The plans must also specify the anticipated utility trench excavations in Saunders Street.
3. The applicant needs to submit utility capacity letters as part of their applications, including a sanitary sewer capacity from Public Works Engineering.
4. The applicant is advised to contact Carol Merritt at Public Works to confirm the required permits and associated permit fees.

Performance Guarantee  Required\*  Not Required

\* No building permit may be issued until a performance guarantee has been submitted as indicated below

- |   |       |  |                 |
|---|-------|--|-----------------|
| <input type="checkbox"/> Performance Guarantee Accepted     | _____ | _____  | _____           |
|   | date  | amount   | expiration date |
| <input type="checkbox"/> Inspection Fee Paid                | _____ | _____  |                 |
|   | date  | amount   |                 |
| <input type="checkbox"/> Building Permit Issue              | _____ |  |                 |
|   | date  |  |                 |
| <input type="checkbox"/> Performance Guarantee Reduced      | _____ | _____  | _____           |
|   | date  | remaining balance                                  | signature       |
| <input type="checkbox"/> Temporary Certificate of Occupancy | _____ | <input type="checkbox"/> Conditions (See Attached) | _____           |
|   | date  |  | expiration date |
| <input type="checkbox"/> Final Inspection                   | _____ | _____  |                 |
|   | date  | signature  |                 |



Department of Planning & Development  
Lee D. Urban, Director



**CITY OF PORTLAND**

Division Directors  
Mark B. Adelson  
Housing & Neighborhood Services

Alexander Q. Jaegerman, AICP  
Planning

John N. Lufkin  
Economic Development

February 28, 2003

Mr. Doug Willett  
Treeline Development Corp.  
9 Elmwood Drive  
Saco, ME 04072

RE: Saunders Street Subdivision  
ID #2003-0022, CBL #130-F-021

Dear Mr. Willett:

After review of the proposed duplex located at 34-36 Saunders Street, the following comments have been generated:

1. It appears from information that this project will need subdivision review by the Planning Board. Based on this, a subdivision plan must be submitted numbering the lots and the units. The plan shall be drawn in conformance with the requirements of the City of Portland Land Use Code for Subdivision Recording Plats.
2. The subdivision plan shall also include a Planning Board signature block and recording block for recording in the Cumberland County Registry of Deeds.
3. The following notes shall be added to the subdivision plat:
  - a. Subdivision at the time of approval is defined as "Subdivision shall mean the division of a lot, tract or parcel of land into three (3) or more lots, including lots of forty (40) acres or more, within any five-year period whether accomplished by sale, lease, development, buildings or otherwise and as further defined in 30-A M.R.S.A. Section 14-401. The term subdivision shall also include the division of a new structure or structures on a tract or parcel of land into three (3) or more dwelling units within a five-year period and the division of an existing structure or structures previously used for commercial or industrial use into three (3) or more dwelling units within a five-year period. The area included in the expansion of an existing structure is deemed to be a new structure for the purpose of this paragraph. A dwelling unit shall include any part of a structure which, through sale or lease, is intended for human habitation, including single-family and multi-family housing, condominiums, time-share units and apartments."

13. Is the applicant proposing to save the existing shrubs along the front at the sidewalk and between the proposed property and Train parcel abutting the easterly boundary of the project? Is so, a note should be added to protect these existing plantings as they provide an effective buffer.
14. Is any landscaping being provided? A total of four (4) trees are required and must be existing trees to be saved or meet City specifications for new trees.
15. As a result of the subdivision of the property, do both parcels have adequate area for snow storage? The snow storage areas should be designated on the plan for each lot? The concern is with how snowmelt in areas apparently available for snow storage, will effect neighboring properties. A note may be needed stating that excessive amounts of snow (banks or piles over 4 feet in average height) will be removed by contractor.
16. Will blasting of ledge be required to install the building foundations or utility trenches?
17. Need to provide typical details for the following: driveway pavement buildup section, sidewalk section, utility trench, and granite curb. A detail or note should be provided on the plan describing the proposed ground treatment.
18. Appropriate BMP details shall be included on the detail plan sheet.
19. The applicant must submit right, title and interest.
20. The applicant must submit evidence of financial and technical capability to undertake and complete the development including a letter from a responsible financial institution stating that it has reviewed the planned development and would seriously consider financing it when approved.
21. How do you propose to handle the removal of solid waste from the site?

This project is tentatively scheduled for a workshop meeting on April 8, 2003. 11x17 reductions of the plans shall be submitted prior to the Planning Board workshop meeting. If you have any questions, please do not hesitate to contact me at 874-8901.

Sincerely,



✓ Kandice Talbot  
Planner

CC: Sarah Hopkins, Development Review Services Manager

# City of Portland Site Plan Application

If you or the property owner owe real estate taxes, personal property taxes or user charges on any property within the City of Portland, payment arrangements must be made before permit applications can be received by the Inspections Dept.

Address of Construction: <u>34-36 Saunders St.</u>		Zone: <u>R-5</u>
Total Square Footage of Proposed Structure <u>1232 + 480</u>		Square Footage of Lot <u>9,387</u>
Tax Assessor's Chart, Block & Lot Chart#      Block#      Lot# <u>130      F      021</u>	Property owner, mailing address: <u>Doug Willett 82 North St. Portland, ME 04101</u>	Telephone: <u>650-3136</u>
Consultant/Agent, mailing address, phone & contact person	Applicant name, mailing address, telephone #/Fax#/Pager#: <u>Treeline Development Corp. 9 Elmwood Dr. Saco, ME 650-3136 (P) 879-1881 (F)</u>	Project name: <u>Willett Duplex</u>
Proposed Development (check all that apply) <input checked="" type="checkbox"/> New Building <input type="checkbox"/> Building Addition <input type="checkbox"/> Change of Use <input checked="" type="checkbox"/> Residential <input type="checkbox"/> Office <input type="checkbox"/> Retail <input type="checkbox"/> Manufacturing <input type="checkbox"/> Warehouse/Distribution <input type="checkbox"/> Parking lot <input type="checkbox"/> Subdivision, amount of lots _____ \$25.00 per lot \$ _____ <input type="checkbox"/> Site Location of Development \$3,000, except for residential lots which are then \$200 per lot _____ <input type="checkbox"/> Traffic Movement \$1,000 <input type="checkbox"/> Stormwater Quality \$250.00 <input type="checkbox"/> Other _____ <input type="checkbox"/> After the fact review - Major project \$1,500.00 <input type="checkbox"/> After the fact review - Minor project \$1,200.00		
Major Development _____ \$500.00      Minor Development <input checked="" type="checkbox"/> \$400.00 Plan Amendments: <input type="checkbox"/> Board review \$200.00 <input type="checkbox"/> Staff review \$100.00		
Who billing will be sent to: <u>Treeline Development Corp.</u> Mailing address: <u>9 Elmwood Dr.</u> State and Zip: <u>Saco, ME 04072</u> Contact person: <u>Doug Willett</u> Phone: <u>650-3136</u>		

Submittals shall include (9) separate folded packets of the following:

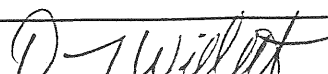
- a. copy of application
- b. cover letter stating the nature of the project
- c. site plan containing the information found in the attached sample plans check list

Amendment to Plans: Amendment applications should include 6 separate packets of the above (a, b, and c)

### ALL PLANS MUST BE FOLDED NEATLY AND IN PACKET FORM

Section 14-522 of the Zoning Ordinance outlines the process, copies are available at the counter at .50 per page (8.5 x11) you may also visit the web site: [ci.portland.me.us](http://ci.portland.me.us) chapter 14

I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the Code Official's authorized representative shall have the authority to enter all areas covered by this permit at any reasonable hour to enforce the provisions of the codes applicable to this permit.

Signature of applicant: 	Date: <u>1/23/03</u>
---	----------------------

This application is for site review ONLY, a building Permit application and associated fees will be required prior to construction.

Portland Planning Department  
389 Congress St.  
Portland, ME 04101

February 5, 2003

Portland Planning Department,

The purpose of this letter is to introduce a proposed residential two family dwelling. This dwelling is to be located at 34 -36 Saunders St. The dwelling is to be constructed by Treeline Development Corporation. The dwelling measures 28' wide x 44' long. It is to be two stories with each unit containing two bedrooms and one and half bathrooms. Due to the building envelope restrictions, we have designed a detached 20' wide x 24' long two car garage to be placed on the front of the property behind the large row of hedges that currently line Saunders St.

The roof on the house and garage is designed with an 8/12 truss. The house and garage will be sided with 4" double lap vinyl consistent with the neighborhood. The front porch and rear deck are to be constructed with pressure treated lumber. Due to the ledge found on the lot the dwelling has been designed to be built on a 4' frost wall with concrete slab on grade. The slab construction design has limited our boiler location to an attached utility room on the rear elevation of the building. Each unit will be heated by a gas fired boiler. Each unit will have separate 100amp electrical services.

A meeting with Jim Robbins has revealed that a sewer line hook up exists in the street. The as builts show a gap in the ledge under the road that would allow us to tie into the water line with minimal impact. We have contacted two City of Portland approved excavators that have submitted bids for the street opening.

Should you have any questions related to this project, I can be reached anytime at (207)650-3136 or via email mail through [dougwillett@hotmail.com](mailto:dougwillett@hotmail.com).

Respectfully submitted,



Doug Willett  
Treeline Development Corp.

**CITY OF PORTLAND, MAINE  
SITE PLAN CHECKLIST**

Project Name, Address of Project

Application Number

Submitted () & Date	Item	Required Information	Section 14-525 (b,c)
_____	(1)	Standard boundary survey (stamped by a registered surveyor, at a scale of not less than 1 inch to 100 feet and including:	1
_____	(2)	Name and address of applicant and name of proposed development	a
_____	(3)	Scale and north points	b
_____	(4)	Boundaries of the site	c
_____	(5)	Total land area of site	d
_____	(6)	Topography - existing and proposed (2 feet intervals or less)	e
_____	(7)	Plans based on the boundary survey including:	2
_____	(8)	Existing soil conditions	a
_____	(9)	Location of water courses, marshes, rock outcroppings and wooded areas	b
_____	(10)	Location, ground floor area and grade elevations of building and other structures existing and proposed, elevation drawings of exterior facades, and materials to be used	c
_____	(11)	Approx location of buildings or other structures on parcels abutting the site	d
_____	(12)	Location of on-site waste receptacles	e
_____	(13)	Public utilities	e
_____	(14)	Water and sewer mains	e
_____	(15)	Culverts, drains, existing and proposed, showing size and directions of flows	e
_____	(16)	Location and dimensions, and ownership of easements, public or private rights-of-way, both existing and proposed	f
_____	(17)	Location and dimensions of on-site pedestrian and vehicular access ways	g
_____	(18)	Parking areas	g
_____	(19)	Loading facilities	g
_____	(20)	Design of ingress and egress of vehicles to and from the site onto public streets	g
_____	(21)	Curb and sidewalks	g
_____	(22)	Landscape plan showing:	h
_____	(23)	Location of existing proposed vegetation	h
_____	(24)	Type of vegetation	h
_____	(25)	Quantity of plantings	h
_____	(26)	Size of proposed landscaping	h
_____	(27)	Existing areas to be preserved	h
_____	(28)	Preservation measures to be employed	h
_____	(29)	Details of planting and preservation specifications	h
_____	(30)	Location and dimensions of all fencing and screening	i
_____	(31)	Location and intensity of outdoor lighting system	j
_____	(32)	Location of fire hydrants, existing and proposed	k
_____	(33)	Written statement	c
_____	(34)	Description of proposed uses to be located on site	1
_____	(35)	Quantity and type of residential, if any	1
_____	(36)	Total land area of the site	b2
_____	(37)	Total floor area and ground coverage of each proposed building and structure	b2
_____	(38)	General summary of existing and proposed easements or other burdens	c3
_____	(39)	Method of handling solid waste disposal	4
_____	(40)	Applicant's evaluation of availability of off-site public facilities, including sewer, water and streets	5
_____	(41)	Description of any problems of drainage or topography, or a representation that there are none	6
_____	(42)	An estimate of the time period required for completion of the development	7
_____	(43)	A list of all state and federal regulatory approvals to which the development may be subject to	8
_____	(44)	The status of any pending applications	8
_____	(45)	Anticipated timeframe for obtaining such permits	h8



# Development Review Fee Schedule

## Application Fees:

- Major Site Plan Review (More than 10,000 sq. ft.) (Parking area - 50 spaces or more)	\$500.00
- After-the-fact Major Site Plan Review	\$1,500.00
- Minor Site Plan Review (Less than 10,000 sq. ft.)	\$400.00
- After-the-fact Minor Site Plan Review	\$1,200.00
- Minor-Minor Site Plan Review	\$300.00
- Subdivision Fee	\$500.00 (plus \$25.00 per lot)
- Section 14-403 Review	\$400.00 (plus \$25.00 per lot)
- Site Location of Development	\$300.00 (except for residential projects which shall be \$200.00 per lot)
- Traffic Movement Permit	\$1,000.00
- Stormwater Quality Permit	\$250.00

## Engineering Fees:

- Engineering Review Fee	Assessed by Engineer
- Inspection Fee	2% of Performance Guarantee or as assessed by Planning or Public Works Engineer with \$300.00 being the minimum)

## Permit Fees:

- Building Permit Fee (Based on cost of work - estimated cost of labor and materials)	\$30.00 for the first \$1,000.00 (\$7.00 per additional \$1,000.00)
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## Noticing/Advertisements

- Legal Advertisement (Ad runs for workshop mtg. and public hearing mtg.)	Percent of total bill
- Notices (Notices are sent when application is received, for workshop mtg. and public hearing mtg.)	.40 cents each



03P022

**TO:** Kandi Talbot – Planner  
**FROM:** Jim Seymour – Development Review Coordinator, Sebago Technics, Inc.  
**RE:** 34 Saunders Street – Two-Family Home  
**DATE:** February 28, 2003

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Sebago Technics made a site visit on Monday, February 24, 2003 and has reviewed the Site Plan Package and supporting documentation for the proposed two-family home to be located at 34-36 Saunders Street. The following comments are submitted in outline format:

1. **Stormwater Management**

Care must be taken not to direct any additional stormwater runoff onto adjacent properties as a result of the proposed project being constructed. Careful placement of roof drain downspouts and site spot grades will need to be considered.

2. **Road Access/Circulation**

No comments.

3. **Grading/Erosion Control**

A. Provide inlet protection for catch basin in Saunders Street. Is there a catch basin located in Saunders Street in front of the project? (Note: Street was snow/ice covered during the time of the field visit.)

B. Appropriate BMPs will need to be shown installed on the plan.

C. Although the spot grades can be useful the plan will be more beneficial if contour lines can be provided in 1 foot or two foot intervals. Spot grades are useful if the ones shown represent finish grades in areas where drainage is of concern or elevation is critical in relation to the existing or proposed structure.



4. Utility Installation/Location

- A. Letters must be obtained from utilities stating that adequate capacity exists.
- B. Existing utility information, such as inverts for sewer manholes, pipes and stubs and approximate locations of sewer stub, water and gas mains should be shown on appropriate plan sheets, along with proposed building utility service run locations.
- C. Will all utility services be installed underground?
- D. Is the applicant proposing to provide electric service from utility pole #4 shown on the survey plan?

5. General

- A. According to Nadeau and Lodge Survey note number 13, the plan elevations are based on an assumed datum. Care should be taken, especially with the sewer service design, to determine the appropriate adjustment factor necessary to accurately compare project elevations to existing sewer infrastructure elevations.
- B. Is the applicant proposing to save the existing shrubs along the front at the sidewalk and between the proposed property and Train parcel abutting the easterly boundary of the project? If so, a note should be added to protect these existing plantings as they provide an effective buffer.
- C. Is any landscaping being provided? A total of (4) four trees are required and must be existing trees to be saved or meet City specifications for new trees.
- D. As a result of the subdivision of the property, do both parcels have adequate area for snow storage? The snow storage areas should be designated on the plan for each lot? The concern is with how snowmelt in areas apparently available for snow storage, will effect neighboring properties. A note may be needed stating that excessive amounts of snow (banks or piles over 4 feet in avg.height) will be removed by contractor
- E. Will blasting of ledge be required to install the building foundations or utility trenches?

6. Details

- A. Need to provide typical details for the following: driveway pavement buildup section, sidewalk section, utility trench, and granite curb. A detail or note should be provided on the plan describing the proposed ground treatment
- B. Appropriate BMP details shall be included on the detail plan sheet.

7. **Subdivision /Recording Plat Standards**

- A. The plan shall be drawn in conformance with the requirements of the City of Portland Land Code for Subdivision Recording Plats.
- B. The plan shall also include a Planning Board signature block and recording block for recording in the Cumberland County Registry of Deeds.

Please contact our office with any questions.

TS:ts/jc

Certificate Of Occupancy

\_\_\_\_\_

date

Performance Guarantee Released

\_\_\_\_\_

date

\_\_\_\_\_

signature

Defect Guarantee Submitted

\_\_\_\_\_

submitted date

\_\_\_\_\_

amount

\_\_\_\_\_

expiration date

Defect Guarantee Released

\_\_\_\_\_

date

\_\_\_\_\_

signature



**CITY OF PORTLAND**

2 May 2003

Mr. Doug Willett,  
Treeline Development Corporation  
9 Elmwood Drive  
Saco, Maine 04072.

**RE: The Capacity to Handle an Anticipated Increase in Wastewater Flows,  
From A Proposed Duplex,  
34-36 Saunders Street, Portland, Maine.**

Dear Mr. Willett:

The existing thirty inch diameter double strength vitrified clay sanitary sewer pipe, located in Saunders Street has adequate capacity to **transport**, while The Portland Water District sewage treatment facilities, located off Marginal Way, have adequate capacity to **treat** the anticipated wastewater flows of **360 GPD**, from your proposed development.

<b><u>Anticipated Wastewater Flows from the Proposed Duplex:</u></b>	
Proposed Two Family House @ 180 GPD/House	= <u>360 GPD</u>
<b>Total Proposed Increase in Wastewater Flows for this Project</b>	<b>= 360 GPD</b>

The City combined sewer overflow (C.S.O.) abatement consent agreement, with the U.S.E.P.A. and the Maine D.E.P., requires C.S.O. abatement, as well as storm water mitigation, in order to offset any increase in sanitary flows, from all projects.

If I can be of further assistance, please call me at 874-8832.

Sincerely,  
**CITY OF PORTLAND**

*Frank Brancely*  
Frank J Brancely, B.A., and M.A.  
Senior Engineering Technician

FJB

- cc: Alexander Q. Jaegerman, Acting Co-Director, Department of Planning, and Urban Development, City of Portland
- ✓ Kandice Talbot, Planner, Department of Planning, and Urban Development, City of Portland
- Eric Labelle, P.E., City Engineer, City of Portland
- Bradley A. Roland, P.E., Environmental Projects Engineer, City of Portland
- Anthony W. Lombardo, P.E., Project Engineer, City of Portland
- Stephen K. Harris, Assistant Engineer, City of Portland
- Todd Merkle, Field Inspections Coordinator, City of Portland
- Desk file



225 Douglass St. • P.O. Box 3553 • Portland, ME 04104-3553

Customer Service Hotline (207) 761-8310

(207) 774-5961

FAX (207) 879-5837

April 4, 2003

Doug Willett  
Treeline Development Corp.  
9 Elmwood Dr.  
Saco, Me. 04072

Re: Lot 1 Saunders Street-Portland

Doug:

This letter is to confirm there should be an adequate supply of clean and healthful water to serve the needs of the proposed duplex to be located at Lot 1 Saunders Street in Portland. Checking District records, I find there is a 6" cast iron water main on the northerly side of the street in Saunders Street.

The current data from the nearest hydrant indicates there should be adequate capacity of water to serve the needs of your proposed project.

Hydrant Location: Nevens St. @Saunders St.

Hydrant # 1205

Static pressure = 72 PSI

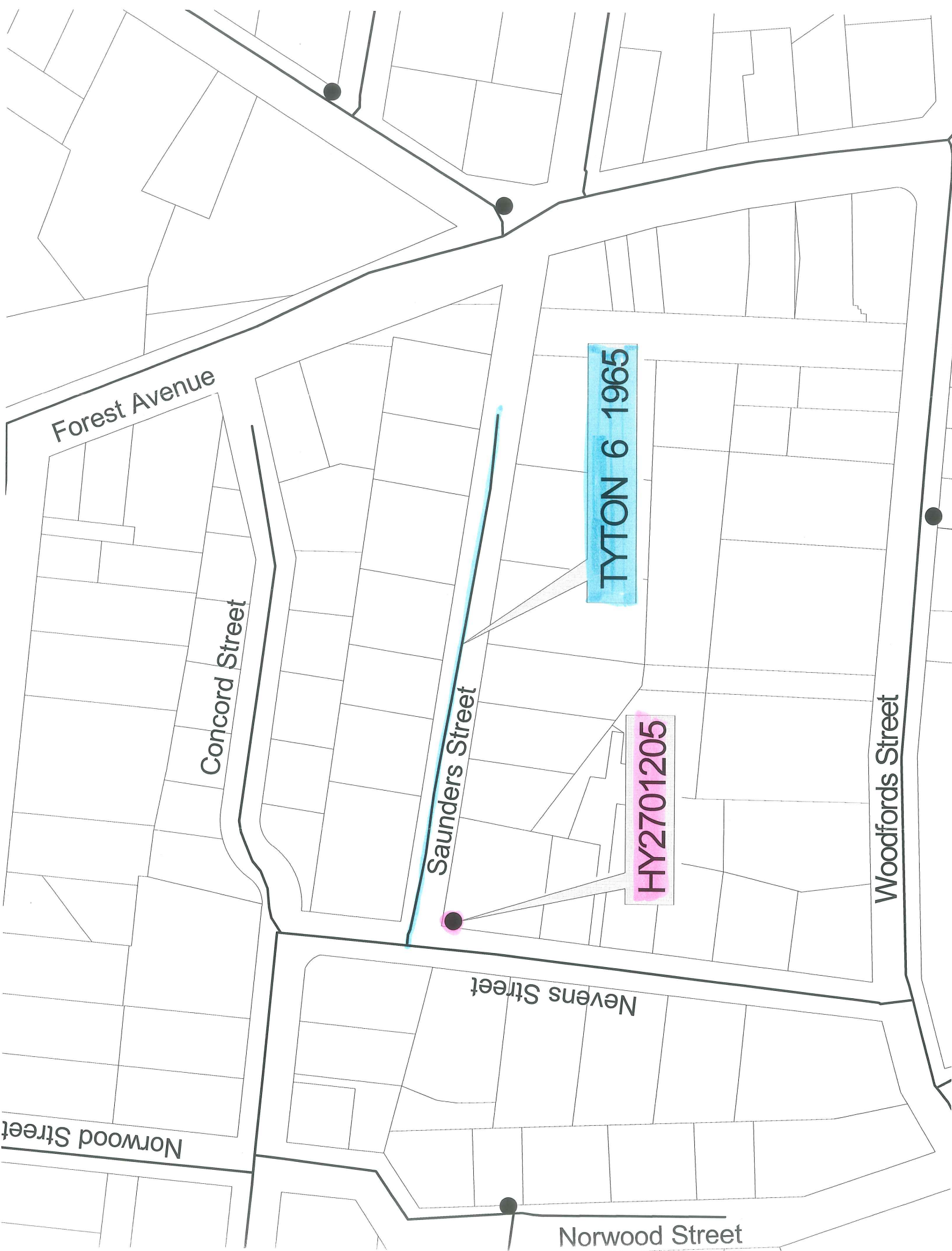
Flow = 978 GPM

Last Tested = 6/10/91

If the district can be of further assistance in this matter, please let us know.

Sincerely,  
Portland Water District

Jim Pandiscio  
Means Coordinator



Forest Avenue

Concord Street

Saunders Street

TYTON 6 1965

HY2701205

Woodfords Street

Norwood Street

Nevens Street

Norwood Street

**CITY OF PORTLAND, MAINE  
DEVELOPMENT REVIEW APPLICATION  
PLANNING DEPARTMENT PROCESSING FORM  
Planning Copy**

2003-0022

Application I. D. Number

01/23/2003

Application Date

Willett Duplex

Project Name/Description

Treeline Development Corp.

Applicant

9 Elmwood Drive, Saco, ME 04072

Applicant's Mailing Address

Consultant/Agent

Agent Ph: \_\_\_\_\_ Applicant Fax: (207) 879-1881

Applicant or Agent Daytime Telephone, Fax

34 - 36 Saunders St, Portland, Maine

Address of Proposed Site

130 F021001

Assessor's Reference: Chart-Block-Lot

Proposed Development (check all that apply):  New Building  Building Addition  Change Of Use  Residential  Office  Retail  
 Manufacturing  Warehouse/Distribution  Parking Lot  Other (specify) \_\_\_\_\_

1232 s.f. + 480 s.f.

Proposed Building square Feet or # of Units

Acreage of Site

R-5

Zoning

**Check Review Required:**

- |  |   |  |  |
|--|---|--|--|
| <input checked="" type="checkbox"/> Site Plan<br>(major/minor) | <input type="checkbox"/> Subdivision<br># of lots _____ | <input type="checkbox"/> PAD Review            | <input type="checkbox"/> 14-403 Streets Review   |
| <input type="checkbox"/> Flood Hazard                          | <input type="checkbox"/> Shoreland                      | <input type="checkbox"/> Historic Preservation | <input type="checkbox"/> DEP Local Certification |
| <input type="checkbox"/> Zoning Conditional<br>Use (ZBA/PB)    | <input type="checkbox"/> Zoning Variance                |  | <input type="checkbox"/> Other _____             |

Fees Paid: Site Plan \$400.00 Subdivision \_\_\_\_\_ Engineer Review \$95.46 Date 06/16/2003

**Planning Approval Status:**

Reviewer Kandi Talbot

- Approved  Approved w/Conditions  
See Attached  Denied

Approval Date 05/23/2003 Approval Expiration 05/23/2004 Extension to \_\_\_\_\_  Additional Sheets  
Attached

OK to Issue Building Permit Kandi Talbot 07/03/2003  
signature date

Performance Guarantee  Required\*  Not Required

\* No building permit may be issued until a performance guarantee has been submitted as indicated below

- |  |                           |  |                                      |
|--|---------------------------|--|--------------------------------------|
| <input checked="" type="checkbox"/> Performance Guarantee Accepted | <u>06/20/2003</u><br>date | <u>\$6,600.00</u><br>amount                        | <u>05/25/2004</u><br>expiration date |
| <input type="checkbox"/> Inspection Fee Paid                       | _____<br>date             | _____<br>amount                                    |                                      |
| <input type="checkbox"/> Building Permit Issue                     | _____<br>date             |  |                                      |
| <input type="checkbox"/> Performance Guarantee Reduced             | _____<br>date             | remaining balance                                  | signature                            |
| <input type="checkbox"/> Temporary Certificate of Occupancy        | _____<br>date             | <input type="checkbox"/> Conditions (See Attached) | _____<br>expiration date             |
| <input type="checkbox"/> Final Inspection                          | _____<br>date             | signature  |                                      |
| <input type="checkbox"/> Certificate Of Occupancy                  | _____<br>date             |  |                                      |
| <input type="checkbox"/> Performance Guarantee Released            | _____<br>date             | signature  |                                      |
| <input type="checkbox"/> Defect Guarantee Submitted                | _____<br>submitted date   | amount   | _____<br>expiration date             |
| <input type="checkbox"/> Defect Guarantee Released                 | _____<br>date             | signature  |                                      |

Department of Planning & Development  
Lee D. Urban, Director



## CITY OF PORTLAND

Division Directors  
Mark B. Adelson  
Housing & Neighborhood Services

Alexander Q. Jaegerman, AICP  
Planning

John N. Lufkin  
Economic Development

May 27, 2003

Mr. Doug Willett  
Treeline Development Corp.  
9 Elmwood Drive  
Saco, ME 04072

RE: Saunders Street Duplex  
ID #2003-0022, CBL #130-F-021

Dear Mr. Willett:

On May 23, 2003, the Portland Planning Authority granted minor site plan approval for a duplex located at 34-36 Saunders Street, as shown on the approved plan.

Where submission drawings are available in electronic form, the applicant shall submit any available electronic CADD.DXF files with seven sets of final plans.

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.

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

1. 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. A one year extension may be granted by this department if requested by the applicant in writing prior to the expiration date of the site plan.
2. A performance guarantee in a form acceptable to the City of Portland and an inspection fee equal to 2.0% of the performance guarantee will have to be posted before beginning any site construction or issuance of a building permit.
3. A defect guarantee, consisting of 10% of the performance guarantee, must be posted before the performance guarantee will be released.



## MEMORANDUM

**TO:** Code Enforcement  
Kandi Talbot, Planner  
Penny Littell, Associate Corporation Counsel

**FROM:** Jim Wendel, P.E., Development Review Coordinator

**DATE:** August 20, 1998

**RE:** Certificate of Occupancy  
16-18 Savoy Street

---

On August 20, 1998 a site visit was made to review the completion of the requirements of the site plan approval. The items below were also discussed with the planning staff. My comments are:

1. Some minor grading is required on the right side between the property line and the drive to allow runoff in a depression on the abutting property to drain to the street.
2. The site plan requires that the driveway extend 12' past the rear building line; it does not. Also the driveway and sidewalk must be paved.

Since all conditions of the site plan have **not** been completed **no type of certificate of occupancy should be issued.**

JN1350.10disk6/1618svoy

**CITY OF PORTLAND, MAINE**  
**M E M O R A N D U M**

**TO:** Robert B. Ganley, City Manager  
Joseph Gray, Planning Director

**FROM:** Penny Littell, Associate Corporation Counsel  
Ext. 8430

**DATE:** July 29, 1998

**RE:** DeRices



I wanted to update you on my recent contacts with the DeRices. Last Friday, at about 4:15 p.m., Julie and Andy DeRice called me from their car phone. They were "irate" over the placement of a telephone pole on Savoy Street, fairly close to Cheryl Leeman's residence. They claim their "civil rights" are being violated. Here is the history as I understand it from Julie DeRice.

The DeRices are building a duplex on Savoy Street. The approved site plan indicates a telephone pole in the middle of the proposed driveway. The plan indicated the pole "is to be moved."

CMP originally indicated that the relocation of the pole would be located on the public way but along the property line adjacent to the abutter. Jim Wendel, the City's Engineer Consultant, has indicated he had no objection to the placement of the pole along the property line.

Mike Nugent, as a courtesy, advised the DeRices of their need to amend their site plan to reflect the relocation of the pole. The DeRices were also "irate" about this requirement indicating they were being held hostage by the CEO's "refusal" to issue them a Certificate of Occupancy should they not file an amendment to their plan. Nonetheless, they did file the relocation of the pole.

The abutter, however, has apparently contacted both CMP and Cheryl Leeman about the placement of the pole. It was requested of the DeRices that the pole be relocated away from the property line to the opposite side of the driveway to be installed. This request was apparently discussed by the DeRices and Cheryl Leeman and an agreement to relocate the pole was reached. However, the DeRices refused to file a second change to their plan. (This complaint by the DeRice's was responded to via my letter to them of July 21, 1998 - see attached)

Apparently, Cheryl faxed a site plan amendment to the City showing the new

location of the pole (on the other side of the drive) and indicated that the change was agreed to by the DeRices. The DeRices stated they never authorized Cheryl to change their site plan for them; she was not their agent and she was not going to make decisions for them.

When I last spoke with the DeRices (Friday afternoon) I told them I would investigate things and they should call me on Monday morning. They did not call.

On Tuesday morning Cheryl Leeman called me to update me on her "involvement" with the DeRices and CMP over this pole placement.

Apparently, CMP was going to file a street opening permit request with the City, showing the location of the pole on the property line. I called Todd Merkle today to see if CMP did file the request and asked that he fax me a copy of the application once it was filed. As of Tuesday night, I have not received a fax. I have e-mailed Todd that no street opening permit should be issued without Bob's or Joe's authorization.

I can be reached at the following number should you have any questions: 1-207-896-3376.

PL:meg

c: Gary C. Wood, Corporation Counsel  
Charles A. Lane, Associate Corporation Counsel  
Michael Nugent, Inspection Services Manager

pl\derice2.mmo

July 21, 1998

Andrew DeRice  
Jandie Development Corp.  
2 Flintlock Lane  
Falmouth, Maine 04105

**Re: Deering Meadows Subdivision**

Dear Mr. DeRice:

I would like to take this opportunity to follow up on our telephone conversation of July 13, 1998 in which you inquired about the City's permitting process. Let me respond to your questions.

First you asked whether there is a time frame within which the City must issue or deny a building permit. As I indicated to you, there is no definite time period within which such action must be taken. The City must act within a reasonable period of time. The definition of "reasonable period" obviously depends on a variety of changing facts and circumstances. One factor is the volume of permit applications being processed by the City. Another factor relates to the completeness of the information provided by the applicant, the complexity of the project, etc.

You expressed your opinion that a three week time frame which the City took to issue you a building permit was "unreasonable." To give you a frame of reference, the Town of Wells issues or denies building permits on the 1st of each month. This means, if a builder applies for a permit on July 1st a decision with regard to the permit will not take place until August 1st, providing that municipality with a thirty day period to issue a license. The Town of Old Orchard Beach allows up to 21 days following the receipt of a building permit application for that Town to make a decision. By these two examples you can see that a three week period is not an "unreasonable" period of time in which to make a decision on a building period. Certainly, the City of Portland endeavors to process applications as quickly as possible.

Your next inquiry focused on the required response time for an inspector to appear on site in response to a developer's request for site inspection as required by Code. Again, an inspector will respond within a reasonable period of time. Forty eight hours after a request would qualify as reasonable. As you know, our inspectors try to remain flexible and responsive to the needs of

Andrew DeRice  
July 21, 1998  
Page 2

developers and the extenuating circumstances which sometimes unforeseeably arise and which need immediate attention. The fact that an inspector was out to visit your site in less than forty eight hours speaks well of the inspection department and would not be considered an unreasonable response time.

The third issue we discussed is the requirement that a developer build a site according to an approved Site Plan. Site Plans serve many functions, one of which is to inform the City and others what they should expect to see occur at the building site. When conditions are placed on the Site Plan approval, or a notation on the plan is made by the developer that a change in the Plan should be expected (i.e. such as when the relocation of a telephone pole can be expected), the City, and the public, generally, are then able to review a plan prior to the commencement of the project and ascertain what work will occur. This does place the onus on the developer to ensure that anyone looking at a Site Plan at City Hall will be able to identify the work to be done. This means the developer must notify the Planning Department, in writing, of all changes to the Site Plan not originally contained on the Plan. While this may be burdensome for a developer who does not have all his plans resolved prior to approval, the City expects the developer to notify it of one (or many) changes to the Site Plan.

I understand you recently had an issue with the placement of a telephone pole on Savoy Street. I also understand you were willing to work with the City, an abuttor to your site, and CMP regarding the placement of a telephone. Such flexibility makes good public relations sense and is appreciated by the City. While you were frustrated by the need to provide notice of a second change in the placement of the telephone pole, it must be understood that the City needs to ensure the Plans on file at City Hall accurately reflect what is actually occurring on the site. To avoid this frustration in the future, it may be worthwhile to contact CMP before submitting Site Plans so that the placement of telephone poles will be a known entity going into the project. While this will not always avoid a request for some change to the Plan to address a concern of a neighbor, it may avoid multiple alterations down the line.

The final issue which we discussed is your continuing request to obtain information regarding the time spent by Jim Wendel in reviewing the grading at the Deering Meadows subdivision. Enclosed I have detailed the time expended by DeLuca-Hoffman at Felicia Lane.

You should understand, Mr. DeRice, that the City planners and inspectors take their jobs as seriously as you take yours. While enforcement of City policy may not always be well understood by a developer who is intent on completing a project and meeting deadlines, it nonetheless ultimately serves everyone in a beneficial fashion.

Andrew DeRice  
July 21, 1998  
Page 3

Thank you for communicating your concerns to me. I trust I have addressed them.

Sincerely,

Penny Littell  
Associate Corporation Counsel

cc: Robert Ganley, City Manager  
Joseph Gray, Director of Planning and Development  
Alex Jaegerman, Chief Planner  
Michael Nugent, Manager of Inspection Services  
Sam Hoffses, Inspections

O:\WP\PENNYLTRS\DERICE71.WPD

Andrew DeRice  
July 21, 1998  
Page 4

**DELUCA-HOFFMAN**  
**Felicia Lane**

37 Felicia Lane:	9.00 hours
50 Felicia Lane:	3.50 hours
14 Felicia Lane:	3.00 hours
Lot #3 Felicia Lane:	1.80 hours
Felicia Lane Drainage problems:	14.75 hours

Review of outstanding temporary certificates of occupancy for house numbers 20, 27, 33, 49, 61, 64, 68: 8.00 hours

Topo survey breakdown for Lots 1 and 18:

Jim Wendel:	0.5 hours
Gordie Smith:	4.0 hours
Cadd Operator:	0.5 hours
Temporary help:	7.0 hours

Total hours worked on Felicia Lane: Approximately 52.05 hours

Inspection Services  
P. Samuel Hoffses  
Chief



Planning and Urban Development  
Joseph E. Gray Jr.  
Director

## CITY OF PORTLAND

April 15 , 1997

Jandie Corp.  
Two Flintlock Lane  
Falmouth, Me. 04105

Re. : 16 18 Savoy St.

Dear Sir:

Your application to construct a duplex dwelling has been reviewed and a permit is herewith issued subject to the following requirements: This permit does not excuse the applicant from meeting applicable State and Federal laws.

**No Certificate of Occupancy will be issued until all requirements of this letter are met.**

### Site Plan Review Requirements

**Building Inspections :** Each driveway shown shall be extended beyond the front of the house to permit parking for two cars. **2. Side entry platforms shall meet the side yard setbacks. 3. Separate permits shall be required for futute decks and /or garages. M Schmuckal**

**Planning : Approved K. Talbot**

**Dev. Review Coord. : Approved, see conditions. attached J. Wendel**

### Building & Fire Code Requirements

Please read and implement items 1,2,3,6,7,8,9,10,11,15,20 and 25 of building permit report.

Sincerely

  
P. Samuel Hoffses  
Chief of Inspection Services

cc: J. Wendel D. R. C. M. Schmuckal Asst. Ch. C.E.O. K. Talbot



Andrew and Julie DeRice  
2 Flintlock Lane  
Falmouth, Me. 04105

Portland Planning Dept.  
City of Portland  
389 Congress St.  
Portland, Maine 04101

Re. 16-18 Savoy St. Portland

We have submitted site plan and building plans to construct a 26'x 36' 2 family duplex to be located at 16-18 Savoy St.. Square footage of the site is 7,995 square feet. Square footage of proposed duplex to be 936 square ft.

Sewer and water connections to be made to services in the street in front of property.

Site is currently a flat lawn and minimal disturbance will occur during construction. All proposed drainage flows are shown on the site plan submitted. Construction to take place 1997 season.

We currently have a contract to purchase this lot subject to building permit approval.

We have the financial capability to fund this project independently.

Sincerely,



Julie DeRice

R-5 Zone

CITY OF PORTLAND, MAINE  
SITE PLAN CHECKLIST

Savoy Street Duplex

970321

Project Name, Address of Project

I.D. Number

Submitted() & Date	Item	Required Information	Section 14-525 (b,c)
_____	(1)	Standard boundary survey (stamped by a registered surveyor, at a scale of not less than 1 inch to 100 feet and including:	1
_____	(2)	name and address of applicant and name of proposed development	a
_____	(3)	Scale and north points	b
_____	(4)	Boundaries of the site	c
_____	(5)	Total land area of site	d
_____	(6)	Topography - existing and proposed (2 feet intervals or less)	e
_____	(7)	Plans based on the boundary survey including:	2
_____	(8)	Existing soil conditions	a
_____	(9)	Location of water courses, marshes, rock outcroppings and wooded areas	b
_____	(10)	Location, ground floor area and grade elevations of building and other structures existing and proposed, elevation drawings of exterior facades, and materials to be used	c
_____	(11)	Approximate location of buildings or other structures on parcels abutting the site	d
_____	(12)	Location of on-site waste receptacles	e
_____	(13)	Public utilities	e
_____	(14)	Water and sewer mains	e
_____	(15)	Culverts, drains, existing and proposed, showing size and directions of flows	e
_____	(16)	Location, dimensions, and ownership of easements, public or private rights-of-way, both existing and proposed	f
_____	(17)	Location and dimensions of on-site pedestrian and vehicular accessways	g
_____	(18)	Parking areas	g
_____	(19)	Loading facilities	g
_____	(20)	Design of ingress and egress of vehicles to and from the site onto public streets	g
_____	(21)	Curb and sidewalks	g
_____	(22)	Landscape plan showing:	h
_____	(23)	Location of existing proposed vegetation	h
_____	(24)	Type of vegetation	h
_____	(25)	Quantity of plantings	h
_____	(26)	Size of proposed landscaping	h
_____	(27)	Existing areas to be preserved	
_____	(28)	Preservation measures to be employed	h
_____	(29)	Details of planting and preservation specifications	h
_____	(30)	Location and dimensions of all fencing and screening	i

Submitted() & Date	Item	Required Information	Section 14-525 (b)
_____	(31)	Location and intensity of outdoor lighting system	j
_____	(32)	Location of fire hydrants, existing and proposed	k
_____	(33)	Written Statement	c
_____	(34)	Description of proposed uses to be located on site	1
_____	(35)	Quantity and type of residential, if any	1
_____	(36)	Total land area of the site	b2
_____	(37)	Total floor area and ground coverage of each proposed building and structure	b2
_____	(38)	General summary of existing and proposed easements or other burdens	c3
_____	(39)	Method for handling solid waste disposal	4
_____	(40)	Applicant's evaluation of availability of off-site public facilities, including sewer, water and streets	5
_____	(41)	Description of any problems of drainage or topography, or a representation that there are none	6
_____	(42)	An estimate of the time period required for completion of the development	7
_____	(43)	A list of all state and federal regulatory approvals to which the development may be subject	8
_____	(44)	The status of any pending applications	8
_____	(45)	Anticipated time frame for obtaining such permits	h8
_____	(46)	A letter of non jurisdiction	h8
_____	(47)	Evidence of financial and technical capability to undertake and complete the development including a letter from a responsible financial institution stating that it has reviewed the planned development and would seriously consider financing it when approved.	

Note: Depending on the size and scope of the proposed development, the Planning Board or Planning Authority may request additional information, including (but not limited to):

- drainage patterns and facilities;
- erosion and sedimentation controls to be used during construction;
- a parking and/or traffic study;
- a noise study;
- an environmental impact study;
- a sun shadow study;
- a study of particulates and any other noxious emissions;and
- a wind impact analysis.

Other Comments:

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**CITY OF PORTLAND, MAINE  
DEVELOPMENT REVIEW APPLICATION  
PLANNING DEPARTMENT PROCESSING FORM**

I. D. Number \_\_\_\_\_

Address: \_\_\_\_\_

*A. R. DeRice Custom Homes*

*21 March 1997*

Applicant *J Flintlock Ln Walmouth, ME 04105*

Application Date

Applicant's Mailing Address \_\_\_\_\_

Project Name/Description

Consultant/Agent *Julie or Andy 797-0713*

*Savoy St*  
Address of Proposed Site *428-L (?) 6,7,8*

Applicant or Agent Daytime Telephone, Fax \_\_\_\_\_

Assessor's Reference: Chart-Block-Lot

Proposed Development (check all that apply):  New Building  Building Addition  Change of Use  Residential  
 Office  Retail  Manufacturing  Warehouse/Distribution  Other (specify) *Duplex*

*936 Sq Ft*

*7,995 Sq Ft*

Proposed Building Square Feet or # of Units \_\_\_\_\_

Acreage of Site \_\_\_\_\_

Zoning \_\_\_\_\_

**Check Review Required:**

- |   |  |  |  |
|---|--|--|--|
| <input checked="" type="checkbox"/> Site Plan (major/minor) | <input type="checkbox"/> Subdivision # of lots _____ | <input type="checkbox"/> PAD Review            | <input type="checkbox"/> 14-403 Streets Review   |
| <input type="checkbox"/> Flood Hazard                       | <input type="checkbox"/> Shoreland                   | <input type="checkbox"/> Historic Preservation | <input type="checkbox"/> DEP Local Certification |
| <input type="checkbox"/> Zoning Conditional Use (ZBA/PB)    | <input type="checkbox"/> Zoning Variance             | <input type="checkbox"/> Single-Family Minor   | <input type="checkbox"/> Other _____             |

Fees paid: site plan *300.00* subdivision \_\_\_\_\_

**Approval Status:**

Reviewer *Kandi Talbot*

- Approved  Approved w/Conditions listed below  Denied

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

Approval Date *4/10/97* Approval Expiration *4/10/98* Extension to \_\_\_\_\_ date \_\_\_\_\_ date  Additional Sheets Attached

Condition Compliance \_\_\_\_\_ signature \_\_\_\_\_ date \_\_\_\_\_

Performance Guarantee  Required\*  Not Required

\* No building permit may be issued until a performance guarantee has been submitted as indicated below

- |   |                            |                               |                             |
|---|----------------------------|-------------------------------|-----------------------------|
| <input type="checkbox"/> Performance Guarantee Accepted | _____ date _____           | _____ amount _____            | _____ expiration date _____ |
| <input type="checkbox"/> Inspection Fee Paid            | _____ date _____           | _____ amount _____            |                             |
| Performance Guarantee Reduced                           | _____ date _____           | _____ remaining balance _____ | _____ signature _____       |
| Performance Guarantee Released                          | _____ date _____           | _____ signature _____         |                             |
| Defect Guarantee Submitted                              | _____ submitted date _____ | _____ amount _____            | _____ expiration date _____ |
| Defect Guarantee Released                               | _____ date _____           | _____ signature _____         |                             |





**CITY OF PORTLAND, MAINE  
DEVELOPMENT REVIEW APPLICATION  
PLANNING DEPARTMENT PROCESSING FORM**

I. D. Number \_\_\_\_\_

A. R. DeRice Custom Homes

21 March 1997

Applicant 2 Flintlock Ln Falmouth, ME 04105

Application Date \_\_\_\_\_

Applicant's Mailing Address \_\_\_\_\_

Project Name/Description \_\_\_\_\_

Consultant/Agent \_\_\_\_\_

Savoy St

Address of Proposed Site \_\_\_\_\_

428-L (?) 6,7,8

Applicant or Agent Daytime Telephone, Fax \_\_\_\_\_

Assessor's Reference: Chart-Block-Lot

Proposed Development (check all that apply):  New Building  Building Addition  Change of Use  Residential  
 Office  Retail  Manufacturing  Warehouse/Distribution  Other (specify) Duplex

936 Sq Ft

7,995 Sq Ft

Proposed Building Square Feet or # of Units \_\_\_\_\_

Acreage of Site \_\_\_\_\_

Zoning \_\_\_\_\_

**Check Review Required:**

- |   |  |  |  |
|---|--|--|--|
| <input checked="" type="checkbox"/> Site Plan (major/minor) | <input type="checkbox"/> Subdivision # of lots _____ | <input type="checkbox"/> PAD Review            | <input type="checkbox"/> 14-403 Streets Review   |
| <input type="checkbox"/> Flood Hazard                       | <input type="checkbox"/> Shoreland                   | <input type="checkbox"/> Historic Preservation | <input type="checkbox"/> DEP Local Certification |
| <input type="checkbox"/> Zoning Conditional Use (ZBA/PB)    | <input type="checkbox"/> Zoning Variance             | <input type="checkbox"/> Single-Family Minor   | <input type="checkbox"/> Other _____             |

Fees paid: site plan 300.00 subdivision \_\_\_\_\_

**Approval Status:**

Reviewer JIM WENDEL

- Approved  Approved w/Conditions listed below  Denied

- \_\_\_\_\_
- SEE ATTACHED CONDITIONS
- \_\_\_\_\_
- \_\_\_\_\_

Approval Date 4/19/97 Approval Expiration \_\_\_\_\_ date Extension to \_\_\_\_\_ date

Additional Sheets Attached

Condition Compliance \_\_\_\_\_ signature \_\_\_\_\_ date

Performance Guarantee  Required\*  Not Required

\* No building permit may be issued until a performance guarantee has been submitted as indicated below

- |   |                      |                         |                       |
|---|----------------------|-------------------------|-----------------------|
| <input type="checkbox"/> Performance Guarantee Accepted | _____ date           | _____ amount            | _____ expiration date |
| <input type="checkbox"/> Inspection Fee Paid            | _____ date           | _____ amount            |                       |
| Performance Guarantee Reduced                           | _____ date           | _____ remaining balance | _____ signature       |
| Performance Guarantee Released                          | _____ date           | _____ signature         |                       |
| Defect Guarantee Submitted                              | _____ submitted date | _____ amount            | _____ expiration date |
| Defect Guarantee Released                               | _____ date           | _____ signature         |                       |

Address: SAVOY ST

CITY OF PORTLAND, MAINE  
 SITE PLAN REVIEW (ADDENDUM)  
 CONDITIONS OF APPROVAL

APPLICANT: A. R. DeRICE Custom Homes  
 ADDRESS: 2 FLYTLOCK LN, FALMOUTH, ME 04105  
 SITE ADDRESS/LOCATION: 16, 18 SAVOY ST  
 DATE: 4/9/97

Review by the Development Review Coordinator is for General Conformance with ordinances and standards only and does not relieve the applicant, his contractors or agents from the responsibility to provide a completely finished site, including but not limited to: increasing or concentrating of all surface runoff onto adjacent or downstream properties, issues regarding vehicle sight distance, location of public utilities and foundation elevations.

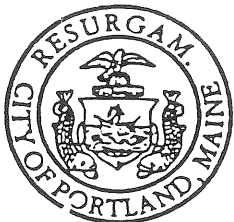
**CONDITIONS CHECKED OFF BELOW WILL BE ENFORCED FOR YOUR SITE PLAN**

1.  All damage to sidewalk, curb, street, or public utilities shall be repaired to City of Portland Standards prior to issuance of a Certificate of Occupancy.
2.  Two (2) City of Portland approved species and size trees must be planted on your street frontage prior to issuance of a Certificate of Occupancy.
3.  Your new street address is now 16, 18 SAVOY ST, the number must be displayed on the street frontage of your house prior to issuance of Certificate of Occupancy.
4.  The Development Review Coordinator (874-8300 ext. 8722) must be notified five (5) working days prior to date required for final site inspection. 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.
5.  Show all utility connections: water, sanitary sewer, storm drain, electric, telephone, cable.
6.  A sewer permit is required for your project. Please contact Carol Merritt at 874-8300, ext. 8828. The Wastewater and Drainage section of Public Works must be notified five (5) working days prior to sewer connection to schedule an inspector for your site.
7.  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.)

- 8.  As-built record information for sewer and stormwater service connections must be submitted to Parks and Public Works Engineering Section (55 Portland Street) and approved prior to issuance of a Certificate of Occupancy.
- 9.  The building contractor shall check the subdivision recording plat for pre-determined first floor elevation and establish the first floor elevation (FFE) and sill elevation (SE) to be set above the finish street/curb elevation to allow for positive drainage away from entire footprint of building.
- 10.  The site contractor shall establish finish grades at the building foundation, bulkhead and basement windows to be in conformance with the first floor elevation (FFE) and sill elevation (SE) set by the building contractor to provide for positive drainage away from entire footprint of building.
- 11.  A drainage plan shall be submitted to and approved by Development Review Coordinator showing first floor elevation (FEE), sill elevation (SE), finish street/curb elevation, lot grading, existing and proposed contours, drainage patterns and paths, drainage swales, grades at or near abutting property lines, erosion control devices and locations and outlets for the drainage from the property.
- 12.  The Development Review Coordinator reserves the right to require additional lot grading or other drainage improvements as necessary due to field conditions.
- 13.  THE FINAL GRADING IN THE BACKYARD SHALL ELIMINATE THE SMALL SHALLOW DEPRESSION; THE GRADING RIDGES UP TO DIRECT RUNOFF TO SAVOY ST SHOULD BE AN EXTENSION OF THE BACK WALL

cc: Katherine Staples, P.E., City Engineer

- 14.  EROSION SHALL BE CONTAINED ON SITE. SAVOY ST SHALL BE KEPT CLEAN OF SOIL DEPOSITED FROM VEHICLES.



CITY OF PORTLAND  
Planning and Urban Development Department

MEMORANDUM

TO: Joseph E. Gray, Jr., Director of Planning and Urban Development  
Alexander Jaegerman, Chief Planner

FROM: James Seymour, Acting Development Review Coordinator

DATE: April 5, 1995

SUBJECT: Disclaimer Statement of Existing Poorly Drained Areas

It is the responsibility of the lot owner/homebuilder to assess drainage and provide for appropriate stormwater management design and engineering in an area which has evidence of poor hydrologic soil conditions, and/or a history of poor drainage, ponding, or soils saturation due to topography, fluctuation of seasonal ground water tables creating surface flooding, or as a result from rainfall events or snow/ice melts. The City of Portland is not responsible for resolving the drainage of land areas which could be described in any one of the above conditions.

The City of Portland Development Review Coordinator reviews lot grading for all single family homes to assure that field elevations will conform to the grades which exist at the abutting property line or to the grades which have been previously approved at the abutting property lines. The construction standards require that final foundation elevations be provided on site plans which are a minimum of 2 1/2 feet higher than street grades established at the frontage of the lot and provide positive drainage away from the entire foundation perimeter, including garage, and all basement accesses (ie. bulkheads, doorways and windows). As long as these standards are strictly enforced, most water problems on single family lots will be avoided. However, in locations with clear evidence of hydric soils, the following note shall be placed on all approved site plans:

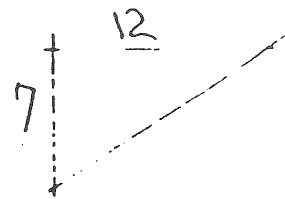
"The City of Portland Development Review Coordinator has reviewed and approved this plan. The lot is located in an areas that is subject to seasonal conditions of saturation by surface or groundwater. Approval of this plan does not constitute a guarantee that no water problems will be experienced by the homeowners in this vicinity. Homeowners are advised to exercise care and diligence to ensure that their home and yard is adequately constructed and graded for localized drainage conditions."



EXHIBIT A



35# SELF-SEAL ASPHALT ROOF SHINGLES



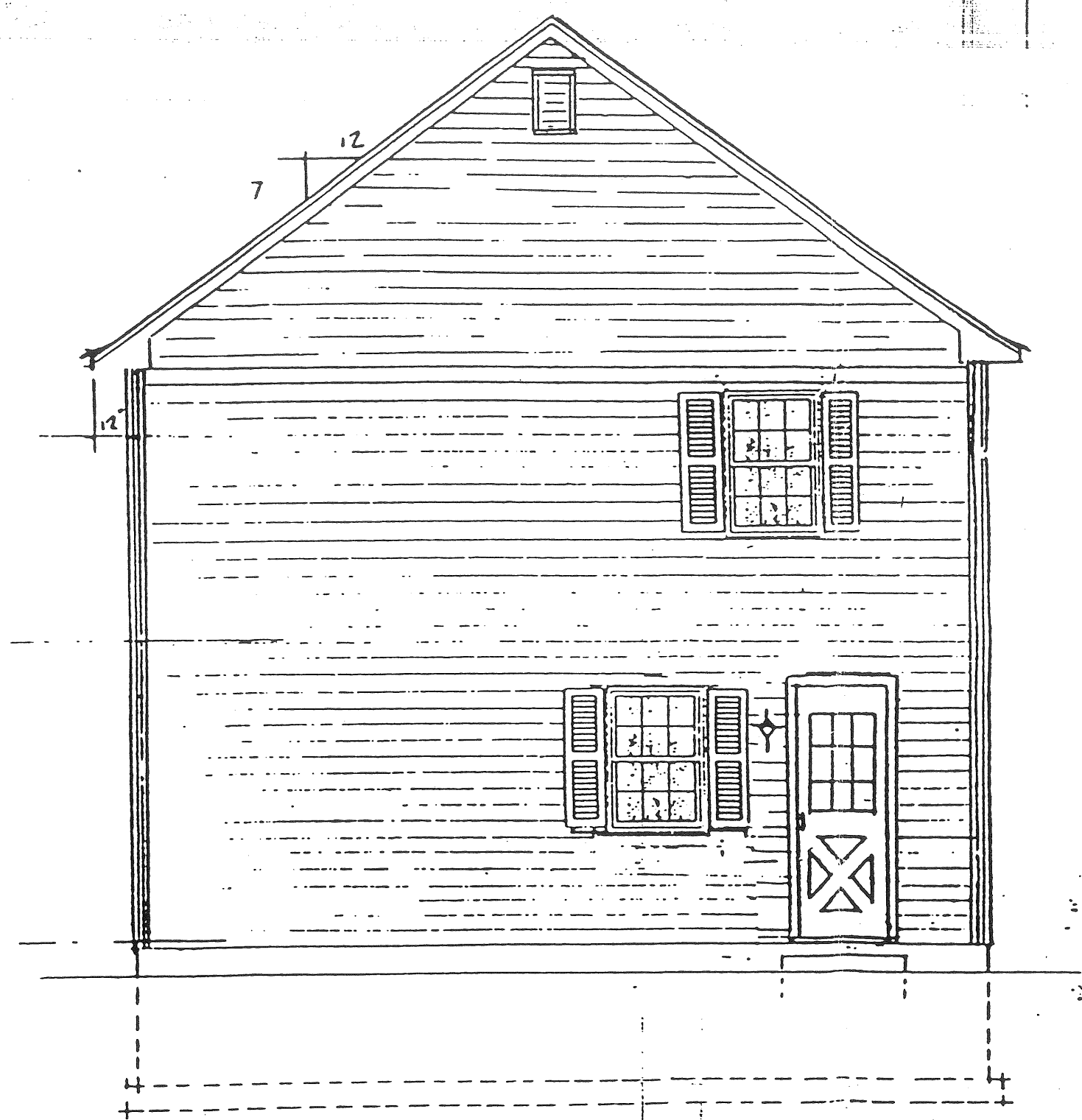
4" VINYL SIDING

6" X 6" FLUTED  
CORNER BOARDS

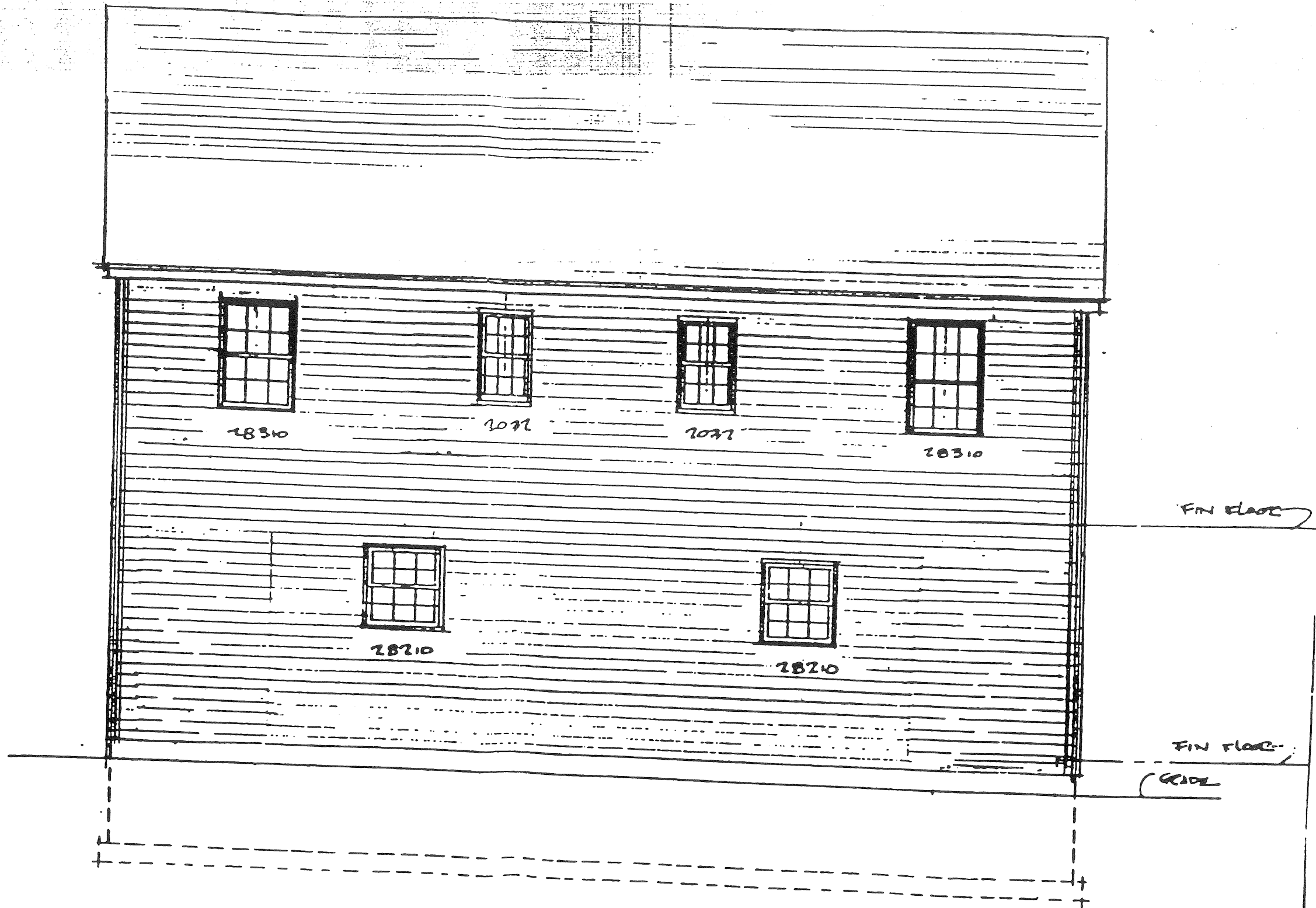
END FLOOR

END FLOOR  
GRADE

FRONT ELEVATION



SIDE ELEVATION



REAR ELEVATION  
SCALE: 1/4" = 1'-0"