

Administrative Authorization Decision

Name: The Children's Center – Egress Stairs and Dormer
Address: 761 Stevens Avenue
Project Description: Construction of Exterior Egress Stairs and Dormer

Criteria for an Administrative Authorizations:
Section 14-523 (4) on page 2 of this application)

Applicant's Assessment
Y(yes), N(no), N/A

Planning Division
Use Only

(See

a) Is the proposal within existing structures?	No	No
b) Are there any new buildings, additions, or demolitions?	No	No
c) Is the footprint increase less than 500 sq. ft.?	Yes	Yes
d) Are there any new curb cuts, driveways or parking areas?	No	No
e) Are the curbs and sidewalks in sound condition?	Yes	Yes
f) Do the curbs and sidewalks comply with ADA?	Yes	Yes
g) Is there any additional parking?	No	No
h) Is there an increase in traffic?	No	No
i) Are there any known stormwater problems?	No	No
j) Does sufficient property screening exist?	Yes	Yes
k) Are there adequate utilities?	Yes	Yes
l) Are there any zoning violations?	No	No
m) Is an emergency generator located to minimize noise?	N/A	N/A
n) Are there any noise, vibration, glare, fumes or other impacts?	N/A	N/A

The Administrative Authorization for exterior egress stairs at 721 Stevens Avenue was approved by Barbara Barhydt, Development Review Services Manager on July 20, 2012 with the following condition(s) of approval:

1. **Standard Condition of Approval:** The applicant shall obtain all required City Permits, including building permits from the Inspection Division (874-8703) and any other permits required from the Department of Public Services (874-8801) prior to the start of any construction.



Barbara Barhydt
Development Review Services Manager
Date of Approval: July 20, 2012



Administrative Authorization Application

Portland, Maine

Planning and Urban Development Department, Planning Division

PROJECT NAME: THE CHILDREN'S CENTER - EGRESS STAIRS AND DORMER

PROJECT ADDRESS: 721 STEVENS AVE CHART/BLOCK/LOT: 146-A-3-5

APPLICATION FEE: _____ (\$50.00)

PROJECT DESCRIPTION: (Please Attach Sketch/Plan of the Proposal/Development)

CONSTRUCTION OF EXTERIOR EGRESS STAIRS & DORMER

CONTACT INFORMATION:

OWNER/APPLICANT

Name: JEN CUSACK (DIRECTOR)

Address: 721 STEVENS AVE
PORTLAND, 04103

Work #: 207 797 9366

Cell #: _____

Fax #: _____

Home #: _____

E-mail: _____

CONSULTANT/AGENT

Name: PAUL KENNEDY (CONTRACTOR)

Address: PROPERTY SOLUTIONS LLC
74 BEST ST, PORTLAND, ME 04103

Work #: 207 632 6098

Cell #: _____

Fax #: _____

Home #: _____

E-mail: _____

Criteria for an Administrative Authorization:

(see section 14-523(4) on pg .2 of this appl.)

- | | |
|---|------------|
| a) Is the proposal within existing structures? | <u>NO</u> |
| b) Are there any new buildings, additions, or demolitions? | <u>NO</u> |
| c) Is the footprint increase less than 500 sq. ft.? | <u>YES</u> |
| d) Are there any new curb cuts, driveways or parking areas? | <u>NO</u> |
| e) Are the curbs and sidewalks in sound condition? | <u>YES</u> |
| f) Do the curbs and sidewalks comply with ADA? | <u>YES</u> |
| g) Is there any additional parking? | <u>NO</u> |
| h) Is there an increase in traffic? | <u>NO</u> |
| i) Are there any known stormwater problems? | <u>NO</u> |
| j) Does sufficient property screening exist? | <u>YES</u> |
| k) Are there adequate utilities? | <u>YES</u> |
| l) Are there any zoning violations? | <u>NO</u> |
| m) Is an emergency generator located to minimize noise? | <u>N/A</u> |
| n) Are there any noise, vibration, glare, fumes or other impacts? | <u>N/A</u> |

Applicant's Assessment
Y(yes), N(no), N/A

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JUL 17 2012

City of Portland
Planning Division

Signature of Applicant:

Jennifer L Cusack

Date:

7/17/12

IMPORTANT NOTICE TO APPLICANT: The granting of an Administrative Authorization to exempt a development from site plan review does not exempt this proposal from other required approvals or permits, nor is it an authorization for construction. You should first check with the Building Inspections Office, Room 315, City Hall (207)874-8703, to determine what other City permits, such as a building permit, will be required.

PROVISION OF PORTLAND CITY CODE
14-523 (SITE PLAN ORDINANCE)
RE: Administrative Authorization

Sec. 14-523 (b). Applicability

No person shall undertake any development identified in Section 14-523 without obtaining a site plan improvement permit under this article. (c) Administrative Authorization. Administrative Authorization means the Planning Authority may grant administrative authorization to exempt a development proposal from complete or partial site plan review that meets the standards below, as demonstrated by the applicant.

1. The proposed development will be located within existing structures, and there will be no new buildings, demolitions, or building additions other than those permitted by subsection b of this section;
2. Any building addition shall have a new building footprint expansion of less than five hundred (500) square feet;
3. The proposed site plan does not add any new curb cuts, driveways, or parking areas; the existing site has no more than one (1) curb cut and will not disrupt the circulation flows and parking on-site; and there will be no drive-through services provided;
4. The curbs and sidewalks adjacent to the lot are complete and in sound condition, as determined by the public works authority, with granite curb with at least four (4) inch reveal, and sidewalks are in good repair with uniform material and level surface and meet accessibility requirements of the Americans with Disabilities Act;
5. The use does not require additional or reduce existing parking, either on or off the site, and the project does not significantly increase traffic generation;
6. There are no known stormwater impacts from the proposed use or any existing deficient conditions of stormwater management on the site;
7. There are no evident deficiencies in existing screening from adjoining properties; and
8. Existing utility connections are adequate to serve the proposed development and there will be no disturbance to or improvements within the public right-of-way.
9. There are no current zoning violations;
10. Any emergency generators are to be located to minimize noise impacts to adjoining properties and documentation that routine testing of the generators occur on weekdays between the hours of 9 a.m. to 5 p.m. Documentation pertaining to the noise impacts of the emergency generator shall be submitted; and
11. There is no anticipated noise, vibration, glare, fumes or other foreseeable impacts associated with the project.

- a. **Filing the Application.** An applicant seeking an administrative authorization under this subsection shall submit an administrative authorization application for review, detailing the site plan with dimensions of proposed improvements and distances from all property lines, and stating that the proposal meets all of the provisions in standards 1-11 of Section 14-423 (b)1. **The application must be accompanied by an application fee of \$50.**
- b. **Review.** Upon receipt of such a complete application, the Planning Authority will process it and render a written decision of approval, approval with conditions or denial, with all associated findings.
- c. **Decision.** If a full administrative authorization is granted, the application shall be approved without further review under this article, and no performance guarantee shall be required. In the event that the Planning Authority determines that standards a and b of Section 14-523 (b) (1) and at least four (4) of the remaining standards have been met, the Planning Authority shall review the site plan according to all applicable review standards of Section 14-526 that are affected by the standards in this subsection that have not been met. If an exemption or partial exemption from site plan review is not granted, the applicant must submit a site plan application that will undergo a full review by the Planning Board or Planning Authority according to the standards of Section 14-526.

PROPERTY SOLUTIONS LLC

74 BEST STREET
PORTLAND, MAINE 04103
207.632.6098

ADMINISTRATIVE AUTHORIZATION APPLICATION

July 17, 2012

City Of Portland
Planning and Urban Development Department, Planning Division
389 Congress Street,
Portland, Maine 04101
207-874-8703

RE: Administrative Authorization Application for 721 Stevens Ave - The Children's Center

The goal and purpose of this project is the construct a second means of egress from a second-story classroom including a 20' wide dustpan dormer, an exterior deck/platform and exterior stairs leading to outside ground level.

The only change to the building footprint is an exterior set of stairs with a second level platform, which has an approximate footprint of less than 150 square feet, as outlined is the attached site plan and construction drawings. The detailed Scope of Work and Site Plan are attached to this application.

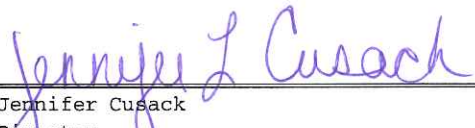
The Building Permit has been submitted with the Inspections Services Department and is currently under review with Jeanie Bourke (207) 874-8716.

Please do not hesitate to contact me, Paul Kennedy, the Contractor of the project at (207) 632-6098, or the Director of The Children's Center, Jen Cusack, at (207) 797-9366, if you have any questions.

Thank you in advance for your consideration.

Sincerely,

PAUL KENNEDY
OWNER / CARPENTER
PROPERTY SOLUTIONS LLC
(207) 632.6098



Jennifer Cusack
Director,
The Children's Center
721 Stevens Ave, Portland 04103
(207) 797-9366

July 17, 2012

721 Stevens Avenue - The Children's Center

The Scope of Work Proposed includes the following:

Safety and Logistic Measures - Temporary construction of a rolled vinyl fence barrier between the work zone and the play area to ensure a safe environment for the customers and to definitively separate the exterior construction zone. This includes a path to the fence gate near the dumpster for equipment and material access within the safe work zone. All of these measures are temporary and none of these measures encroach upon any public right of way.

Dormer Construction - Demolition and disposal of existing wall/roof/ceiling system of the impacted area and reframing of the east wall and east roof slope/collar tie/ceiling system.

- Construction of a dormer as outlined in provided Drawings dated July 16 2012, including installation of all windows and the door scheduled.
- Cellulose insulation will be installed in all new construction areas.
- A gable to ridge ventilation system will be installed in the new construction.
- Exterior Finishes of the dormer will be provided and installed as outlined in the Construction Drawings. All exterior finishes are to match existing as closely as possible unless otherwise specified in final Construction Drawings, and will include the following:
 - Vinyl siding and trimwork, including reworking the existing siding around the attached deck platform.
 - Asphalt composition roof covering on the dormer and exposed areas of the remaining existing slope (either side of the dormer).
- Interior Finishes will be provided and installed as outlined in the Construction Drawings. Per our usual arrangement, interior will be left in "ready to Paint" condition, and painting is not included in this Proposal.

Interior Finishes will include:

- Sheetrock wallboard on new and impacted existing walls and ceiling
- Pine trimwork on new windows/door and vinyl cove base at floor perimeter
- Finish Flooring (To be determined).

Egress Construction

- Construction of all necessary below grade concrete footings for the platform and the staircase as outlined in the provided Drawings
- Construction of a second level platform, attached to the building, and guardrail system located on east side of the Kindergarten as outlined in the provided Drawings. This platform is to be approximately 5 feet wide and 6 feet 3½ inches deep, constructed using conventional framing methods with pressure treated framing lumber, decking and guardrail materials. *Deck will be lagged to the building rim using galvanized ¼" lag screws and 2 Simpson DTT2 Lateral Load connectors to fasten deck to interior floor joist*
- Construction of a staircase and handrail/guardrail system using conventional framing methods and pressure treated materials, leading from the new platform to down to ground level in the rear yard, as outlined in Construction Drawings provided

Electrical Work - The Licensed Electrician (Caron & Waltz) will separately apply for the electrical permit and outline electrical scope of work at that time.

Please do not hesitate to contact me with any questions that you may have regarding this Permit Application.

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JUL 17 2012

City of Portland
Planning Division

Assessor's Office | 389 Congress Street | Portland, Maine 04101 | Room 115 | (207) 874-8486

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Current Owner Information:

Services

- Applications
- Doing Business
- Maps
- Tax Relief
- Tax Roll
- Q & A

CBL 146 A003001
Land Use Type LITERARY & SCIENTIFIC INS
Property Location 721 STEVENS AVE
Owner Information CHILDREN'S CENTER THE
 721 STEVENS AVE
 PORTLAND ME 04103
Book and Page 15577/192
Legal Description 146-A-3-5
 STEVENS AVE 715-723
 WAVERLY ST 44-62
 32126 SF
Acres 0.738

Current Assessed Valuation:

TAX ACCT NO.	21452	OWNER OF RECORD AS OF APRIL 2011
LAND VALUE	\$84,300.00	CHILDREN'S CENTER THE
BUILDING VALUE	\$340,600.00	721 STEVENS AVE
LITERARY AND SCIENTIFIC	(\$424,900.00)	PORTLAND ME 04103
NET TAXABLE - REAL ESTATE	\$0.00	
TAX AMOUNT	\$0.00	

Any information concerning tax payments should be directed to the Treasury office at 874-8490 or [e-mailed](#).

Building Information:

Building 1

Year Built 1900
Style/Structure Type OLD STYLE
Stories 2
Units 1
Bedrooms 6
Full Baths 2
Half Baths 1
Total Rooms 11
Attic PART FINSH
Basement FULL
Square Feet 4054

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Best viewed at 800x600, with Internet Explorer

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JUL 17 2012

City of Portland
Planning Division



Outbuildings/Yard Improvements:

Building 1
Year Built 1900
Structure GARAGE-WD/CB
Size 25X30
Units 1
Grade C
Condition A

Sales Information:

Sale Date	Type	Price	Book / Page
7/5/2000	LAND + BUILDING	\$100,000.00	15577/192

[New Search](#)



THE CHILDREN'S CENTER

CHART #	BLOCK #	LOT #'S
146	A	003-005



PORTLAND MAINE

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Receipts Details:

Tender Information: Check , BusinessName: Paul Kennedy, Check Number: 2549

Tender Amount: 50.00

Receipt Header:

Cashier Id: ldobson

Receipt Date: 7/17/2012

Receipt Number: 46034

Receipt Details:

Referance ID:	1687	Fee Type:	PEZ-ADAUTH
Receipt Number:	0	Payment Date:	
Transaction Amount:	50.00	Charge Amount:	50.00
Job ID: Project ID: 2012-544 - 721 Stevens Ave.; Exterior Egress Stairs & Dormer			
Additional Comments: Admin Auth 721 Stevens			

Thank You for your Payment!