



Administrative Authorization Application Portland, Maine

Planning and Urban Development Department, Planning Division

PROJECT NAME: Maine DEA

PROJECT ADDRESS: 298 Canco Road **CHART/BLOCK/LOT:** 154-B-2, 153-A-17

APPLICATION FEE: \$50 (\$50.00)

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

New Exterior Ramp under 500 SF

CONTACT INFORMATION:

OWNER/APPLICANT

Name: Timm Real Estate, LLC
Address: 5 Depot Street
Suite 24, Freeport, ME 04032
Work #: 207-775-7576
Cell #: _____
Fax #: _____
Home #: _____
E-mail: _____

CONSULTANT/AGENT

Name: Rachel Sunnell, Gawron Turgeon Architects
Address: 29 Black Point Road
Scarborough, ME 04074
Work #: 207-883-6307
Cell #: _____
Fax #: _____
Home #: _____
E-mail: rsunnell@maine.rr.com

Criteria for an Administrative Authorization:
(see section 14-523(4) on pg .2 of this appl.)

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

- a) Is the proposal within existing structures? N
- b) Are there any new buildings, additions, or demolitions? N
- c) Is the footprint increase less than 500 sq. ft.? Y
- d) Are there any new curb cuts, driveways or parking areas? N
- e) Are the curbs and sidewalks in sound condition? Y
- f) Do the curbs and sidewalks comply with ADA? Y
- g) Is there any additional parking? N
- h) Is there an increase in traffic? N
- i) Are there any known stormwater problems? N
- j) Does sufficient property screening exist? Y
- k) Are there adequate utilities? Y
- l) Are there any zoning violations? N
- m) Is an emergency generator located to minimize noise? N/A
- n) Are there any noise, vibration, glare, fumes or other impacts? N

Signature of Applicant: Doug Timm	Date: 6-24-13
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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.

Administrative Authorization Decision

Application #: 2013-151

Name: Exterior Ramp

Address: CANCO RD

Description: New Exterior Ramp under 500 sq. ft.

Criteria for an Administrative Authorization:

Applicant's Assessment

Planning Division

(See Section 14-523 (4) on page 2 of this application)

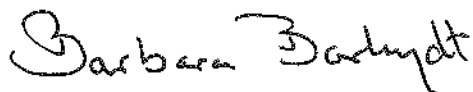
Yes, No, N/A

Use Only

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 - City building sidewalk on Canco	
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?	No	No	

The Administrative Authorization for the Exterior Ramp was approved by Barbara Barhydt, Development Review Services Manager on June 26, 2013 with the following condition of approval listed below:

- 1) The request for an administrative authorization is approved with the one condition that a building permit from the Inspection Division be obtained for the proposed ramp leading to the front door.



Barbara Barhydt
Development Review Services Manager
Approval Date: June 26, 2013

City of Portland
 Development Review Application
 Planning Division Transmittal Form

Application Number: 2013-151 **Application Date:** 06/25/2013
CBL: 153 A017001 **Application Type:** Administrative Authorization

Project Name: Exterior Ramp
Address: 298- CANCO RD
Project Description: New Exterior Ramp under 500 sq. ft.

Distribution List:

Planner	Barbara Barhydt	Parking	John Peverada
Zoning	Marge Schmuckal	Design Review	Alex Jaegerman
Traffic Engineer	Tom Errico	Corporation Counsel	Danielle West-Chuhtia
Civil Engineer	David Senus	Sanitary Sewer	John Emerson
Fire Department	Chris Pirone	Inspections	Tammy Munson
City Arborist	Jeff Tarling	Historic Preservation	Deb Andrews
Engineering	David Margolis-Pineo	DRC Coordinator	Phil DiPierro
		Outside Agency	

CITY OF PORTLAND
DEPARTMENT OF PLANNING & URBAN DEVELOPMENT

389 Congress Street
 Portland, Maine 04101

RECEIPT OF FEES

Application No: 2013-151	Applicant: TIMM REAL ESTATE LLC
Project Name: Exterior Ramp	Location: 298- CANCO RD
CBL: 153 A017001	Development Type: Administrative Authorization
Invoice Date: 06/25/2013	

Previous Balance	-	Payment Received	+	Current Fees	-	Current Payment	=	Total Due	Payment Due Date
\$0.00		\$0.00		\$50.00		\$50.00		\$0.00	On Receipt

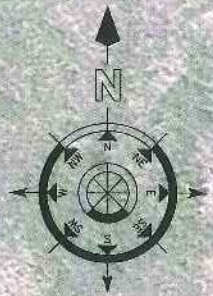
Previous Balance **\$0.00**

Fee Description	Qty	Fee/Deposit Charge
Administrative Authorization	1	\$50.00
		<u>\$50.00</u>
	Total Current Fees:	+ \$50.00
	Total Current Payments:	- \$50.00
	Amount Due Now:	\$0.00

CBL 153 A017001
Bill to:

Application No: 2013151
Invoice Date: 06/25/2013
Invoice No: 41612
Total Amt Due: \$0.00
Payment Amount: \$50.00

Make checks payable to the *City of Portland*, ATTN: Inspections, 3rd Floor, 389 Congress Street, Portland, ME 04101.



MAINE DEA
312 CANCO ROAD
PORTLAND, MAINE

REVISIONS	
#	DESCRIPTION

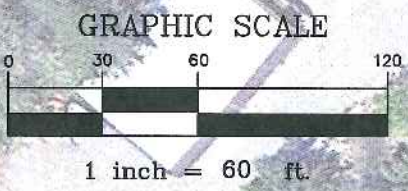
DATE:	06/21/13
PROJECT #:	040113
DRAWN BY:	KLD
CHECKED BY:	RS
DRAWING SCALE:	1" = 60'

SHEET TITLE
**RAMP
LOCATION PLAN**

L1.001



Timm Real Estate
298 Canco Road
Portland, Maine
154-B-2, 153-A-17
Ramp Location Plan



A1 RAMP LOCATION PLAN

1" = 60' NOTE: This is not a boundary survey.