

**CITY OF PORTLAND, MAINE**  
**PLANNING BOARD**

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Lee Lowry III, Chair  
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August 23, 2005

Radcliffe Glen Condominium Association  
C/O Mr. Vincent Sbrano  
25 Kimberly Court  
Portland, ME 04103

RE: Radcliffe Glen - Proposed Amendment to an Approved Subdivision  
**Proposed Traffic Barrier at Majors Court and University Street**  
Application ID #2005-0075, CBL #153 A025001

Dear Mr. Sbrano:

On August 9, 2005, the Portland Planning Board voted 4-0 (Odokara, Anton, and Tevenian Absent) to approve the above referenced subdivision amendment application. The approval was granted for the project with the following condition(s):

- i. The applicant shall coordinate with the City of Portland Police and Fire Departments to ensure that the proposed barrier is appropriately fitted with a Knox-Lock devise or equivalent so that all forms of emergency response vehicles will have access between University Street and Majors Court. The final barrier and Knox-Lock design shall be subject to review and approval by the Planning Authority. The Planning Authority shall review and approve final barrier location consistent with other requirements.
- ii. The applicant shall keep the gated pathway between University Street and Majors Court clear and open to the passage of authorized emergency vehicles by keeping it free, at all times, of obstructions such as snow and ice, parked vehicles, and debris.
- iii. The applicant shall modify the site plan to provide a public vehicle turnaround at the Eastern terminus of University Avenue in conformance with the City's technical standards and shall grant a public easement to the City over said turnaround. This modification shall be subject to final review and approval by the City Engineer, Corporation Counsel, and the Planning Authority.
- iv. The applicant shall modify the plan to provide an adequate pedestrian connection between Major's Court and University Avenue, if one does not

already exist to staff's satisfaction, subject to final review and approval by the Planning Authority.

- v. The applicant shall contract the services of a professional engineer to design the changes required in the conditions above.

The approval is based on the submitted site plan and the findings related to site plan and subdivision review standards as contained in Planning Report #49-05, which is attached.

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

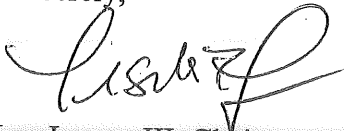
1. Where submission drawings are available in electronic form, the applicant shall submit any available electronic Autocad files (\*.dwg), release 14 or greater, with seven (7) sets of the final plans.
2. A performance guarantee covering the site improvements as well as an inspection fee payment of 2.0% of the guarantee amount and 7 final sets of plans must be submitted to and approved by the Planning Division and Public Works prior to the release of the building permit. If you need to make any modifications to the approved site plan, you must submit a revised site plan for staff review and approval.
3. 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. Requests to extend approvals must be received before the expiration date.
4. A defect guarantee, consisting of 10% of the performance guarantee, must be posted before the performance guarantee will be released.
5. Prior to construction, a pre-construction meeting shall be held at the project site with the contractor, development review coordinator, Public Work's representative and owner to review the construction schedule and critical aspects of the site work. At that time, the site/building contractor shall provide three (3) copies of a detailed construction schedule to the attending City representatives. It shall be the contractor's responsibility to arrange a mutually agreeable time for the pre-construction meeting.
6. If work will occur within the public right-of-way such as utilities, curb, sidewalk and driveway construction, 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.)

The Development Review Coordinator must be notified five (5) working days prior to date required for final site inspection. The Development Review Coordinator can be reached at the Planning Division at 874-8632. 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.

If there are any questions, please contact Ethan Boxer-Macomber, Planner at 756-8083 or [ebm@portlandmaine.gov](mailto:ebm@portlandmaine.gov).

Sincerely,



Lee Lowry III, Chair  
Portland Planning Board

cc: Lee D. Urban, Planning and Development Department Director  
Alexander Jaegerman, Planning Division Director  
Sarah Hopkins, Development Review Services Manager  
Ethan Boxer-Macomber, Planner  
Jay Reynolds, Development Review Coordinator  
— Marge Schmuckal, Zoning Administrator  
Inspections Division  
Michael Bobinsky, Public Works Director  
Traffic Division  
Eric Labelle, City Engineer  
Jeff Tarling, City Arborist  
Penny Littell, Associate Corporation Counsel  
Greg Cass, Fire Prevention  
Assessor's Office  
Approval Letter File

