



CITY OF PORTLAND

January 18, 2002

153-A-001

Church Property Commission
360 Canco Road
Portland, Maine 04103

Subject: Parking lot expansion

Dear Applicant:

This letter is to summarize the status of your project at 360 Canco Road. On November 6, 2001, I inspected the development of your site, and found it to be out of compliance with the approved site plan.

In particular, the following items must be addressed:

1. Changes to the parking layout: Three parking spaces have been added in the northerly side of the expansion.
2. Changes to traffic circulation: One-way circulation has been built, as opposed to the proposed two-way traffic as shown on the approved site plan.
3. Addition of Lighting: Two new light poles with flood lights have been installed. These were not on the approved plan. In your submittal to the city dated October 31, 2000, note 2 (j) states that "No new lighting is proposed for the parking expansion".
4. Landscaping not installed.

Because your build out does not conform to the approved plan, you must apply to the City for an amendment to your site plan. This should reflect the as-built condition of the changed parking and circulation areas. Also, a photometric plan must be submitted to ensure compliance with city lighting standards.

Please apply for an amendment to your site plan no later than February 18, 2002. These items must be resolved prior to May 31, 2002. Otherwise, the City will unfortunately be required to take action to require conformance with the approved plan.

Please contact me if you have any questions.
Thank You.

Sincerely,

Jay Reynolds

Development Review Coordinator