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Planning & Urban Development Department

Jeff Levine, AICP, Director

Planning Division

Alexander Jaegerman, FAICP, Director

March 19, 2013

Cumberland Farms, Inc.
Attention: Kathleen A, Sousa
100 Crossing Blvd
Framingham, MA 01702

Petrucci Martin & Haddow, LLP
Attention: Jisel Lopez
50 Monument Square
Portland, ME 04112

Project Name:	Building Addition	Project ID:	2013-030
Address:	801 Washington Avenue	CBL:	163-B-003
Applicant:	Cumberland Farms, Inc.		
Planner:	Shukria Wiar		

Dear Ms. Sousa:

On March 15, 2013, the Planning Authority considered an amendment to revise the façade of the approved building addition and site improvements located at 801 Washington Avenue. Any waivers, conditions, and standard conditions of approval included in the original approval remain valid for the amended site plan, unless stated otherwise. The Planning Authority reviewed the amended plan for conformance with the standards of the Site Plan Ordinance and the B2 Commercial Business Design Standards and the amended plan as shown on the plan dated 11.19.2012 is approved with the following conditions:

1. The applicant shall maintain 50% visibility through the windows.
2. The applicant shall add additional landscaping at the existing landscaped islands. Additional street trees will add vertical height and create a cohesive wall of enclosure along Washington and Ocean Avenues.

The approval is based on the submitted amended site plan dated 11.19.2012. If you need to make any modifications to the approved site plan, you must submit an amended site plan for staff review and approval. Please note that the

STANDARD CONDITIONS OF APPROVAL

Please note the following standard conditions of approval and requirements for all approved site plans:

1. **Develop Site According to Plan** The site shall be developed and maintained as depicted on the site plan and in the written submission of the applicant. Modification of any approved site plan or alteration of a parcel which was the subject of site plan approval after May 20, 1974, shall require the prior approval of a revised site plan by the Planning Board or Planning Authority pursuant to the terms of Chapter 14, Land Use, of the Portland City Code.
2. **Separate Building Permits Are Required** This approval does not constitute approval of building plans, which must be reviewed and approved by the City of Portland's Inspection Division.
3. **Site Plan Expiration** The site plan approval will be deemed to have expired unless work has commenced within one (1) year of the approval or within a time period up to three (3) years from the approval date as agreed upon in writing by the City and the applicant. Requests to extend approvals must be received before the one (1) year expiration date.

4. **Performance Guarantee and Inspection Fees** A performance guarantee covering the site improvements, inspection fee payment of 2.0% of the guarantee amount and seven (7) final sets of plans must be submitted to and approved by the Planning Division and Public Services Department prior to the release of a building permit, street opening permit or certificate of occupancy for site plans. If you need to make any modifications to the approved plans, you must submit a revised site plan application for staff review and approval.
5. **Defect Guarantee** A defect guarantee, consisting of 10% of the performance guarantee, must be posted before the performance guarantee will be released.
6. **Preconstruction Meeting** Prior to the release of a building permit or site construction, a pre-construction meeting shall be held at the project site. This meeting will be held with the contractor, Development Review Coordinator, Public Service's representative and owner to review the construction schedule and critical aspects of the site work. At that time, the Development Review Coordinator will confirm that the contractor is working from the approved site plan. 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. (If applicable)
7. **Department of Public Services Permits** 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.)
8. **As-Built Final Plans** Final sets of as-built plans shall be submitted digitally to the Planning Division, on a CD or DVD, in AutoCAD format (*.dwg), release AutoCAD 2005 or greater.

The Development Review Coordinator must be notified five (5) working days prior to the date required for final site inspection. The Development Review Coordinator can be reached at the Planning Division at 874-8632. 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 Shukria Wiar at (207) 756-8083 or via shukriaw@portlandmaine.gov

Sincerely,



Barbara Barhydt
Interim Planning Division Director

Electronic Distribution:

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Approval Letter File