



PORTLAND MAINE

Strengthening a Remarkable City, Building a Community for Life • www.portlandmaine.gov

*Lee Urban- Director of Planning and Development
Marge Schmuckal, Zoning Administrator*

June 11, 2008

Luke Rollins
Dorens Construction
175 South Freeport Road
Freeport, ME 04032

cc: Gene Gillies
Martin's Point Health Care
331 Veranda Street
Portland, ME 04103

RE: 901 Washington Avenue – 170-F-001 – B-2 Zone – application #08-0638

Dear Mr. Rollins,

I am in receipt of your application to change the use of a building previously occupied by Andover College into offices for Martin's Point Health Care. Before I can complete my zoning review, I will need a site plan showing parking along with a parking analysis detailing all the uses on the site and required number of parking spaces. I need to determine whether the change of use has the required number of parking spaces on site as required by ordinance.

I will also bring to your attention that any change of use consisting of over 5,000 square feet of floor area requires a site plan review through the Planning Division. Your proposal is showing that approximately 21,000 square feet of floor area is involved with the proposed change of use. Please contact Barbara Barhydt at 874- 8699 of the Planning Division for more details on what will be required for the site plan submittal and review.

Your permit will be on hold until I receive the parking site plan and parking/use analysis. If you have any questions regarding this matter, please do not hesitate to contact me at 874-8695.

Very truly yours,

Marge Schmuckal
Zoning Administrator

Cc: Barbara Barhydt, Planning
File