

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

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Orlando E. Delogu, Chair  
Lee Lowry III, Vice Chair  
John Anton  
Kevin Beal  
Michael Patterson  
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April 27, 2005

Mr. Robert Adam  
Teal LLC  
662 East Bridge Street  
Westbrook, ME 04092

RE: Subdivision of Single-family Lot, 60 Eastfield Road  
ID #2005-0081, CBL #194-C-052

Dear Mr. Adam:

On April 26, 2005 the Portland Planning Board voted unanimously (4-0, Silk, Anton absent) on the following motions regarding the division of a single-family lot into two (2) lots located at 60 Eastfield Road with the following condition:

- i. that the developer shall provide financial capability to the Planning staff prior to issuance of a building permit.

The approval is based on the submitted plan and the findings related to site plan review standards as contained in Planning Report #28-05, which is attached.

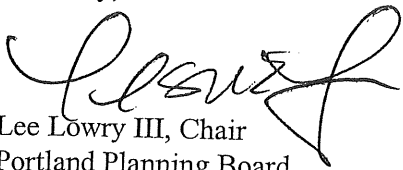
Please note the following provisions and requirements for all subdivision approvals:

1. Mylar copies of the construction drawing for the subdivision must be submitted to the Public Works Department prior to the release of the plat. 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 must be submitted to and approved by the Planning Division and Public works prior to the recording of the subdivision plat. The subdivision approval is valid for three (3) years.
3. A defect guarantee, consisting of 10% of the performance guarantee, must be posted before the performance guarantee will be released.

4. 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.
5. 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.)
6. 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 Department 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 regarding the Board's actions, please contact Kandice Talbot at 874-8901.

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
  - Kandice Talbot, 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  
Fire Prevention  
Assessor's Office  
Approval Letter File

