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Penny St. Louis Littell- Director of Planning and Development Marge Schmuckal, Zoning Administrator

October 24, 2008

Charter Realty & Development Corp. 22 McGrath Highway Somerville, MA 02143 Attn: Karen Johnson

RE: 1354-1422 Congress Street Westgate Plaza – 191-B-19, 197-A-12 & 187-B-1, 15,18 & 19 (the "Property") – B-2 Zone

Dear Ms. Johnson,

I am in receipt of your request to update a previous determination letter dated March 5, 2008. A revised site plan of existing conditions has been provided to me that reflects the correction of an error by the surveyor concerning parking spaces. The new survey provided to me is from Doucet Survey, Inc. and titled, "ALTS/ACSM LAND TITLE SURVEY OF WESTGATE SHOPPING PLAZA, CONGRESS STREET & WESTLAND AVENUE, PORTLAND, MAINE", and dated October 10, 2007.

The Property is located within a B-2 Community Business Zone which permits such uses as, but not limited to:

- a) General, business and professional offices;
- b) Personal services:
- c) Retail establishments:
- d) Restaurants.

All the given listed uses of the Property are permitted in the B-2 Zone.

Currently the Property is legally nonconforming in regards to front yard parking. The number of parking spaces as shown on the revised site plan conforms to the current parking requirements as listed under Division 20. The Property is also legally nonconforming in regards to the maximum impervious surface. All other dimensional requirements currently listed in the B-2 Zone are being met on the Property. The Property is not within a Shoreland Zone. The Property is located in a Zone "C" as shown on panel 13 of the FIRM Flood Maps.

To the best of my knowledge all appropriate and required City permits, licenses, and approvals have been taken out and approved for the current use(s) and development of the Property.

It has been noted during a subsequent inspection that an illegal sign as pointed out previously has been removed from the site. I am unaware of any pending or contemplated land use or zoning actions with respect to the Property.

Very truly yours,

Marge Schmuckal
Zoning Administrator

Cc: file

### CITY OF PORTLAND, MAINE DEVELOPMENT REVIEW APPLICATION PLANNING DEPARTMENT PROCESSING FORM

Planning Conv

2008-0027 Application I. D. Number

		rianning Copy	Application 1. D. Palitaei
Charter Realty & Development		=	3/11/2008
Applicant		•	Application Date
800 Westchester Ave Ste. S-632, Rye B	rook, NY 10573	_	Westgate Shopping Plaza
Applicant's Mailing Address		=	Project Name/Description
Consultant/Agent		1354 - 1422 Congress Street, P	ortland, Maine
Consultant/Agent Applicant Ph: (617) 591-9995 Ager	ıt Fax:	Address of Proposed Site	
Applicant or Agent Daylime Telephone, F.		191 B019001 Assessor's Reference: Chart-Bloo	kl ot
		Building Addition	
		Apt 0 Condo 0 Other (sp	
Proposed Building square Feet or # of Un	its Acreage of Site	0 Proposed Total Disturbed Area of the Site	B2 Zoning
Check Review Required:			
•	Zoning Conditional - PB	G Subdivision # of loto 2	
Amendment to Plan - Board Review		✓ Subdivision # of lots 3	
	zoning conditional - zbA	1.1	
Affact to Plan - Staff Review		Zoning Variance Flood Hazard	Site Location
After the Fact - Major		Stormwater Traffic Movemen	nt U Other
After the Fact - Minor		PAD Review 14-403 Streets I	Review
Fees Paid: Site Plan \$2,175.00	Subdivision	Engineer Review	Date 3/12/2008
Planning Approval Status:		Reviewer	
Approved	Approved w/Conditions See Attached	Denied	
Approval Date	Approval Expiration	Extension to	Additional Sheets
OK to Issue Building Permit			Attached
·	signature	date	
Performance Guarantee	Required*	Not Required	
* No building permit may be issued until a	performance quarantee has	been submitted as indicated below	
	periodica gaarantoo nagi	book continued to molecular beloty	
Performance Guarantee Accepted	data		
Increation Fee Daid	date	amount	expiration date
Inspection Fee Paid	doto		_
Ruilding Parmit Issue	date	amount	
Building Permit Issue	dale		
Performance Guerantee Deduced	uale		
Performance Guarantee Reduced	date	romaining Salasas	_+1.
Tamporani Corlificato of Consumo	uate	remaining balance	signature
Temporary Certificate of Occupancy	date	Conditions (See Attached)	
Einet Inconcetion	Gale		expiration date
Final Inspection	-da\$a	-1	_
Codificate Cf Constitution	date	signature	
Certificate Of Occupancy			
	date		
Performance Guarantee Released			_
	date	signature	
Defect Guarantee Submitted			
	submitted date	amount	expiration date
Defect Guarantee Released			=
	date	signature	



### Development Review Application Portland, Maine

Department of Planning and Development, Planning Division and Planning Board

Address of Proposed Development: 1354 – 1422 Congress Street				
Zone: B-2				
Project Name: Westgate Plaza				
Existing Building Size: 89,520	sq. ft.	Proposed Building Siz	se: 92,520 sq. ft.	
Existing Acreage of Site: 496,199 11.391	sq. ft. or actes	Proposed Acreage of S	Site: Same sq. ft.	
Proposed Total Disturbed Area of the	Site: Approximately 87	,000 sq. ft. or 2 acres.		
* If the proposed disturbance is greater than one acre, then the applicant shall apply for a Maine Construction General Permit (MCGP) or Chapter 500, Stormwater Management Permit with the Maine Department of Environmental Protection (DEP).				
Tax Assessor's Chart, Block & Lot:	Property Owners Name/ Mailing address:		Telephone #: (914) 701-4002	
Chart #	Charter Westgate, LLC		Cell Phone #:	
Block # 191/ 197	c/o Charter Realty & Development Corp 800 Westchester Avenue, Suite S-632			
Lot # B-19/A-12, B-1, 15, 18 & 19	Rye Brook, New York, 10573			
Consultant/Agent Name, Mailing Address, Telephone #, Fax # and Cell Phone #:	Applicant's Name/ Mailing Address:  Karen Johnson c/o Charter Realty & Development Corp 800 Westchester Avenue, Suite S-632 Rye Brook, New York, 10573		Telephone #: (617) 591-9995	
Bradlee Mezquita Appledore Engineering, Inc 15 Rye Street, Suite 305 Portsmouth, New Hampshire 03801 (603) 433-8818			Cell Phone #: 203-605-9175	
Fee for Service Deposit (all applications)  X (\$200.00)				
Proposed Development (check all tha		Residential Off	ice Retail	
X New Building Building Addition Change of Use Residential Office Retail  Manufacturing Warehouse/Distribution Parking lot  X Subdivision (\$500.00) + amount of lots 3 (\$25.00 per lot) \$ 75 + major site plan fee if applicable				
Site Location of Development (\$3,000.00)  (except for residential projects which shall be \$200.00 per lot)				
Traffic Movement (\$1,000.00) Section 14-403 Review (\$400.00 + \$	Storm water Quality (\$ 25.00 per lot)			
Other ~ Please see next page ~				

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Submittals shall include seven (7) folded packets containing of the following materials:

A. Copy of the application.

B. Cover letter stating the nature of the project.

C. Written Submittal (Sec. 14-525 2. (c), including evidence of right, title and interest.

D. A standard boundary survey prepared by a registered land surveyor at a scale not less than one inch to 100 feet.

E. Plans and maps based upon the boundary survey and containing the information found in the attached sample plan checklist.

E. Copy of the checklist completed for the proposal listing the material contained in the submitted application.

F. In addition to the seven (7) sets of documents listed above, one (1) set of the site plans reduced to 11 x 17 must be submitted.

Portland's development review process and requirements are outlined in the Land Use Code (Chapter 14), which includes the Subdivision Ordinance (Section 14-491) and the Site Plan Ordinance (Section 14-521). Portland's Land Use Code is on the City's web site: <a href="https://www.portlandmaine.gov">www.portlandmaine.gov</a> Copies of the ordinances may be purchased through the Planning Division.

I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the Planning Authority and Code Enforcement's authorized representative shall have the authority to enter all areas covered by this permit at any reasonable hour to enforce the provisions of the codes applicable to this permit.

This application is for site review only; a Performance Guarantee, Inspection Fee, Building Permit Application and associated fees will be required prior to construction.

Signature of Applicant:	Date:
Kara Jol	3/7/08



### Conditional Use Application Department of Planning and Development Portland Planning Board

1.	Applicant Information:	2.	Subject Property:		
	Charter Realty & Development Corp - Karen Johnson Name		1354 - 1422 Congress Street Address		
	800 Westchester Avenue, Suite S-632 Address		Weslgate Plaza		
	Rye Brook, New York 10573		191-B-19; 197-A-12; 197-B-1, 15, 18 & 19 Assessor's Reference (Chart-Block-Lot)		
	(914) 701-4002 (914) 701-4003 Phone Fax				
3.	Property Owner: Applicant X Other	4.	Current Zoning Designation(s):		
	Charter Westgate, LLC, c/o Charter Realty & Development C Name	orp	B-2 Zone		
	800 Westchester Avenue, Suite S-632 Address				
	Rye Brook, New York 10573				
	(914) 701-4002 (914) 701-4003 Phone Fax				
5.	Right, Title, or Interest: Please identify the status of the	ne applio	cant's right, title, or interest in the subject property:		
	Owner, Deed				
	Provide documentary evidence, attached to this application property. (For example, a deed, option or contract to put	on, of a	pplicant's right, title, or interest in the subject or lease the subject property.)		
6.	Vicinity Map: Attach a map showing the subject parcel and abutting parcels, labeled as to ownership and/or currenuse. (Applicant may utilize the City Zoning Map or Parcel Map as a source.)  See Existing Conditions Plan.				
7.	Existing Use:		·		
	Describe the existing use of the subject property: Shopp	ing Cent	er		
8.	Type of Conditional Use Proposed:				
	Drive through window at proposed bank and proposed resta	aurant.			

- Sketch Plan: On a separate sheet please provide a sketch plan of the property, showing existing and 9, proposed improvements, including such features as buildings, parking, driveways, walkways, landscape and property boundaries. This may be a professionally drawn plan, or a carefully drawn plan, to scale, by the applicant. (Scale to suit, range from 1"=10' to 1"=100'.)
- Conditional Use Authorized by: Section 14- 183 (a) 4 10.
- Standards Criteria for Conditional Use Appeal 11.

Upon a showing that a proposed use is a conditional use under this article, a conditional use permit shall be granted unless the Board determines that:

- There are unique or distinctive characteristics or effects associated with the proposed conditional use; a.
- There will be an adverse impact upon the health, safety, or welfare of the public or the surrounding area; b.
- Such impact differs substantially from the impact which would normally occur from such a use in that zone.
- Application Fee: A fee for must be submitted by check payable to the City of Portland in accordance with Section 12. 14-54 of the Municipal Code (see below). The applicant also agrees to pay all costs of publication (or advertising) of the Workshop and Public Hearing notices as required for this application. Such amount will be billed to the applicant following the appearance of the advertisement.
  - Fee for Service Deposit (\$200.00) Χ (Required for all applications in addition to the applicable application fee listed below)

Х Conditional Use \$100.00

Legal Advertisements

percent of total bill

Notices

.55 cents each

(workshop and public hearing)

840 FB: Legal notices placed to the new-paper for the public heaving meeting are required by Fune Serais. and local ordinance. The cost of any and all blewspaper advertisements, legal adventisements and Ptumino Board notices will be hilled directly to the applicant.

Signature: The above information is true and accurate to the best of my knowledge. 13.

3 108 Date of Filing

Signature of Applicant

Further Information: Please contact the Planning Division for further information regarding the conditional use process. Applicants are encouraged to make an appointment to discuss their conditional use before filing the application.

Applicants are encouraged to include a letter or narrative to accompany the conditional use application which can provide additional background or contextual information, and describe the proposed conditional use and reasons for the request in a manner that best suits the situation.

Portland Planning Board, Portland, Maine- Effective: July 6, 1998

Department of Planning and Development ~ Portland City Hall ~ 389 Congress Street ~ Portland, Maine 04101~ Ph (207)874-8720



Pease International Madeport 15 Rye Street, Suite 305 Portsmouth, NH 03801 tel 603.433.8818 fax 603.433.8988 aei@appledoreeng.com www.appledoreeng.com

#### **MEMORANDUM**

Date: March 5, 2008

To: City of Portland Planning Board

From: Bradlee Mezquita, P.E. Appledore Engineering, Inc.

Re: Evaluation of Availability of Off-Site Utilities

Westgate Plaza Portland, Maine AEI/2256

The proposed project consists of the redevelopment of the existing Westgate Plaza located on Congress Street, Portland Maine Sewer, water, gas and electric services are all currently available to the existing enants.

The redevelopment includes the construction of a 3,000 sf bank building with associated utility connections. In addition, a separate out parcel will become a new restaurant with a drive through the restaurant will be located within the old Friendly's building and will utilize existing utility services. The proposed bank will connect to the existing sewer, and gas services within Congress Street. Electric service will be provided to the building from an existing utility pole (CMP 181) located on the east side of Congress Street.

If you have any additional questions or concerns please do not hesitate to call.

BM/pw (2256-007(anticipated water usage).doc)

### Memorandum Department of Planning and Development Planning Division



To:

Chair Tevanian and Members of the Portland Planning Board

From:

Molly Casto, Planner

Date:

Prepared on: April 17, 2008

Prepared for:

April 22, 2008 Workshop

Re:

Westgate Shopping Plaza. 1354-1422 Congress Steet

CBL: 191-B-19

Application #: 2008-0027

#### I. INTRODUCTION

Charter Realty and Development Corporation of Rye Brook, New York has requested a Planning Board workshop for their proposal to renovate the Westgate Shopping Center located at 1354-1422 Congress Street. The total land area of the site is 11.4 +/acres. The site includes a main retail plaza housing a Shaw's supermarket and nine retail spaces, a free-standing Bank of America branch with drivethrough and a freestanding vacant restaurant building (formerly a Friendly's restaurant). The site is located on the south side of the intersection of Stevens Avenue and Congress Street. The applicant

Site Location Map

proposes to construct a new TD Banknorth building with drive-through, to redesign the restaurant parking

area and add a drive-through window to the existing building, to update the façade of the main shopping plaza and to make corresponding site infrastructure and landscaping improvements.

Note that the Planning Authority has reviewed the proposed façade improvements for the main shopping plaza and has approved the release of a building permit prior to site plan and subdivision approval. The project is to be reviewed by the Planning Board according to the City standards for Subdivision, Major Site Plan, and Conditional Use (drive-through services adjacent to a residential zone).

Notice of the application and workshop was sent to 185 area property owners and was advertised in the Portland Press Herald and on the City website.

#### CITY OF PORTLAND, MAINE

#### PLANNING BOARD

Michael Patterson, Chair Jantee E. Tevanian, Vice Chair Bill Hall Joe Lewis Lee Lowry III Shalom Odokara David Silk

June 24, 2008

Karen Johnson Charter Realty and Development Corporation 800 Westchester Avenue Suite S-632 Rye Brook, NY 10573

RE: Westgate Shopping Plaza

Application # 2008-0027

Chart: 191-B-19

Dear Karen:

On May 27, 2008 and June 10, 2008, the Portland Planning Board considered the submitted application for Westgate Shopping Plaza. The Planning Board reviewed the proposal for conformance with the standards for Conditional Use in the B-2 zone, standards and requirements for Traffic Movement Permit, and the standards of the Subdivision Ordinance and the Site Plan Ordinance. The Planning Board voted to approve the application with the following motions, waivers and conditions as presented below.

#### I. May 27, 2008 Public Hearing:

On May 27, 2008 the Portland Planning Board voted on the following motions concerning the proposed redevelopment of the Westgate Shopping Plaza:

#### A. CONDITIONAL USE

The Planning Board voted unanimously (5-0. Hall and Odokara absent) that the proposed conditional use for a drive-through adjacent to a residential use or zone meets the standards of Section 14-474 and the standards of Section 14-182 for the B2-b zone, subject to the following conditions:

- 1. Once a tenant for the restaurant has been identified, the applicant must submit final site plans and elevation drawings for the proposed development of Lot 3 for review and approval by the Planning Board prior to the issuance of a building permit. As part of the site plan review, the applicant shall submit information relating to Section 14-183 (a) (6) of the City Code demonstrating that the proposal for Lot 3 complies with zoning requirements, as determined by the City Zoning Administrator.
- 2. The applicant shall address, to the satisfaction of the City Transportation Engineer, the location of crosswalks on Lot 3 as well as the any warning signage for lot 3 alerting vehicles to the presence of pedestrian crosswalks. In addition, if the tenant of the building causes

"peak hour" traffic volumes to be greater than those included in the traffic analyses conducted for the project as submitted in connection with this application, a revised traffic analysis will be required for review and approval by the City Traffic Engineer (or if already before the Planning Board for site plan approval, then the Planning Board) prior to the issuance of a building permit.

- Once a tenant has been finalized for the proposed building on lot 3, the applicant shall submit sign details for the proposed use for review and approval by the Planning Authority prior to the issuance of a building permit.
- 4. A pre-development assessment of noise levels and a prediction of decibel levels from the proposed speaker system must be submitted for review and approval by the Planning Authority prior to the issuance of a building permit. Post-development noise levels shall also be taken and submitted quarterly for the first year of operation to the Planning Authority. If it is determined that noise levels exceed the standards of Section 14-187, the applicant shall install noise mitigation measures for the intercom system prior to the release of the performance guarantee.

#### B. WAIVERS

The Portland Planning Board voted unanimously (5-0, Hall and Odokara absent) to grant the following waiver from subdivision standards:

 A waiver from the requirements of Section 14-499 (h) that all utilities be placed underground for Lot 1.

The Portland Planning Board voted unanimously (5-0, Hall and Odokara absent) to grant the following waiver from site plan standards:

2. A partial waiver from the requirements of Section 14-526 (a) (9) requiring that exterior lighting comply with the applicable specifications of the City of Portland Technical and Design standards, as proposed for lot 1.

#### C. TRAFFIC MOVEMENT PERMIT

The Portland Planning Board voted unanimously (5-0, Hall and Odokara absent) that the plan is in conformance with the standards for a Traffic Movement Permit, subject to the following conditions of approval:

If the tenant of the proposed building on lot 3 changes such that "peak hour" traffic volumes
are greater than that included in the traffic analyses conducted for the project a submitted as
part of this application, a revised traffic analysis will be required for review and approval by
the City Transportation Engineer.

#### II. June 10, 2008 Motion to Reconsider:

On June 10, 2008, the Planning Board voted to reconsider the parking layout for the Westgate Shopping Plaza, approved on May 27, 2008. One June 10, 2008, the Planning Board voted on the following motions as presented below.

#### A. SUBDIVISION

The Portland Planning Board voted unanimously (6-0. Odokara absent) that the subdivision plan, entitled Westgate Shopping Plaza, is in conformance with the subdivision standards of the land use code, subject to the following conditions of approval:

- 1. The applicant should confirm that the survey for the project coincides with approved City standards. The survey needs to be tied to the vertical datum of NGVD 1929 and to the Maine State Plane Coordinate System (2-zone projection), West Zone using the NAD 1983 (HARN) Datum and the U.S. Survey Foot as the unit of measure. This shall be confirmed by The Department of Public Services prior to the issuance of a building permit.
- 2. The applicant shall revise the site plan so as to include a continuous travel lane from the Stevens Avenue/Congress Street entrance to the front of retail 'A' of the main shopping plaza. The applicant shall submit final site plans showing the revised travel lane for review and approval by the City Transportation Engineer prior to the issuance of a building permit. The applicant shall also widen the proposed traffic islands in front of retail 'A', the width of which shall be determined by the City Transportation Engineer. The need to include an additional traffic island or additional demarcation in this location shall be determined by the City Transportation Engineer. Nine (9) parking spaces shall be relocated to the rear of the plaza, as shown on Alternative Schematic (2), submitted to the Planning Board on June 10, 2008.

#### B. SITE PLAN

The Planning Board voted unanimously (6-0. Odokara absent) that the plan is in conformance with the site plan standards of the land use code, subject to the following conditions of approval:

- The applicant shall provide easement language for the proposed bus turnout and sidewalk based on as-built condition for review and approval by Corporation Counsel prior to the issuance of a Certificate of Occupancy.
- 2. The applicant shall provide a license to the City of Portland to allow municipal vehicles to turn around at the end of Westland Street for review and approval by Corporation Counsel prior to the issuance of a Certificate of Occupancy.
- 3. The applicant shall provide a pre-development assessment of noise levels and a prediction of decibel levels from the proposed speaker system be submitted for review and approval by Planning staff prior to the issuance of a building permit. After construction, post-development noise levels shall be submitted to the Planning Authority for review. If it is determined that the levels exceed the standards of Section 14-187, the applicant shall install noise mitigation measures for the intercom system prior to the release of the performance guarantee.
- The applicant shall provide evidence of adequate sewer capacity prior to the issuance of a building permit.
- 5. The applicant shall submit a photometric plan meeting the requirements of the City of Portland Technical and Design Standards, with respect to the rear of the building so as to demonstrate that no unnecessary light, as defined by City Standards, is being passed onto the abutting residential properties. This shall be reviewed and approved by the Planning Authority prior to the issuance of a building permit.
- 6. The applicant shall submit an updated landscaping plan for the rear portion of the property that abuts residential lots that provides continuous buffering along the property line between lot 1 and abutting residential properties for the Planning Authority's review and approval prior to the issuance of a building permit.

7. The applicant shall revise the site plan so as to include a continuous travel lane from the Stevens Avenue/Congress Street entrance to the front of retail 'A' of the main shopping plaza. The applicant shall submit final site plans showing the revised travel lane for review and approval by the City Transportation Engineer prior to the issuance of a building permit. The applicant shall also widen the proposed traffic islands in front of retail 'A', the width of which shall be determined by the City Transportation Engineer. The need to include an additional traffic island or additional demarcation in this location shall be determined based on review by the City Transportation Engineer. Nine (9) parking spaces shall be relocated to the rear of the plaza, as shown on Alternative Schematic (2), submitted to the Planning Board on June 10, 2008.

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

- 1. The above approvals do not constitute approval of building plans, which must be reviewed and approved by the City of Portland's Inspection Division.
- 2. 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.
- 3. 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.
- 4. 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.
- A defect guarantee, consisting of 10% of the performance guarantee, must be posted before the performance guarantee will be released.
- 6. Prior to construction, a pre-construction meeting shall be held at the project site with the contractor, Phil DiPierro Development Review Coordinator, Public Work's representatives and the property 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.
- 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.)

Philip DiPierro, Development Review Coordinator, must be notified five (5) working days prior to date required for final site inspection. He can be reached at 874-8632. <u>Please</u> 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. <u>Please</u> schedule any property closing with these requirements in mind.

If you have any questions, please contact Molly Casto, Planner at (207) 874-8901.

Sincerely.

Janice Tevanian, Chair Portland Planning Board

ce: Alexander Jaegerman, Planning Division Director

Barbara Barhydt, Development Review Services Manager

Molly Casto, Planner

Phil DiPierro, Development Review Coordinator

Marge Schmuckal, Zoning Administrator

Jeanie Bourke, Director of Inspections

Inspections Division

Michael Bobinsky, Public Works Director

Mike Farmer, Project Engineer

Jim Carmody, City Transportation Engineer

Jeff Tarling, City Arborist

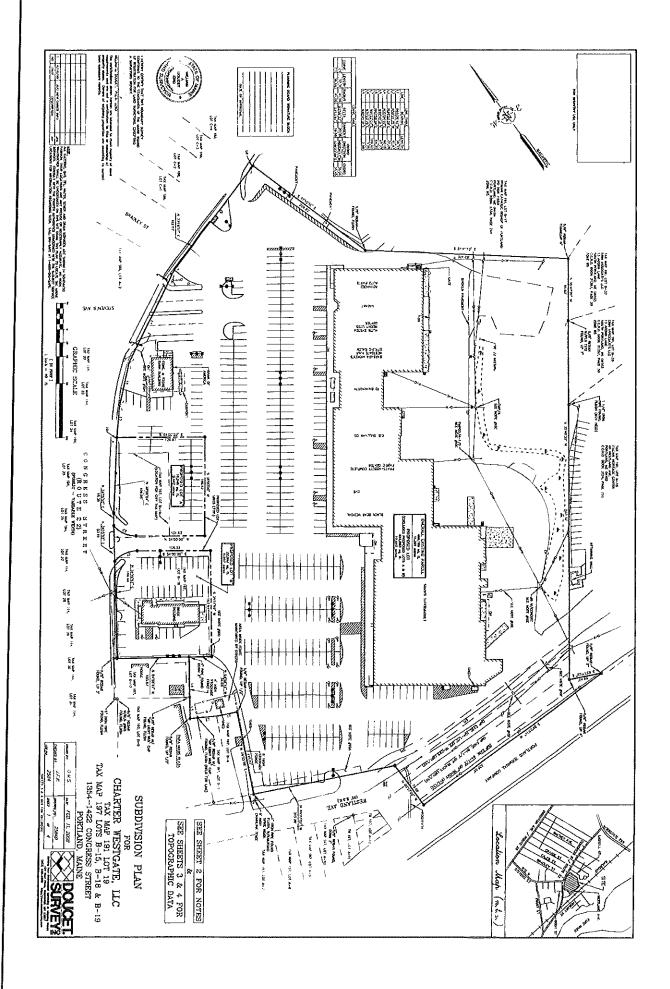
Penny Littell, Associate Corporation Counsel

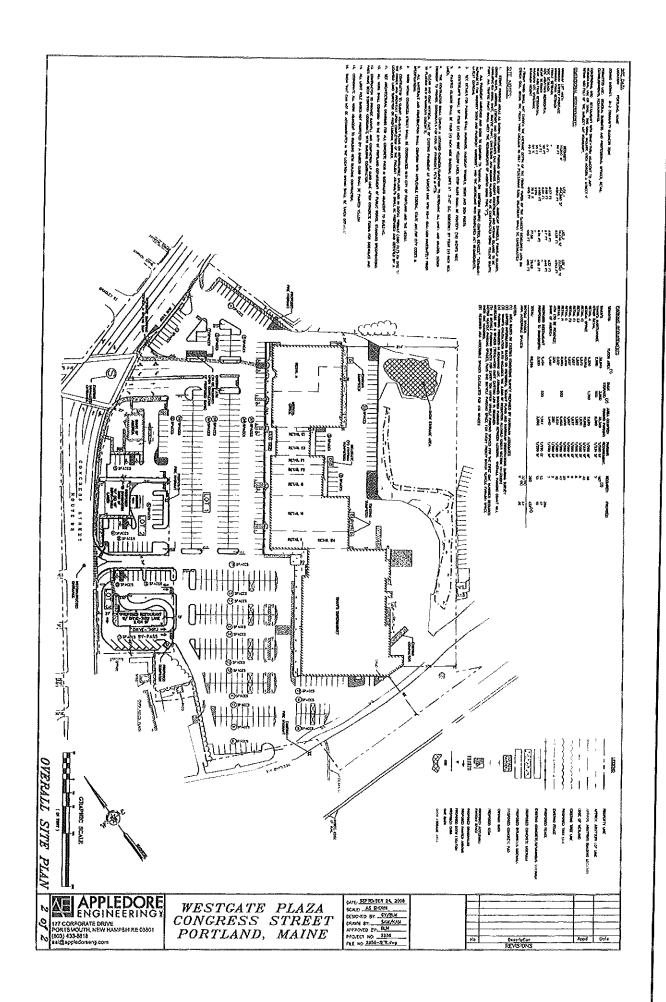
Captain Greg Cass, Fire Prevention. Fire Department

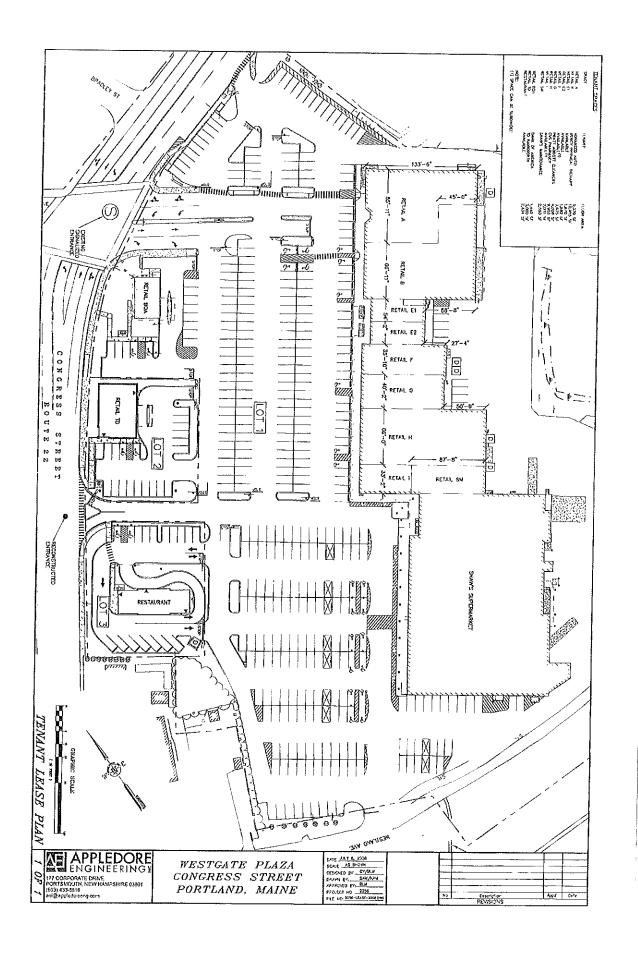
Assessor's Office Approval Letter File

Attachments: Planning Board Report #26-08

Revised Recommended Motions for Planning Board Report #26-08 Planning Board Memorandum re: June 10, 2008 Reconsideration







### CITY OF PORTLAND, MAINE DEVELOPMENT REVIEW APPLICATION PLANNING DEPARTMENT PROCESSING FORM

Planning Copy

2008-0113				
Application	l. <b>D.</b>	Number	LAM	

Charter Realty & Development			7/23/2	008
Applicant			Applic	ation Date
800 Westchester Ave Ste. S-632, Rye Brook, NY	10573		Amen	dment to Plan - Westgate Plaza
Applicant's Mailing Address			Projec	t Name/Description
Consults - MA			ngress St, Portland, I	Vaine
Consultant/Agent Applicant Ph: (617) 591-9995 Agent Fax:		Address of Propo	osed Site	
Applicant Ph: (617) 591-9995 Agent Fax: Applicant or Agent Daytime Telephone, Fax		197 B018001	rence: Chart-Block-Lot	
Proposed Development (check all that apply):	Nous Building (17)			
		<u>-</u>	*******	idential  Office  Retail
Manufacturing Warehouse/Distribution	Parking Lot	Apt <u>0</u> Condo <u>0</u>	Other (specify)	
	092	22092		B2
Proposed Building square Feet or # of Units Ac	reage of Site	Proposed Total Disturbed	I Area of the Site	Zoning
Check Review Required:				
Site Plan (major/minor) Zoning	g Conditional - PB	Subdivision # of tots		
	g Conditional - ZBA	J	Historic Preservation	DEP Local Certification
Amendment to Plan - Staff Review	g contaction LD/			
<b></b>		Zoning Variance	Flood Hazard	Site Location
After the Fact - Major			Traffic Movement	Other
After the Fact - Minor		PAD Review	14-403 Streets Revie	N
Fees Paid: Site Plan \$500.00 Subdi	/ision	Engineer Review		Date 7/23/2008
Planning Approval Status:		Reviewer		· <u>· · · · · · · · · · · · · · · · · · </u>
	ved w/Conditions		Denled	
See A	ttached			
Approval Date Approva	Explration	Extension to		CT Additional Charts
		Extension to		Additional Sheets Attached
OK to Issue Building Permit		— ——— —	·	7 maorioa
S	gnature	date		
Performance Guarantee Requir	ed*	☐ Not Required	1	
* No building permit may be issued until a performa				
	noo gaarantoo nao i	soon coomittee as majoatee	ocion .	
Performance Guarantee Accepted				
- t	date	am	ount	expiration date
Inspection Fee Paid	4.1	****		
	date	am	ount	
Building Permit Issue				
	date	·		
Performance Guarantee Reduced				
	date	remaining	g balance	signature
Temporary Certificate of Occupancy	·	Conditions (Se	ee Attached)	
	date			expiration date
Final Inspection				
	date	signa	ature	
Certificate Of Occupancy				
	date			
Performance Guarantee Released				
	date	signa	ature	
Defect Guarantee Submitted				
-	submitted date	amo	ount	expiration date
Defect Guarantee Released				
* * · · · • • • • • • • • • • • • • • •	date	signa	ature	

#### CITY OF PORTLAND, MAINE

#### PLANNING BOARD

Janice E. Tevanian, Chair David Silk, Vice Chair Bill Hall Joe Lewis Lee Lowry, III Shalom Odokara Michael J. Patterson

August 18, 2008

Charter Realty and Development Corporation Attn: Karen Johnson 22 McGrath Highway Somerville, MA 022143

RE: Tim Horton's Restaurant. Westgate Shopping Plaza

1412 Congress Street

CBL: 197-B-18

Application ID: 2008-0113

Dear Karen,

On August 12, 2008, the Portland Planning Board considered the amended site plan and conditional use application for the redevelopment of the lot [referred to as Lot 3 on the approved Subdivision Plan for Westgate Shopping Plaza at 1412 Congress Street] into a Tim Horton's restaurant with drive-through service. The Planning Board reviewed the proposal for conformance with the standards for Conditional Use in the B-2 zone and the standards of the Site Plan Ordinance. The Planning Board voted (6-0, Odokara absent) to approve the application with the following motions and conditions as presented below.

#### 1. CONDITIONAL USE:

On the basis of the application, plans, reports and other information submitted by the applicant, findings and recommendations contained in the Planning Board Report # 46-08, relevant to Portland's Conditional Use Standards and other regulations, and the testimony presented at the Planning Board hearing, the Planning Board finds that the proposed conditional use for a drive-through adjacent to a residential use or zone does meet the standards of Section 14-474 and the standards of Section 14-183 for the B-2 zone, subject to the following conditions:

a. The final site plan must comply with any additional site plan conditions of approval, as listed below.

#### 2. SITE PLAN:

On the basis of the application, plans, reports and other information submitted by the applicant, findings and recommendations contained in Planning Board Report # 46-08, relevant to the Site Plan Ordinance and other regulations and the testimony presented at the Planning Board hearing, the Planning Board finds that the plan is in conformance with the site plan standards of the land use code, subject to the following conditions:

a. Two (2) additional emerald green arborvitae (thuja occidentalis 'smargd') shall be added

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to the final site plan to be located on the west end of the line of emerald green arborvitae proposed along the southerly boundary of the site (as shown on the plan labeled 'Revised Landscape Plan. Proposed Restaurant. Congress Street. Portland, ME', dated August 8, 2008, which is attached).

The approval is based on the submitted site plan and the findings related to site plan and conditional use review standards as contained in Planning Report #46-08, which is attached.

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

- 1. The above approval does not constitute approval for building plans, which must be reviewed and approved the City of Portland's Inspection Division.
- Where submission drawings are available in electronic form, final sets of plans shall be submitted digitally to the Planning Division, on a CD or DVD, in AutoCAD format (\*dwg), release AutoCAD 2005 or greater.
- 3. A performance guarantee covering the site improvements as well as an 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 Works 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.
- 4. 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.
- A defect guarantee, consisting of 10% of the performance guarantee, must be posted before the performance guarantee will be released.
- 6. Prior to construction, a pre-construction meeting shall be held at the project site with the contractor, Planning Division's 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.
- 7. 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. <u>Please</u> 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. <u>Please</u> schedule any property closing with these requirements in mind.

If there are any questions, please contact Molly Casto, Senior Planner at (207) 874-8901

#### Sincerely,

Janice Tevanian, Chair Portland Planning Board

#### Attachments;

- 2. Planning Board Report #46-08
- Memorandum to the Planning Board from Molly Casto dated August 12, 2008
- 4. Performance Guarantee Packet

#### **Electronic Distribution:**

Penny St. Louis Littell, Director of Planning and Urban Development Alexander Jaegerman, Planning Division Director Barbara Barhydt, Development Review Services Manager Molly Casto, Senior Planner Philip DiPierro, Development Review Coordinator Marge Schmuckal, Zoning Administrator Jeanie Bourke, Inspections Division Lisa Danforth, Administrative Assistant Michael Bobinsky, Public Services Director Kathi Earley, Public Works Bill Clark, Public Works Michael Farmer, Public Works Jim Carmody, City Transportation Engineer Jane Ward, Public Works Captain Greg Cass, Fire Prevention Jeff Tarling, City Arborist Tom Errico, Wilbur Smith Consulting Engineers Dan Goyette, Woodard & Curran Assessor's Office Approval Letter File Hard Copy: Project File

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#### CITY OF PORTLAND, MAINE

#### PLANNING BOARD

Stuart O'Brien, Chair Timothy Dean, Vice Chair Elizabeth Boeppte Sean Dundon Bill Hall Carol Morrissette Jack Soley

May 28th, 2014

Charter Realty and Development Corporation Attn: Karen Johnson, AICP Charter Westgate LLC 800 Westchester Avenue, Suite S-632 Rye Brook, NY 10573

Project Name:

Reuse of Tim Horton's Restaurant for Dunkin Donuts, Westgate Shopping Plaza

Project ID:

#2014-033

Address;

1412 Congress Street

CBL:

197-B-18

Applicant:

Charter Realty and Development Corporation

Planner:

Jean Fraser

Dear Karen,

On May 13<sup>th</sup>, 2014, the Portland Planning Board considered the amended site plan and conditional use application for the reuse of the Tim Hortons restaurant and drive -through [referred to as Lot 3 on the approved Subdivision Plan for Westgate Shopping Plaza at 1412 Congress Street] into a Dunkin Donuts restaurant and drive-through.

On the basis of the applications, plans, reports, and other information submitted by the applicant, and on findings and recommendations contained in the May 13<sup>th</sup>, 2014 Planning Report for Project #2014-033 1412 Congress Street (Lot #3 in the Westgate Shopping Plaza), relevant to Portland's Conditional Use Standards, Site Plan Standards and other applicable regulations, and testimony presented at the Planning Board Hearing, and based upon the City of Portland's Delegated Review Authority for Traffic Movement Permits, the Planning Board voted 5-0 (Dundon and Morrissette absent) to approve the application with the following motions and conditions as presented below.

#### I. CONDITIONAL USE:

The Portland Planning Board finds the plan is in conformance with the B2 conditional use standards (14-183 and 14-474) of the Land Use Code, subject to the following condition of approval:

a. That the applicant shall obtain Planning Board approval to any modifications to the characteristics subject of the conditional use review (including but not limited to lighting and hours of operation) prior to the introduction of such revision,

#### 2. TRAFFIC MOVEMENT PERMIT:

The Portland Planning Board finds the plan is in conformance with 23 MRSA 704-A and Chapter 305 Rules and Regulations pertaining to Traffic Movement Permits and grants the modification to the Traffic Movement Permit granted in 2008 for the Westgate Shopping Plaza, subject to the following condition of approval:

a. That the applicant shall contribute \$5000 to an account maintained by the City that will be used to fund pedestrian improvements to the intersection at Congress Street/Stevens Avenue near the Westgate Shopping Plaza.

#### 3. SITE PLAN:

The Planning Board finds that the plan is in conformance with the site plan standards of the Land Use Code, subject to the following conditions of approval:

- a. That the applicant shall submit a final revised site plan, prior to the opening of the Dunkin Donuts, that shows the approved location of the menu board as in <u>Plan P8</u> of this report; and
- b. That separate permits and/or site plan approvals shall be required for any exterior changes to the site and drive-through features, and or any new signage.

#### STANDARD CONDITIONS OF APPROVAL

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

- 1. <u>Develop Site According to Plan</u> 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. <u>Separate Building Permits Are Required</u> This approval does not constitute approval of building plans, which must be reviewed and approved by the City of Portland's Inspection Division.
- 3. <u>Site Plan Expiration</u> 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. <u>Department of Public Services Permits</u> 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.)

All conditional use, TMP and site plan requirements, as outlined in the above conditions, must be completed and approved by the Development Review Coordinator (Phil diPierro on 207 874 8632) prior to issuance of a Certificate of Occupancy.

If there are any questions, please contact Jean Fraser at (207) 874-8728.

Sincerely,

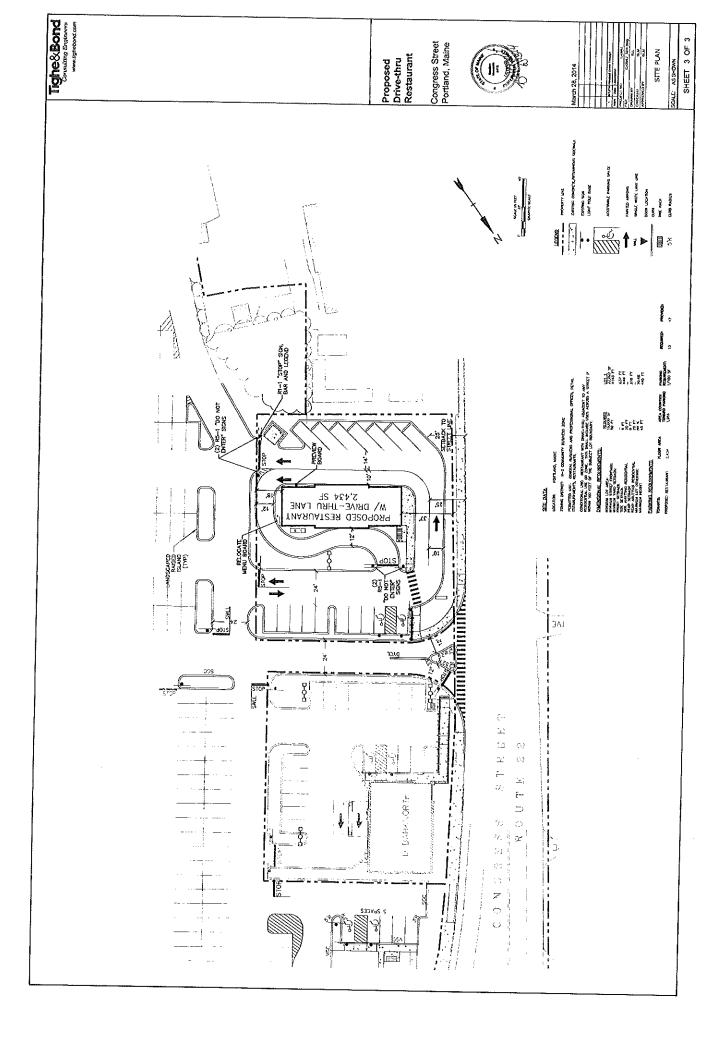
Stuart O'Brien, Chair Portland Planning Board

Attachment: Planning Board Report

Electronic Distribution:

Jeff Levine, AICP, Director of Planning and Urban Development Alexander Jaegerman, FAICP, Planning Division Director Barbara Barhydt, Development Review Services Manager Jean Fraser, Planner Philip DiPlerro, Development Review Coordinator, Planning Marge Schmuckal, Zoning Administrator, Inspections Division Tammy Munson, Inspection Division Director Lannie Dobson, Administration, Inspections Division Gayle Guertin, Administration, Inspections Division Michael Bobinsky, Public Services Director Katherine Earley, Engineering Services Manager, Public Services Bill Clark, Project Engineer, Public Services David Margolis-Pineo, Deputy City Engineer, Public Services Doug Roncarati, Stormwater Coordinator, Public Services

Greg Vining, Associate Engineer, Public Services
Mitchelle Sweeney, Associate Engineer
John Low, Associate Engineer, Public Services
Rhonda Zazzara, Field inspection Coordinator, Public Services
Mike Farmer, Project Engineer, Public Services
Jane Ward, Administration, Public Services
Jeff Tarling, City Arborist, Public Services
Jeterniah Bartlett, Public Services
Captain Chris Pirone, Fire Department
Danielle West-Chuhta, Corporation Counsel
Thomas Errico, P.E., TY Lin Associates
David Senus, P.E., Woodard and Curran
Rick Blackburn, Assessor's Department
Approval Letter File





## Department of Building Inspection CITY OF PORTLAND, MAINE

# Certificate of Occupancy

LOCATION

1372 CONGRESS ST

CBL 191 B019001

Charter Westgate, LLC/Zachau Construction, Inc.

Issued to

07/11/2008

This is to certify that the building, premises, or part thereof, at the above location, built - altered Date of Issue

08-0546has had final inspection, has been found to conform substantially to requirements of Zoning Ordinance and Building Code of the City, and is hereby approved for occupancy or use, limited or otherwise, as indicated below. changed as to use under Building Permit No.

PORTION OF BUILDING OR PREMISES

APPROVED OCCUPANCY Use Group F2/M

Type 3 IBC 2003

Maintenance facilty for Shaws Realty & Development Corp.

Limiting Conditions:

This certificate supersedes certificate issued

Approved:

80-11-2

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owner to owner when property changes hands. Copy will be furnished to owner or lessector one dollar.

Inspector of Building



## Department of Building Inspection CITY OF PORTLAND, MAINE

# Lertificate of Obcupancy

LOCATION

1372 CONGRESS ST

CBL 191 B019001

Charter Westgate Llc /Langford & Low, Inc.

Issued to

Date of Issue

11/21/2008

Unia is to certify that the building, premises, or part thereof, at the above location, built - altered - changed as to use under Building Permit No. 08-0815, has had final inspection, has been found to conform substantially to requirements of Zoning Ordinance and Building Code of the City, and is hereby approved for occupancy or use, limited or otherwise, as indicated below.

PORTION OF BUILDING OR PREMISES

APPROVED OCCUPANCY

Medical Office Space Use Group B Type 2B

IBC 2003

none

Limiting Conditions:

This certificate supersedes certificate issued

Approved:

owner to owner when property changes hands. Copy will be furnished to owner or lessee for one dollar. Notice: This certificate identifies lawful use of building or premises, and ought-to be transferred from

inspectoriof Building



## Department of Building Inspection CITY OF PORTLAND, MAINE

# Dertificate of Occupancy

LOCATION 1412 CONGRESS ST

CBL 197 B018001

Bradley Realty Co/Great Falls Builders, Inc./Jon Smith Issued to

11/24/2008

Date of Issue

This is to certify that the building, premises, or part thereof, at the above location, built - altered --- changed as to use under Building Permit No. 08-0816, has had final inspection, has been found to conform substantially to requirements of Zoning Ordinance and Building Code of the City, and is hereby approved for

occupancy or use, limited or otherwise, as indicated below. PORTION OF BUILDING OR PREMISES

Entire

none Limiting Conditions:

APPROVED OCCUPANCY

Use Group A2 Restaurant Type 5B

IBC 2003

This certificate supersedes certificate issued

Approved:

(Date)

owner to owner when property changes hands. Copy will be furnished to owner or lessee for one dollar. Notice: This certificate identifies lawful use of building or premises, and ought to be transferred from

nspector of Building



# Certificate of Occupance

# CITY OF PORTLAND, MAINE

Department of Planning and Urban Development Building Inspections Division

Location: 1372 CONGRESS ST

Issued to: Westgate LLC

CBL: 191- B-019-001

Date Issued: 11/15/2011

requirements of the Building Code and the Land Use Code of the City of Portland, and is hereby approved for occupancy or use, under Building Permit No. 2011-07-1738-CH OF USE, has had a final inspection, has been found to conform substantially to the This is to certify that the building, premises, or part thereof, at the above location, built-altered-changed as to use limited or otherwise, as indicated below.

PORTION OF BUILDING OR PREMISES

Anytime Fitness

Approved:

11-15-2011

Notice: This certificate identifies the legal use of the building or premises, and ought to be transferred from owner to owner upon the sale of the property.

APPROVED OCCUPANCY

Use Group A-3, Type 2B, IBC 2009

Inspection's Division Director