

CITY OF PORTLAND, MAINE
PLANNING BOARD

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May 11, 2004

Paul Bradbury
Portland International Jetport
1001 Westbrook Street
Portland, ME 04101

RE: Jetport Baggage Claim Facility Expansion

CBL: 199 A001001

Dear Paul:

On April 27, 2004, the Portland Planning Board voted unanimously to approve the site plan for the Jetport Baggage Claim Facility Expansion Project. The approval was granted for the project without conditions.

The approval includes an easterly extension of the existing Jetport building to facilitate a 7,853 sq. ft, first floor Baggage Claim Facility Expansion, a 12,000 sq. ft., second floor Office Shell, and a 4,150 sq. ft. Rooftop Mechanical Equipment Penthouse.

The approval is based on the submitted site plans and the findings related to site plan review standards as contained in Planning Report #10-04, which is attached.

Please note the following provisions and requirements for this site plan approval:

1. The applicant shall submit six (6) sets of the final approved plans to planning staff.
2. The applicant shall submit a \$300 inspection fee.
3. Where submission drawings are available in electronic form, the applicant shall submit any available electronic CADD.DXF files with seven (7) sets of the final plans.
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.

5. Prior to construction, a preconstruction 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 preconstruction meeting.

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, please contact Jay Reynolds, Development Review Coordinator at 874-8632.

Sincerely,



Orlando Deloug, Chair
Portland Planning Board

cc: Lee D. Urban, Planning and Development Department Director
Alexander Jaegerman, Planning Division Director
Sarah Hopkins, Development Review Services Manager
Ethan Boxer-Macomber, Planner
Jay Reynolds, Development Review Coordinator
Marge Schmuckal, Zoning Administrator
Karen Dunfey, Inspections
Michael Bobinsky, Public Works Director
Traffic Division
Tony Lombardo, Project Engineer
Eric Labelle, City Engineer
Jeff Tarling, City Arborist
Penny Littell, Associate Corporation Counsel
Lt. Gaylen McDougall, Fire Prevention
Don Hall, Appraiser, Assessor's Office
Approval Letter File

