



# PORTLAND MAINE

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Planning & Urban Development Department  
Penny St. Louis Littell, Director

**MAY 28, 2010**

Transport Leasing Corporation  
Attn: Mark Sanborn  
35 Bradley Drive  
Westbrook, ME 04092

DeLuca-Hoffman Associates, Inc.  
Attn: Steve Bushey, PE  
778 Main Street  
South Portland, ME 04106

**Project Name:** City Line Drive - 54; Change Of Use; Transport Leasing Corp.  
**Project ID:** 10-79900006  
**Project Address:** 54 CITY LINE DRIVE

**Planner:** Shukria Wiar

Dear Applicant:

On May 27, 2010, the Portland Planning Authority approved a minor site plan for a change of use at 54 City Line Drive as submitted by Transport Leasing Corporation and shown on the approved plan prepared by Steve Bushey of DeLuca-Hoffman Associates, Inc dated March 2010 with the following conditions below.

#### **WAIVERS**

The Planning Division Authority waives the Technical Standard, Section III 2 A, which requires that a standard parking space be 9 feet wide by 19 feet long, to allow the spaces to be 9 feet wide by 18 feet long.

The Planning Division Authority waives the Technical Standard, Section III 7, which requires that a standard aisle width to be 19 feet for 60° parking, to allow the aisle width to be 12 feet.

#### **SITE PLAN REVIEW**

1. The final signage and pavement markings for the one-way circulation on site shall be reviewed and approved by Tom Errico, Consultant Traffic Engineer, before the certificate of occupancy.
2. The Traffic Movement Permit (TMP) meeting was held on May 28, 2010 and the site plan approval is subject to Tom Errico's final review and approval of the Traffic Movement Permit.

The approval is based on the submitted site plan. If you need to make any modifications to the approved site plan, you must submit a revised site plan for staff review and approval.

#### STANDARD CONDITIONS OF APPROVAL

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

1. The site shall be developed and maintained as depicted in the site plan and 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 the Planning Authority pursuant to the terms of Chapter 14 of the Portland City Hall.
2. The above approvals do not constitute approval of building plans, which must be reviewed and approved by the City of Portland's Inspection Division.
3. 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.
4. 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 Services Dept. prior to the release of the subdivision plat for recording at the Registry of Deeds or 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 subdivision or site plan application for staff review and approval.
5. 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.
6. A defect guarantee, consisting of 10% of the performance guarantee, must be posted before the performance guarantee will be released.
7. Prior to construction, a pre-construction meeting shall be held at the project site 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 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.
8. 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. 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 you have any questions, please contact Shukria Wiar at 756-8083 or [shukriaw@portlandmaine.gov](mailto:shukriaw@portlandmaine.gov)

Sincerely,



Alexander Jaegerman  
Planning Division Director

Attachments:

1. 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

Shukria Wiar, Planner

Philip DiPierro, Development Review Coordinator

Marge Schmuckal, Zoning Administrator

Tammy Munson, Inspections Division Director

Gayle Guertin, Inspections Division

Lannie Dobson, Inspections Division

Michael Bobinsky, Public Services Director

Kathi Earley, Public Services

Bill Clark, Public Services

David Margolis-Pineo, Deputy City Engineer

Greg Vining, Public Services

John Low, Public Services

Jane Ward, Public Services

Keith Gautreau, Fire

Jeff Tarling, City Arborist

Tom Errico, TY Lin

Dan Goyette, Woodard & Curran

Assessor's Office

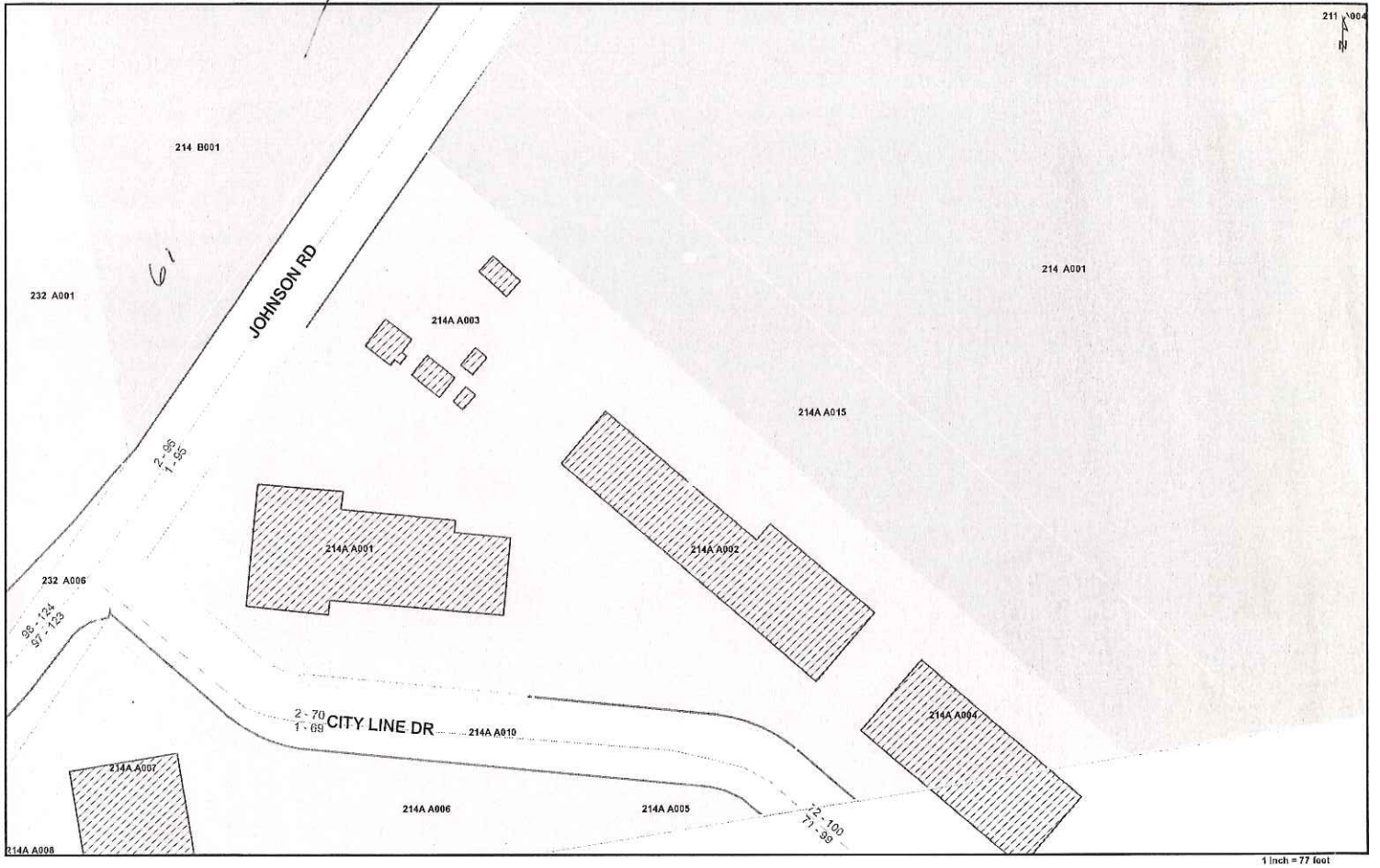
Approval Letter File

**Hard Copy:** Project File



# 54 City Line Drive Project

214  
B001001 Temple Beth EL  
400 Deering Ave 04103



1 inch = 77 feet





**Water Resource Protection**

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*Patrick Cloutier, Director*

May 18, 2010

DeLuca-Hoffman Associates, Inc.  
778 Main Street Suite 8  
South Portland, Maine 04106

Re: Proposed Change of Use, 54-58 City Line Drive, Portland, Maine  
Request for Ability to Serve Letter  
Services to be held Sundays/Holidays

Dear Mr. Bushey:

In reference to your letter of May 14, 2010, the City of South Portland did provide service as part of the municipal collection system for this property( map 214A, Block A, Lot 002), which was formerly leased by DHL Express Services and located at 54-58 City Line Drive in Portland, Maine.

This letter is confirmation that the city will continue to serve and has adequate collection capacity for the proposed project on 54-58 City Line Drive, Portland, Maine, with church design flows for 350 seats at 4 gallons per day (GPD) equaling 1400 gallons per day (GPD) for a flow increase of 486 gallons per day (GPD).

If you have further questions, please give me a call.

Sincerely,

A handwritten signature in black ink, appearing to read "Patrick Cloutier", written over a horizontal line.

Patrick Cloutier  
Director  
Water Resource Protection

cc: Steve Puleo, Planning



DeLUCA-HOFFMAN ASSOCIATES, INC.  
CONSULTING ENGINEERS

778 MAIN STREET  
SUITE 8  
SOUTH PORTLAND, MAINE 04106  
TEL. 207 775 1121  
FAX 207 879 0896

- SITE PLANNING AND DESIGN
- ROADWAY DESIGN
- ENVIRONMENTAL ENGINEERING
- PERMITTING
- AIRPORT ENGINEERING
- CONSTRUCTION ADMINISTRATION

May 21, 2010

Ms. Shukria Wiar  
Planner  
City of Portland  
389 Congress Street  
Portland, ME 04101

**Subject: 52 City Line Drive – Transport Leasing Change of Use  
Response to Planning Authority Review Comments delivered via email**

Dear Ms. Wiar:

We have reviewed the latest Planning Authority Review Comments emailed to us for the above listed project and offer the following responses to those items that warrant additional information:

**Shukria Wiar – Planning**

**Comment 1:**

*Submit Landscaping Plan for the proposed landscaped area.*

**Response:**

We understand that Seabreeze Property Management will be issuing a plant schedule and schematic landscape layout on behalf of the applicant for your consideration next week. As we earlier commented to you, we feel confident that the applicant seeks to provide a well thought out landscape for the site in a manner that is consistent with their surrounding property, which, in our opinion is tasteful and reasonable for the land uses and adjacencies of the area.

**Tom Errico – Traffic Engineer**

**Comment 1:**

*Based upon preliminary discussions with the applicant's traffic engineer the project appears to meet the criteria for requiring a Traffic Movement Permit. I have advised them to submit a TMP Application so a scoping meeting can be scheduled.*

**TE Status: An application has been received and deemed complete and a scoping meeting will be scheduled in the near future.**



Ms. Shukria Wiar  
May 21, 2010  
Page 2

Response:

We have submitted the TMP and understand that Mr. Errico has tentatively scheduled a scoping meeting with Mr. Bray for Friday May 28<sup>th</sup>. As we have discussed, the applicant is seeking a building permit to allow them to proceed with the building renovations in advance of the Traffic Movement Permit issuance. This is a critical need at this time as the applicant really needs to commence building work within the next week. Hence, we are hopeful that the Planning Authority may see fit to allow the TMP process to proceed as a condition of approval and that ultimately a Certificate of Occupancy could not be issued until the TMP has been approved.

Comment 2:

*The applicant should formally request a waiver from the City's technical standards for parking stall size and aisle width.*

**Status: I support a waiver for 9'x18' parking stalls. The applicant does not discuss parking aisle widths.**

Response:

We appreciate the flexibility allowed by Mr. Errico in this regard.

Comment 3:

*The driveway width at the entrance is approximately 50 feet wide and I would suggest that the entrance be narrowed. This narrowing will also allow for a few additional parking spaces.*

**Status: I continue to believe that a narrower entrance is appropriate and will serve the site well for the small number of trucks that are expected. The applicant should submit additional information that justifies the wide driveway.**

Response:

The applicant would simply like to maintain the existing curb conditions along City Line Drive as they have found these conditions work well with their maintenance and use of the facilities. This includes snow plowing and trailer truck movements that may still access the remaining warehouse section of the building. The existing access width has not resulted in any current operational issues on the site with respect to safety, etc. to the best of our understanding. Simply stated, the installation of additional curb would be an added expense to the project that was not contemplated given the site's existing conditions. If absolutely necessary, the applicant may consider a reduction in the driveway width down to 30 feet, however, their preference is to keep the conditions as is, if at all possible.



Ms. Shukria Wiar  
May 21, 2010  
Page 3

Comment 4:

*Based upon pedestrian activity in the area, I would suggest that the applicant construct a sidewalk along their property frontage.*

**Status:** It is my understanding that the Planning Office is investigating historical files for the subject site that will assist the City in rendering a decision on the sidewalk. It is my assumption that no action from me is required at this time.

Response:

The applicant continues their waiver request for sidewalk along City Line Drive. Apparently, this has been an issue during past site plan reviews. To date, the installation of sidewalk has been waived during each previous approval process according to the applicant. The existing City Line Drive pavement width is more than adequate to allow for the safe pedestrian use. It has been noted by the applicant that most pedestrian use is simply by employees in the existing nearby buildings (i.e. Time Warner for lunch time walks, etc.) There is currently no sidewalk to connect to on either side of the site within City Line Drive, nor are there sidewalks along Johnson Road or the Jetport Access Road. As an alternative, the applicant proposes to provide painted pavement markings along the side of City Line Drive to help provide separation between travel way and a shoulder zone. There is at least 4' of shoulder available to provide space for walkers, etc.

Comment 5:

*The diagonal spaces at the rear of the adjacent building will be difficult to enter and exist and do not meet standard dimensioning requirements.*

**Status:** The applicant should provide addition information on the parking conditions to the rear of the building as it relates to maneuvering into and out of the parking spaces. They appear to be very tight for two-way flow, and the applicant should consider a one-way circulation plan, or supporting information that a two-way scenario is safe.

Response:

The applicant concurs with this request and will provide appropriate signage to direct vehicle flow in a one-way direction around the building. These spaces are generally considered overflow spaces and are not generally required to meet the City's ordinance requirements for parking for the Church use.

As we have stated the applicant is very anxious to receive a building permit to allow them to proceed with the building work as they are up against time issues for the Church tenant. Any ability of the City to allow



Ms. Shukria Wiar  
May 21, 2010  
Page 4

the building permit to be issued in advance of the TMP is appreciated. Please contact this office with any staff questions and concerns.

Sincerely,

DeLUCA-HOFFMAN ASSOCIATES, INC.



Stephen R. Bushey, PE  
Senior Engineer

SRB/smk/JN2885.03/Wiar-5-21-10digitalComRes

Enclosures

c: Mark Sanborn, Transport Leasing Corp.



DeLUCA-HOFFMAN ASSOCIATES, INC.  
CONSULTING ENGINEERS

778 MAIN STREET  
SUITE 8  
SOUTH PORTLAND, MAINE 04106  
TEL. 207 775 1121  
FAX 207 879 0896

- SITE PLANNING AND DESIGN
- ROADWAY DESIGN
- ENVIRONMENTAL ENGINEERING
- PERMITTING
- AIRPORT ENGINEERING
- CONSTRUCTION ADMINISTRATION
- LANDSCAPE ARCHITECTURE

May 14, 2010

Ms. Shukria Wiar  
Planner  
City of Portland  
389 Congress Street  
Portland, ME 04101

**Subject: 52 City Line Drive – Transport Leasing Change of Use  
Response to Planning Authority Review Comments dated May 6, 2010**

Dear Ms. Wiar:

We have reviewed the May 6, 2010 Planning Authority Review Comments for the above listed project and offer the following responses to those items that warrant additional information:

**Marge Schmuckal – Zoning Administrator**

Comment 5:

*Separate permits shall be required for any new signage through the Inspection Services office.*

Response:

At this time no new site signage is proposed by the applicant; however, the East Point Christian Church may seek a sign permit in the future.

**Shukria Wiar – Planning**

Comment 1:

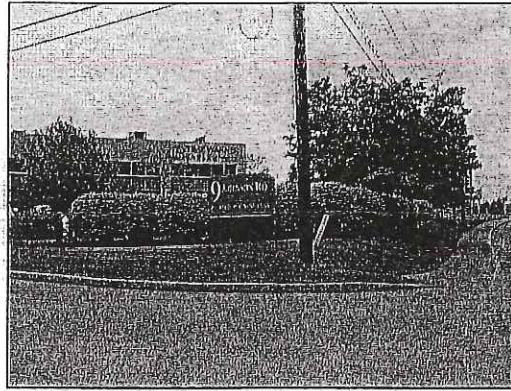
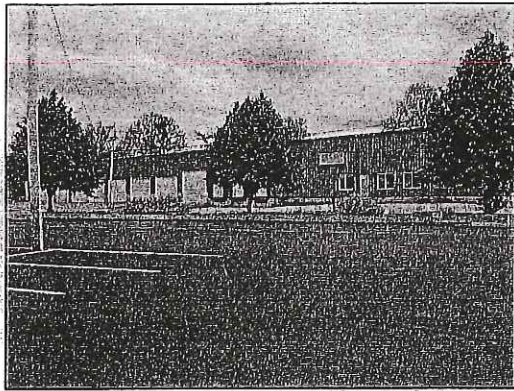
*Submit Landscaping Plan for the proposed landscaped area.*

Response:

The applicant intends to install additional site landscaping to supplement the existing landscaping located at the front of the site, as evidenced in the following photographs. They do not have a formal plan, but have sought proposals from several landscapers. Given the site setting and the existing landscaping in place, the applicant would prefer not to prepare any further landscaping plans but can provide a plant list and quantities once they have settled with their landscape vendor. As evidenced in the photographs we believe the applicant does a good job in providing and maintaining landscaping on all the City Line Drive properties, so we are confident, a similar pattern of landscaping will be provided at the 52 City Line Drive property.



Ms. Shukria Wiar  
May 14, 2010  
Page 2



Comment 2:

*What is being proposed for lighting? Are the existing lights or proposing new lights? If there are new lights being proposed, then catalogue cuts should be submitted for the fixtures.*

Response:

No new lighting is proposed for the site. There are existing building mounted fixtures and several pole mounted fixtures on or near the site that will remain.

Comment 3:

*All of the parking spaces are not meeting the City standard of 9' by 19'. Please submit waivers for the ones that do not meet standards.*

Response:

On behalf of the applicant, we are requesting a waiver to provide parking spaces that measure 9' x 18'. As the site use does not involve retail or high turnover, we feel that 9' x 18' sized parking stalls are satisfactory.

Comment 4:

*There needs to be bicycle racks on site, near the entry to the building.*

Response:

The applicant will install two "Dero" bicycle racks meeting the City's Bicycle Parking Technical and Design Standards near the front entrance of the proposed church.

DeLUCA-HOFFMAN ASSOCIATES, INC.  
CONSULTING ENGINEERS

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Ms. Shukria Wiar  
May 14, 2010  
Page 3

Comment 5:

*Please submit capacity letters for water and sanitary sewer. The capacity letter for sanitary sewer for this project will be coming from South Portland.*

Response:

The Portland Water District has responded to this office that a capacity letter is not required as the building is already provided with domestic and fire line water services. We will contact the City of South Portland Water Resource Protection Department regarding their continued capacity for wastewater collection at the site.

**David Margolis-Pineo – Deputy City Engineer**

Comment 3:

*It is understood that the back portion of the property drains to Brooklawn Cemetery with the front of the lot draining to the Long Creek watershed. This would come under the jurisdiction of the Long Creek Management District and Tamara Lee Pinard of the Cumberland County Soil & Water Conservation District. Contact should be made with Tamara to understand how this property fits into the Long Creek drainage plan.*

Response:

Transport Leasing Corp. is currently in the process of joining the Long Creek Restoration Plan and will be seeking coverage under the Long Creek General Permit. The applicant and the District have discussed the impervious area limits for their property holdings as part of their participation in the plan.

**Tom Errico – Traffic Engineer**

Comment 1:

*Based upon preliminary discussions with the applicant's traffic engineer the project appears to meet the criteria for requiring a Traffic Movement Permit. I have advised them to submit a TMP Application so a scoping meeting can be scheduled.*

Response:

We have submitted the TMP and understand that Mr. Errico has advised that a Scoping Meeting can be scheduled by your office. We hope that the Scoping Meeting and TMP process can be quickly scheduled and administered.

Ms. Shukria Wiar  
May 14, 2010  
Page 4

Comment 2:

*The applicant should formally request a waiver from the City's technical standards for parking stall size and aisle width.*

Response:

See previous response to Comment 3 of Shukria Wiar's comments.

Comment 3:

*The driveway width at the entrance is approximately 50 feet wide and I would suggest that the entrance be narrowed. This narrowing will also allow for a few additional parking spaces.*

Response:

At this time the applicant would prefer to keep the opening as is to allow for the occasional semi-trailer truck access to the remaining warehouse space at the west end of the building.

Comment 4:

*Based upon pedestrian activity in the area, I would suggest that the applicant construct a sidewalk along their property frontage.*

Response:

The applicant would like to request a waiver for a sidewalk at this time as there is currently no sidewalk along City Line Drive, which is currently a private way, maintained by the applicant. There is some pedestrian use of City Line Drive; however, the drive is wide enough under current conditions to allow safe walking given traffic volumes, etc. on the drive.

Comment 5:

*The diagonal spaces at the rear of the adjacent building will be difficult to enter and exist and do not meet standard dimensioning requirements.*

Response:

These diagonal spaces currently exist and were previously approved for activities at 70 City Line Drive according to the owner/applicant.



**DeLUCA-HOFFMAN ASSOCIATES, INC.**  
**CONSULTING ENGINEERS**

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Ms. Shukria Wiar  
May 14, 2010  
Page 5

Please contact this office with any staff questions and concerns.

Sincerely,

DeLUCA-HOFFMAN ASSOCIATES, INC.



Stephen R. Bushey, PE  
Senior Engineer

SRB/smk/JN2885.03/Wiar-5-14-10digitalComRes

Enclosures

c: Mark Sanborn, Transport Leasing Corp.



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**Planning & Urban Development Department**  
Penny St. Louis Littell, Director

**Planning Division**  
Alexander Jaegerman, Director

**MAY 6, 2010**

Steve Bushey, PE  
778 Maine Street  
South Portland, ME 04106

**RE:** Review Comments for Final Plan – Planning Board Review

**Project Name:** City Line Drive - 54; Change Of Use; Transport Leasing Corp.  
**Project ID:** 10-79900006  
**Project Address:** 74 Johnson Rd CBL: 214A- A-002-001

**Planner:** Shukria Wiar

Dear Applicant:

Thank you for submitting an application for a change of use at 74 Johnson Rd. This proposal is being reviewed as a final plan for Planning Board review subject to the Site Plan Ordinance (Article V) of the Land Use Code provisions. The following are Staff Review comments.

**A. Marge Schmuckal – Zoning Administrator**

1. This is a change of use from a warehouse to a warehouse and place of religious assembly. The property is located in a B-4 Zone. By my calculation there is a change of use for approximately 9,526 square feet of area. This use has a large storage area which resembles a warehouse use. There is also an existing area of bathrooms and offices which will remain with the addition of another set of bathrooms.
2. The B-4 Zone allows places of religious assembly as a permitted use under 14-229(b)3.
3. It has been determined the number of parking spaces for the place of assembly and the offices to be 36 parking spaces. Added to that for the remaining 4800 square feet of warehousing is a requirement of 5 more parking spaces for a grand total of 41 required parking spaces. There are 77 parking spaces on site which is more than zoning requires.
4. The impervious surface ratio is a maximum of 80%. The applicant gives data that the impervious surface ratio on site is 73% which meets the requirements of the ordinance.
5. Separate permits shall be required for any new signage through the Inspection Services office.

**B. Planning Shukria Wiar**

1. Submit Landscaping Plan for the proposed landscaped area.

2. What is being proposed for lighting? Are the existing lights or proposing new lights? If there are new lights being proposed, then catalogue cuts should be submitted for the fixtures.
3. All of the parking spaces are not meeting the City standard of 9' by 19'. Please submit waivers for the ones that do not meet standards.
4. There needs to be bicycle racks on site, near the entry to the building.
5. Please submit capacity letters for water and sanitary sewer. The capacity letter for sanitary sewer for this project will be coming from South Portland.

C. David Margolis-Pineo, Deputy City Engineer

1. The Department of Public Services has the following comments.
2. As the applicant has stated, this is a 1.95 acre parcel which is 73% impervious. The applicant has indicated that an additional 1,540 sq ft of impervious will be converted into green space.
3. It is understood that the back portion of the property drains to Brooklawn Cemetery with the front of the lot draining to the Long Creek watershed. This would come under the jurisdiction of the Long Creek Management District and Tamara Lee Pinard of the Cumberland County Soil & Water Conservation District. Contact should be made with Tamara to understand how this property fits into the Long Creek drainage plan.

D. Traffic Engineer Tom Errico

1. Based upon preliminary discussions with the applicant's traffic engineer the project appears to meet the criteria for requiring a Traffic Movement Permit. I have advised them to submit a TMP Application so a scoping meeting can be scheduled.
2. The applicant should formally request a waiver from the City's technical standards for parking stall size and aisle width.
3. The driveway width at the entrance is approximately 50 feet wide and I would suggest that the entrance be narrowed. This narrowing will also allow for a few additional parking spaces.
4. Based upon pedestrian activity in the area, I would suggest that the applicant construct a sidewalk along their property frontage.
5. The diagonal spaces at the rear of the adjacent building will be difficult to enter and exit and do not meet standard dimensioning requirements.

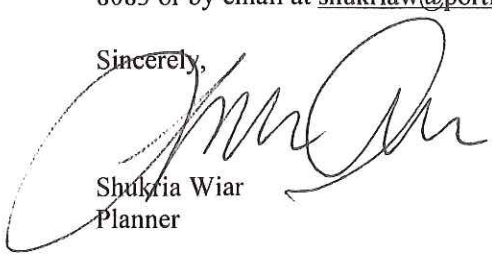
E. Fire Prevention Captain Keith Gautreau

1. The review for this site plan is pending and any comments will be forwarded to the applicant at a later date.

The Planning Authority may request additional information during the continued review of the proposal according to applicable laws, ordinances and regulations.

Please submit seven (7) complete sets of revised plans to address staff comments. Upon receipt of the revised material, the City of Portland will review the additional plans and information for conformance with applicable ordinances. If you have any questions, feel free to contact me at 756-8083 or by email at [shukriaw@portlandmaine.gov](mailto:shukriaw@portlandmaine.gov)

Sincerely,



Shukria Wiar  
Planner



## Shukria Wiar - 54 City Line Drive

---

**From:** Thomas Errico <Thomas.Errico@tylin.com>  
**To:** Shukria Wiar <SHUKRIAW@portlandmaine.gov>  
**Date:** 6/8/2010 12:12 PM  
**Subject:** 54 City Line Drive  
**CC:** Barbara Barhydt <BAB@portlandmaine.gov>, David Margolis-Pineo <DMP@portl...>

---

Shukria – As discussed at the Traffic Movement Permit scoping meeting, the project meets all requirements and accordingly approval is granted. I would note that I have contacted Steve Puleo of South Portland and his only concern was regarding potential impacts to the Maine Mall traffic signal system. I noted to him that the proposed project will not have an impact during typical busy traffic periods and the applicant has demonstrated that during Sunday Service periods traffic volumes are substantially below peak volume conditions. Steve did request a copy of the Traffic Movement Permit Application for his files. Accordingly, the applicant shall deliver a copy of the application to the City of South Portland.

If you have any questions or comments, please contact me.

Best regards,

Thomas A. Errico, P.E.

**TYLIN**INTERNATIONAL

12 Northbrook Drive  
Building A, Suite One  
Falmouth, ME 04105

207.347.4354 (Direct)  
207.781.4721 (Main)  
207.781.4753 (Fax)  
207.400.0719 (Mobile)

## Shukria Wiar - 54 City Line Drive

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**From:** Thomas Errico <Thomas.Errico@tylin.com>  
**To:** Shukria Wiar <SHUKRIAW@portlandmaine.gov>  
**Date:** 5/26/2010 5:44 PM  
**Subject:** 54 City Line Drive  
**CC:** David Margolis-Pineo <DMP@portlandmaine.gov>, Katherine Earley <KAS@port...

---

Shukria - The following represents a status report according to the May 21, 2010 letter from DeLuca-Hoffman Associates, Inc.

- Based upon preliminary discussions with the applicant's traffic engineer the project appears to meet the criteria for requiring a Traffic Movement Permit. I have advised them to submit a TMP Application so a scoping meeting can be scheduled.

**Status: An application has been received and deemed complete and a scoping meeting is scheduled for May 28, 2010.**

- The applicant should formally request a waiver from the City's technical standards for parking stall size and aisle width.

**Status: I support a waiver for 9'x18' parking stalls and reduced parking aisle widths.**

- The driveway width at the entrance is approximately 50 feet wide and I would suggest that the entrance be narrowed. This narrowing will also allow for a few additional parking spaces.

**Status: Based on the fact that City Line Drive is a private street, the existing driveway meets City standards, and the reduction request is suggested and not a requirement.**

- Based upon pedestrian activity in the area, I would suggest that the applicant construct a sidewalk along their property frontage.

**Status: The construction of a sidewalk is not required under City standards because City Line Drive is a private street. The sidewalk request is a suggestion and not a requirement.**

- The diagonal spaces at the rear of the adjacent building will be difficult to enter and exit and do not meet standard dimensioning requirements.

**Status: The applicant has agreed to a one-way circulation system and accordingly I find conditions to be acceptable. I would note that a review of final signage and pavement markings is required.**

If you have any questions, please contact me.

Best regards,

Thomas A. Errico, P.E.

**TYLIN** INTERNATIONAL

12 Northbrook Drive  
Building A, Suite One  
Falmouth, ME 04105

207.347.4354 (Direct)  
207.781.4721 (Main)  
207.781.4753 (Fax)  
207.400.0719 (Mobile)



May 3, 2010  
May 20, 2010

To: Shukria Wiar  
Barbara Barhydt  
From: David Margolis-Pineo  
Re: Review Comments – Public Services  
54 & 58 City Line Drive

The Department of Public Services has the following comments.

As the applicant has stated, this is a 1.95 acre parcel which is 73% impervious. The applicant has indicated that an additional 1,540 s.f. of impervious will be converted into green space.

**No comment necessary.**

It is understood that the back portion of the property drains to Brooklawn Cemetery with the front of the lot draining to the Long Creek watershed. This would come under the jurisdiction of the Long Creek Management District and Tamara Lee Pinard of the Cumberland County Soil & Water Conservation District. Contact should be made with Tamara to understand how this property fits into the Long Creek drainage plan.

**I spoke with Tamara who indicated that Transport Leasing is part of the Long Creek drainage program. No additional comment necessary.**

We have no further comments at this time.

## Shukria Wiar - 52 City Line Drive

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**From:** Thomas Errico <Thomas.Errico@tylin.com>  
**To:** Shukria Wiar <SHUKRIAW@portlandmaine.gov>  
**Date:** 5/19/2010 1:45 PM  
**Subject:** 52 City Line Drive  
**CC:** David Margolis-Pineo <DMP@portlandmaine.gov>, Katherine Earley <KAS@port...

---

Shukria - The following represents a status report regarding my May 3, 2010 comments according to May 14, 2010 letter from DeLuca-Hoffman Associates, Inc.

- Based upon preliminary discussions with the applicant's traffic engineer the project appears to meet the criteria for requiring a Traffic Movement Permit. I have advised them to submit a TMP Application so a scoping meeting can be scheduled.

**Status: An application has been received and deemed complete and a scoping meeting will be scheduled in the near future.**

- The applicant should formally request a waiver from the City's technical standards for parking stall size and aisle width.

**Status: I support a waiver for 9'x18' parking stalls. The applicant does not discuss parking aisle widths.**

- The driveway width at the entrance is approximately 50 feet wide and I would suggest that the entrance be narrowed. This narrowing will also allow for a few additional parking spaces.

**Status: I continue to believe that a narrower entrance is appropriate and will serve the site well for the small number of trucks that are expected. The applicant should submit additional information that justifies the wide driveway.**

- Based upon pedestrian activity in the area, I would suggest that the applicant construct a sidewalk along their property frontage.

**Status: It is my understanding that the Planning Office is investigating historical files for the subject site that will assist the City in rendering a decision on the sidewalk. It is my assumption that no action from me is required at this time.**

- The diagonal spaces at the rear of the adjacent building will be difficult to enter and exit and do not meet standard dimensioning requirements.

**Status: The applicant should provide addition information on the parking conditions to the rear of the building as it relates to maneuvering into and out of the parking spaces. They appear to be very tight for two-way flow, and the applicant should consider a one-way circulation plan, or supporting information that a two-way scenario is safe.**

If you have any questions, please contact me.

Best regards,

Thomas A. Errico, P.E.

**TYLIN**INTERNATIONAL

12 Northbrook Drive  
Building A, Suite One  
Falmouth, ME 04105

207.347.4354 (Direct)  
207.781.4721 (Main)  
207.781.4753 (Fax)  
207.400.0719 (Mobile)



**Shukria Wiar - 52 City Line Drive - East Point Christian Church**

---

**From:** Thomas Errico <Thomas.Errico@tylin.com>  
**To:** Shukria Wiar <SHUKRIAW@portlandmaine.gov>  
**Date:** 5/14/2010 1:00 PM  
**Subject:** 52 City Line Drive - East Point Christian Church  
**CC:** <spuleo@southportland.org>, Bill Bray <trafficsolutions@maine.rr.com>, S...

---

Shukria -- I have reviewed the Traffic Movement Permit Application for the above noted project and find it complete. Accordingly, we can proceed with scheduling a scoping meeting (the scoping meeting must be scheduled a minimum of seven days after abutter notices have been received and publishing of the Notice of Intent in the local newspaper). Upon identification of a date (the applicant can contact me directly), I will notify Steve Puleo of South Portland, as requested. I would note that the application notifies only one abutter. Can you please confirm that this is correct?

If you have any questions, please contact me.

Best regards,  
 Thomas A. Errico, P.E.  
**TYLIN INTERNATIONAL**

12 Northbrook Drive  
 Building A, Suite One  
 Falmouth, ME 04105

207.347.4354 (Direct)  
 207.781.4721 (Main)  
 207.781.4753 (Fax)  
 207.400.0719 (Mobile)

- 1) Who does the notifying  
 ↳ ask Tom  
 2) one abutter?

Steve Bushey

- letter in writing to Penny
- scope of internal demo → no guarantee.

**From:** "Dan Goyette" <DGoyette@woodardcurran.com>  
**To:** "Shukria Wiar" <SHUKRIAW@portlandmaine.gov>  
**Date:** 5/4/2010 9:53 AM  
**Subject:** 54 City Line Drive

Shukria,

I have no comments on this project at this time.

Dan Goyette, P.E.  
Project Engineer  
(207) 774-2112 (office)  
(207) 774-6635 (fax)

[dgoyette@woodardcurran.com](mailto:dgoyette@woodardcurran.com)

Woodard & Curran  
[www.woodardcurran.com](http://www.woodardcurran.com)  
Commitment & Integrity Drive Results

May 3, 2010

To: Shukria Wiar  
Barbara Barhydt  
From: David Margolis-Pineo  
Re: Review Comments – Public Services  
54 & 58 City Line Drive

The Department of Public Services has the following comments.

As the applicant has stated, this is a 1.95 acre parcel which is 73% impervious. The applicant has indicated that an additional 1,540 s.f of impervious will be converted into green space.

It is understood that the back portion of the property drains to Brooklawn Cemetery with the front of the lot draining to the Long Creek watershed. This would come under the jurisdiction of the Long Creek Management District and Tamara Lee Pinard of the Cumberland County Soil & Water Conservation District. Contact should be made with Tamara to understand how this property fits into the Long Creek drainage plan.

We have no further comments at this time.



## Shukria Wiar - 54 City Line Drive

---

**From:** Thomas Errico <Thomas.Errico@tylin.com>  
**To:** Shukria Wiar <SHUKRIAW@portlandmaine.gov>  
**Date:** 5/3/2010 1:00 PM  
**Subject:** 54 City Line Drive  
**CC:** David Margolis-Pineo <DMP@portlandmaine.gov>, Katherine Earley <KAS@port...

---

Shukria - The following outlines my comments following a review of the April 13, 2010 submittal from DeLuca-Hoffman Associates, Inc.

- Based upon preliminary discussions with the applicant's traffic engineer the project appears to meet the criteria for requiring a Traffic Movement Permit. I have advised them to submit a TMP Application so a scoping meeting can be scheduled.
- The applicant should formally request a waiver from the City's technical standards for parking stall size and aisle width.
- The driveway width at the entrance is approximately 50 feet wide and I would suggest that the entrance be narrowed. This narrowing will also allow for a few additional parking spaces.
- Based upon pedestrian activity in the area, I would suggest that the applicant construct a sidewalk along their property frontage.
- The diagonal spaces at the rear of the adjacent building will be difficult to enter and exit and do not meet standard dimensioning requirements.

If you have any questions, please contact me.

Best regards,

Thomas A. Errico, P.E.  
**TYLIN**INTERNATIONAL

12 Northbrook Drive  
Building A, Suite One  
Falmouth, ME 04105

207.347.4354 (Direct)  
207.781.4721 (Main)  
207.781.4753 (Fax)  
207.400.0719 (Mobile)

## Shukria Wiar - City Line Drive

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**From:** Danielle West-Chuhta  
**To:** Wiar, Shukria  
**Date:** 5/3/2010 3:44 PM  
**Subject:** City Line Drive  
**CC:** Barhydt, Barbara

---

Shukria:

I have reviewed the state statute (i.e. 23 M.R.S.A. section 704-A) with regard to Traffic Movement Permits. It provides exactly what is required to be submitted to MDOT in order to receive a permit. The section specifically spells out the authority of MDOT to "register" municipalities for issuing of such permits. Under this section it specifies that the municipality must have sufficient ordinance language which addresses traffic movement issues. The section does not, however, indicate whether or not the Board or the Planning Authority or both have the authority to review these permits.

I have also reviewed the City's ordinance. It does not specify who is the reviewing authority either. Therefore, unless the technical manual specifies which body is to review these items, I think that the Planning Authority and Board may both have the authority to deal with these matters. I would note that if the Planning Authority is uncomfortable dealing with this issue it could refer the matter to the Planning Board under 14-525(h).

Thanks,

Danielle

Danielle P. West-Chuhta  
Associate Corporation Counsel  
City of Portland, Maine  
(207) 874-8480



**MARGE SCHMUCKAL – ZONING ADMINISTRATOR**  
**APRIL 21, 2010**

This is a change of use from a warehouse to a warehouse and place of religious assembly. The property is located in a B-4 Zone. By my calculation there is a change of use for approximately 9,526 square feet of area. This use has a large storage area which resembles a warehouse use. There is also an existing area of bathrooms and offices which will remain with the addition of another set of bathrooms.

The B-4 Zone allows places of religious assembly as a permitted use under 14-229(b)3.

I have determined the number of parking spaces for the place of assembly and the offices to be 36 parking spaces. Added to that for the remaining 4800 square feet of warehousing is a requirement of 5 more parking spaces for a grand total of 41 required parking spaces. I counted 77 parking spaces on site which is more than zoning requires.

The impervious surface ratio is a maximum of 80%. The applicant gives data that the impervious surface ratio on site is 73% which meets the requirements of the ordinance.

Separate permits shall be required for any new signage through the Inspection Services office.

Marge Schmuckal

To residents and property owners: A minor site plan application was submitted on April 21, 2010 to the City of Portland Planning Division by Transport Leasing Corp. for 54 City Line Drive. The applicant is proposing a change of use to allow approximately 6,000 SF to be leased to the East Point Christian Church for their sanctuary and allow another 9,920 SF to be leased to the East Point Christian Church. This area will be used for the entrances foyer, conference rooms, storage, offices and restroom facilities. The project site contains a single story structure of approximately 20,720 SF that was formerly used by DHL Express. Parking will be provided for the Church by using existing parking spaces on the adjacent property at 70 City Line Drive. A total of 97 parking spaces will be provided for the Church on the combined lots.

In accordance with the Portland Land Use Ordinance, notices of receipt of a minor site plan application must be sent to neighbors. This application will be reviewed administratively by City Staff and public comments may be submitted by May 5, 2010.

Plans are available in the Portland Planning Division, 4th Floor, City Hall. If you have any questions or wish to submit comments, contact Shukria Wiar, Planner, at 756-8083 or shukriaw@portlandmaine.gov.

check w/ Marge

TMP? Ask Tom  
trigger - 100 vehicles /  
hour

Shukria

Need to know what  
the traffic generation  
was for the last use

Need Council Note

\* under 10,000 SF  
minor site plan  
change of use  
for 9,526 sq ft



1 SUMNER COURT LLC  
4646 NORTH HERMITAGE  
CHICAGO, IL 60640

102 CUMBERLAND AVENUE LLC  
1831 MADISON AVE # 6K  
NEW YORK, NY 10035

104 CUMBERLAND AVENUE LLC  
7 LITTLE BROOK DR  
FALMOUTH, ME 04105

105 MONUMENT LLC  
45 CASCO ST  
PORTLAND, ME 04101

15 CUMBERLAND AVENUE A LLC & 15  
CUMBERLAND AVENUE B LLC  
202 WASHINGTON AVE  
PORTLAND, ME 04101

16-18 WENTWORTH ST INC  
PO BOX 934  
SCARBOROUGH, ME 04070

195 CONGRESS STREET LLC  
195 CONGRESS ST  
PORTLAND, ME 04101

316 CONGRESS STREET LLC  
134 MAIN ST STE 2A  
WINTHROP, ME 04364

63 KELLOGG STREET LLC  
63 KELLOGG ST # 1  
PORTLAND, ME 04101

85 CUMBERLAND AVENUE LLC  
405 WEST YALE CIR  
GLENWOOD SPRINGS, CO 81601

A & M PARTNERS LLC  
120 EXCHANGE ST  
PORTLAND, ME 04101

ABT HEATHER S  
PO BOX 5322  
PORTLAND, ME 04101

ADAM ELHADI M  
24 MECHANIC ST #1  
PORTLAND, ME 04101

AFRICAN METHODIST EPIS ZION  
CHURCH  
95-97 MONUMENT ST  
PORTLAND, ME 04101

AFRICAN METHODIST EPIS ZION  
CHURCH TR OF  
46 SHERIDAN ST  
PORTLAND, ME 04101

AGOPIAN PAULA  
98 MONUMENT ST  
PORTLAND, ME 04101

AKERLIND CHRISTOPHER J  
44 MONUMENT ST  
PORTLAND, ME 04101

ALBERT-KNOPP EBEN  
70 DEERING ST  
PORTLAND, ME 04101

ALEXIAD LLC  
21 ROCKAWAY RD  
FALMOUTH, ME 04105

ANDERSON MATTHEW A  
45 MONUMENT ST  
PORTLAND, ME 04101

ANNC LLC  
59 ATLANTIC ST  
PORTLAND, ME 04101

ANTHONY PAUL F  
8990 BEAVERBROOK CT  
ELK GROVE, CA 95624

ARMSTRONG THERESE B & TOM M  
ARMSTRONG JTS  
151 CONGRESS ST # 6  
PORTLAND, ME 04101

ARMSTRONG THERESE B & TOM M  
ARMSTRONG JTS  
PO BOX 16003  
PORTLAND, ME 04101

ARSENAULT LISA M  
135 SHERIDAN ST # 301  
PORTLAND, ME 04101

BABIN JOHN W  
74 SHERIDAN ST  
PORTLAND, ME 04101

BALZANO ANNE E  
52 MONUMENT ST  
PORTLAND, ME 04101

BARNETT MATHEW & ANGELA  
OSTLUND JTS  
98 CUMBERLAND AVE # 2  
PORTLAND, ME 04101

BARTER LOIS C  
23 GREENWAY DR  
FALMOUTH, ME 04105

BARTLETT ISLAND LLC  
67 INDIA ST  
PORTLAND, ME 04101

BARTON MICHAEL C  
184 CONGRESS ST  
PORTLAND, ME 04101

BELL DEBORAH J  
110 SHERIDAN ST  
PORTLAND, ME 04101

BENDER KATHLEEN  
11 NORTH ST # 2  
PORTLAND, ME 04101

BERLSTEIN THEODORE M  
117 SHERIDAN ST # 3  
PORTLAND, ME 04101

BERNHARD EMILY A  
28 CUMBERLAND AVE  
PORTLAND, ME 04101

BLACK AMY  
89 SHERIDAN ST  
PORTLAND, ME 04101

BLACKSTONE PETER C & KATLYN  
BLACKSTONE JTS  
76 CUMBERLAND AVE  
PORTLAND, ME 04101

BOEHRINGER BRADLEY KARL  
35 CUMBERLAND AVE  
PORTLAND, ME 04101

BOISSONNEAU EDWARD B  
243 VALLEY ST # 2  
PORTLAND, ME 04102

BONNEY PAUL DAVID  
135 MARGINAL WAY #516  
PORTLAND, ME 04101

BORTON CAMERON & JOAN C BORTON  
96 ST LAWRENCE ST  
PORTLAND, ME 04101

BOWEN JOHN A  
36 NORTH ST  
PORTLAND, ME 04101

BRAUN SARAH  
64 KELLOGG ST  
PORTLAND, ME 04101

BRETT ROBERT G VN VET & CHERYL H  
JTS  
42 LAFAYETTE ST  
PORTLAND, ME 04101

BROOKMAN GARY M  
39 LAFAYETTE ST  
PORTLAND, ME 04101

BROOKS LORRAINE & ROY C  
146 CONGRESS ST  
PORTLAND, ME 04101

BUCKLEY FRANCIS K TRUSTEE  
126 NE 17TH AVE  
FORT LAUDERDALE, FL 33301

CANNON STEPHEN R & MARY G JTS  
204 CONGRESS ST  
PORTLAND, ME 04101

CARELLI KATERI  
135 SHERIDAN ST # 102  
PORTLAND, ME 04101

CARHART GEORGE S & USCHI S JTS  
7 LAFAYETTE ST  
PORTLAND, ME 04101

CARLSON TRACEY & WILLIAM J JTS  
461 CAPISIC ST  
PORTLAND, ME 04102

CARLSON WILLIAM J & WALTER J  
CARLSON JTS  
461 CAPISIC ST  
PORTLAND, ME 04102

CAROLAN JOHN D  
28 NORTH ST  
PORTLAND, ME 04101

CAROLAN JOHN D & TIMOTHY P  
CAROLAN JR  
40 CUMBERLAND AVE  
PORTLAND, ME 04101

CAROLAN TIMOTHY P  
PO BOX 4714  
PORTLAND, ME 04112

CHAMBERS MATTHEW H & LESLI A  
CHAMBERS JTS  
13 LAWRENCE RD  
POWNA, ME 04069

CHANNEY LAUREN E  
22 CUMBERLAND AVE # 1  
PORTLAND, ME 04101

CHEA SORYA S  
95 SHERIDAN ST  
PORTLAND, ME 04101

CHESTER EDWIN P & BARBARA A  
VESTAL  
107 CONGRESS ST  
PORTLAND, ME 04101

CHESTER EDWIN P TRUSTEE  
107 CONGRESS ST  
PORTLAND, ME 04101

CHURCHILL MATTHEW J & SUZANNE M  
CAHILL JTS  
17 OCEAN VIEW RD  
CAPE ELIZABETH, ME 04107

CLARK ANDREA  
195 CONGRESS ST # 3  
PORTLAND, ME 04101

CLOUTIER ALBERT P  
95 CONGRESS ST  
PORTLAND, ME 04101

COBURN SARAH B & BRENDAN O'NEIL  
JTS  
117 SHERIDAN ST # 8  
PORTLAND, ME 04101

COLEMAN BARBARA W  
18 PONCE ST  
PORTLAND, ME 04101

COOSE CHRISTOPHER & LISA  
SILVERMAN JTS  
87 ST LAWRENCE ST # 1  
PORTLAND, ME 04101

CORMIER JOSEPH J  
6 ROMASCO LN # 1  
PORTLAND, ME 04101

COTA DIANE & SCOTT COTA JTS  
135 SHERIDAN ST # 404  
PORTLAND, ME 04101

COTA DIANE & SCOTT COTA JTS  
135 SHERIDAN ST # 405  
PORTLAND, ME 04101

COWIE DAVID & LOUISE LITTLE JTS  
32 NORTH ST # 3  
PORTLAND, ME 04101

COWIE JAMES D & ANN C COWIE JTS  
32 NORTH ST # 1  
PORTLAND, ME 04101

COWIE JAMES D KW VET & ANN C  
COWIE JTS  
32 NORTH ST # 1  
PORTLAND, ME 04101

CRABILL JOHN H & KIM L CRABILL JTS  
240 PLEASANT ST  
PORTLAND, ME 04103

CROCKETT STEPHEN R  
21 NORTH ST  
PORTLAND, ME 04101

CUMBERLAND MERRILL APARTMENTS  
LLC  
35 PENRITH RD  
PORTLAND, ME 04102

CUMMINGS SHERYLL  
PO BOX 8754  
PORTLAND, ME 04104

CURRAN GREGORY M & CORALIE E  
CURRAN  
181 HARRIET ST  
SOUTH PORTLAND, ME 04106

CURRAN MICHAEL W  
91 SHERIDAN ST  
PORTLAND, ME 04101

DAGAVARIAN HELEN M & VAHAN D  
TUFANKJIAN TRUST  
280 HOVEY ST  
LOWELL, MA 01852

DARLING WILLIAM E JR  
1254 ROOSEVELT TRAIL  
RAYMOND, ME 04071

DAVIS NATHAN C  
27 LAFAYETTE ST  
PORTLAND, ME 04101

DEFRIES NICHOLAS J  
12 ROMASCO LN  
PORTLAND, ME 04101

DELL'AGLIO BRANDON  
22 CUMBERLAND AVE # 2  
PORTLAND, ME 04101

DERVIS JENNIFER J  
96 ELM ST  
SOMERVILLE, MA 02144

DESROSIERS PATRICK M JR  
16 CUMBERLAND AVE # 2  
PORTLAND, ME 04101

DETROY PETER J III & MARY R ROY JTS  
49 SHERIDAN ST # 1  
PORTLAND, ME 04101

DICKSTEIN SHERRY & KURT  
LAUENSTEIN JTS  
807 MAGNOLIA ST  
GREENSBORO, NC 27401

DIDONATO ADRIENNE M  
87 SKYLARK RD  
PORTLAND, ME 04103

DIDONATO FRANK  
87 SKYLARK RD  
PORTLAND, ME 04103

DIFAZIO CHARLES S  
74 WATERVILLE ST  
PORTLAND, ME 04101



DOBLERE JOANNE M  
206 CONGRESS ST  
PORTLAND, ME 04101

DOMBEK LISA A  
52 CUMBERLAND AVE  
PORTLAND, ME 04101

DONATELLI EVANGELISTA  
351 SHERWOOD ST  
PORTLAND, ME 04103

DOWDY JASON G & MARLA D K  
NAUJOKS JTS  
164 CONGRESS ST  
PORTLAND, ME 04101

DOWNS M ALEXANDER  
130 DARTMOUTH ST  
PORTLAND, ME 04103

DOYLE LINFORD & WILLIAM BOVILLE  
50 FAIRLAWN AVE  
SOUTH PORTLAND, ME 04106

DREW MARGARET I  
224 FOWLER RD  
CAPE ELIZABETH, ME 04107

DUDLEY BENJAMIN F III & LYNN F  
DAVEY JTS  
9 PONCE ST  
PORTLAND, ME 04101

DWYER DON E & ROBERT F GORDON  
JTS  
7 NORTH ST  
PORTLAND, ME 04101

DYER OAKLEY R & JILL B SADY JTS  
11 ROMASCO LN  
PORTLAND, ME 04101

EASTMAN ALAN D ETALS  
49 SHERIDAN ST # S2  
PORTLAND, ME 04101

ECKER JEREMIAH S  
135 SHERIDAN ST # 204  
PORTLAND, ME 04101

ECO CAPITAL LLC  
PO BOX 2412  
SOUTH PORTLAND, ME 04116

EDWARDS JOHN A  
15 DEVONSHIRE ST  
PORTLAND, ME 04103

EMERY SCOTT  
23 LAFAYETTE ST  
PORTLAND, ME 04101

EMERY TRAVIS D & ELIZABETH W  
EMERY JTS  
55 SHERIDAN ST  
PORTLAND, ME 04101

ETDL LLC  
118 CONGRESS ST  
PORTLAND, ME 04101

EUBANK LAURENCE  
117 SHERIDAN ST # 6  
PORTLAND, ME 04101

FELTES BARBARA A  
20 PONCE ST  
PORTLAND, ME 04101

FENNELL GARY R & IRENE A FENNELL  
JTS  
18 CUMBERLAND AVE # 3  
PORTLAND, ME 04101

FICKETT ROBERT M & VICKY K  
MORGAN-FICKETT JTS  
148 MERRILAND RIDGE RD  
WELLS, ME 04090

FIRST FREE METHODIST CHURCH  
140 CONGRESS ST  
PORTLAND, ME 04101

FIXED GEAR LLC  
12 ATLANTIC ST  
PORTLAND, ME 04101

FLORIDINO DIANNA L & ANIELLO O  
FLORIDINO JTS  
358 MIDDLE RD  
FALMOUTH, ME 04105

FONTAINE DAVID W & LAURA J JTS  
13 ROMASCO LN  
PORTLAND, ME 04101

FONTAINE DAVID W & LAURA J JTS  
22 ROMASCO LN  
PORTLAND, ME 04101

FORTIN CHARLES A  
30 MONUMENT ST  
PORTLAND, ME 04101

FRANKLIN J THOMAS  
96-2 ST LAWRENCE ST  
PORTLAND, ME 04101

FRANKLIN SARAH E  
14 PONCE ST  
PORTLAND, ME 04101

GALGAY DAVID L JR  
PO BOX 1501  
PORTLAND, ME 04104

GAN RONALD L  
4646 N HERMITAGE AVE  
CHICAGO, IL 60640

GAN RONALD L & STEPHANIE A EVANS  
JTS  
4646 N HERMITAGE  
CHICAGO, IL 60640

GARCIA STEPHEN & HEIDI GARCIA JTS  
162 CONGRESS ST  
PORTLAND, ME 04101

GENOVESE ROCCO D & PAULA D  
GENOVESE JTS  
56 CORNELL ST  
SOUTH PORTLAND, ME 04106

GEORGE JUDY D  
233 SMITH RD  
WINDHAM, ME 04062

GIESE GEORGE J & JAYNE C JTS  
466 LEDGE RD  
YARMOUTH, ME 04096

GILMAN ROBERT R & ETALS  
19 LUNT DR  
WESTBROOK, ME 04092

GLASS JANE E  
125 SHERIDAN ST  
PORTLAND, ME 04101

GOODING KATHLEEN A & DONALD A  
GOODING JTS  
820 INDIAN POINT RD  
MOUNT DESERT, ME 04660

GOODWIN RAYMOND T & MARION L JTS  
24 CUMBERLAND AVE  
PORTLAND, ME 04101

GORHAM RITA A  
50 CUMBERLAND AVE  
PORTLAND, ME 04101

GRACEFFA RALPH MARION  
76 ATLANTIC ST  
PORTLAND, ME 04101

GRAHAM LINDY E  
94 ATLANTIC ST # 2  
PORTLAND, ME 04101

GREG'S PROPERTIES WASHAVE LLC  
26 VILLAGE BROOK RD  
YARMOUTH, ME 04096

GRIMALDI NICHOLAS  
135 SHERIDAN ST # 202  
PORTLAND, ME 04101

GRINDLE ALEXANDRA H  
151 CONGRESS ST # 2  
PORTLAND, ME 04101

GROSS LAURENCE W  
PO BOX 10152  
PORTLAND, ME 04104

GRZYMSKI BRIAN D  
135 SHERIDAN ST # 407  
PORTLAND, ME 04101

GUERETTE LAURA M & DANA M  
GUERETTE  
6 SUMMERFIELD LN  
SCARBOROUGH, ME 04074

GUIDI TRACY & JEAN GINN MARVIN  
ETAL  
220 MAINE MALL RD  
SOUTH PORTLAND, ME 04106

H A T LLC  
13 LAWRENCE AVE  
PORTLAND, ME 04102

HALEY MELISSA E & SEAMUS L HALEY  
JTS  
351 WEST GRAY RD  
GRAY, ME 04039

HALL DOUGLAS D  
99 MONUMENT ST  
PORTLAND, ME 04101

HANNIGAN PETER  
2 PONCE ST  
PORTLAND, ME 04101

HANSON MATTHEW M  
135 SHERIDAN ST # 203  
PORTLAND, ME 04101

HARVEY ALBERT R JR & MARY ANN JTS  
105 SHERIDAN ST  
PORTLAND, ME 04101

HARVEY ALBERT R JR VN VET & MARY  
ANN JTS  
105 SHERIDAN ST  
PORTLAND, ME 04101

HATT YUN OK  
3 HOWARD ST # 3  
PORTLAND, ME 04101

HELLSTEDT ERIK M & ANN M  
HELLSTEDT JTS  
34 NORTH ST  
PORTLAND, ME 04101

HELMICK GILBERT & ANI HELMICK JTS  
90 MORNING ST  
PORTLAND, ME 04101

HILLTOP HOUSING  
PO BOX 10152  
PORTLAND, ME 04104

HOLMAN CRAIG E  
152 MILTON ST  
PORTLAND, ME 04103

HOOPS DAVID T  
109 SHERIDAN ST  
PORTLAND, ME 04101

HOWE DAVID B & ANN ARCHINO HOWE  
JTS  
76 MONUMENT ST  
PORTLAND, ME 04101

HUFF WILLIAM J  
12 PONCE ST  
PORTLAND, ME 04101

INTERNATIONAL CHRISTIAN  
FELLOWSHIP  
35 LAFAYETTE ST  
PORTLAND, ME 04101

IOVINO DAVID B  
89 CONGRESS ST #2  
PORTLAND, ME 04101

J & C ASSOCIATES  
4865 S ATLANTIC AVE # 403  
NEW SMYRNA BEACH, FL 32169

JACK PAMELA & DEVON PLATTE JTS  
26 NORTH ST # 3  
PORTLAND, ME 04101

JACOBSKY ANTHONY M & BRIDGET A  
JACOBSKY ETAL  
1673 WESTBROOK ST  
PORTLAND, ME 04102

JAGGER ALLAN D  
40 O'BRIEN ST  
PORTLAND, ME 04101

JOHNSON KIRSTEN L  
99 SHERIDAN ST  
PORTLAND, ME 04101

JOHNSON MARGARET J  
30 LAFAYETTE ST  
PORTLAND, ME 04101

KEISKI LISA K & GREGORY D  
DEARBORN JTS  
200 CONGRESS ST  
PORTLAND, ME 04101

KELLEY LINDA C  
66 CUMBERLAND AVE  
PORTLAND, ME 04101

KELLY ARLENE P  
92 SHERIDAN ST  
PORTLAND, ME 04101

KELLY MICHAEL T & JUDITH C KELLY  
38 VESPER ST  
SCARBOROUGH, ME 04074

KELLY PETER W III & MARY A JTS  
PO BOX 617  
PORTLAND, ME 04104

KENISTON ANDREW & GUY D JTS  
3 COUNTRY DR  
OLD ORCHARD BEACH, ME 04064

KINDER MAUREEN M  
16 CUMBERLAND AVE # 4  
PORTLAND, ME 04101

KLOPPENBERG ANN MARIE  
135 SHERIDAN ST # 205  
PORTLAND, ME 04101

KRUSE SCOTT & MARGARET MAYER  
JTS  
PO BOX 116  
HIRAM, ME 04041

L & B LLC  
61 WESTWOOD RD  
GRAY, ME 04039

LAMB RALPH W & DONNA J JTS  
417 FALMOUTH RD  
FALMOUTH, ME 04105

LANCASTER JUNE P  
PO BOX 10042  
PORTLAND, ME 04104

LANE KEITH L  
73 WATERVILLE ST  
PORTLAND, ME 04101

LANOU GREGORY P  
P.O.BOX 723  
PORTLAND, ME 04104

LASKEY PAMELA J  
135 SHERIDAN ST # 304  
PORTLAND, ME 04101

LAWSON ELEANOR G WID WWII VET  
36 SHERIDAN ST  
PORTLAND, ME 04101

LEHRER RICHARD C & NICHOLE A SITO  
JTS  
135 SHERIDAN ST # 306  
PORTLAND, ME 04101



LEMIEUX JOHN A & CINDY J LEMIEUX  
JTS  
100 SHERIDAN ST  
PORTLAND, ME 04101

LEMIEUX JOHN A & CINDY J JTS  
100 SHERIDAN ST  
PORTLAND, ME 04101

LEO WILLIAM E  
187 CONGRESS ST  
PORTLAND, ME 04101

LIBBY MATTHEW  
35 NORTH ST  
PORTLAND, ME 04101

LITTLEFIELD LEVERNA W WID WWI VET  
176 CONGRESS ST  
PORTLAND, ME 04101

MACVANE LESLIE  
62 KELLOGG ST # 3  
PORTLAND, ME 04101

MAESCHER MARY L  
16 PONCE ST  
PORTLAND, ME 04101

MAI LIEN  
88 CUMBERLAND AVE  
PORTLAND, ME 04101

MALIA CAROL A  
48 CUMBERLAND AVE  
PORTLAND, ME 04101

MALONE PATRICK R ETALS  
159 CONGRESS ST  
PORTLAND, ME 04101

MAMGAIN VAISHALI  
26 MONUMENT ST  
PORTLAND, ME 04101

MARTIN THOMAS L  
87 MONUMENT ST  
PORTLAND, ME 04101

MCCAIN MARGARET J  
53 SHERIDAN ST  
PORTLAND, ME 04101

MCCARRON EDWARD T & FIDELMA M  
MCCARRON JTS  
47 MONUMENT ST  
PORTLAND, ME 04101

MCCARTHY KRISTINE A  
93 CUMBERLAND AVE  
PORTLAND, ME 04101

MCGEE CHESSELL N & ROBERT R  
SMITH JTS  
1 LANEWOOD RD  
CUMBERLAND FORESIDE, ME 04110

MCINNIS MICHAEL S & KIM M JTS  
51 NORTH ST  
PORTLAND, ME 04101

MCKEEVER EUGENE D III & JILL A  
MCKEEVER JTS  
43 LAFAYETTE ST  
PORTLAND, ME 04101

MEDLEY JOSEPH E & GLORIA B  
MEDLEY JTS  
31 NORTH ST  
PORTLAND, ME 04101

MERROW SUSAN M & KEVIN L SCOTT  
JTS  
103 MONUMENT ST  
PORTLAND, ME 04101

MILLER GAIL C  
46 FINN PARKER RD  
GORHAM, ME 04038

MILLER ZOE S & VALERIE A WHITE  
155 CONGRESS ST  
PORTLAND, ME 04101

MINIMO INC  
56 PORTLAND ST  
PORTLAND, ME 04101

MITCHELL BRANDON J  
46 LAFAYETTE ST  
PORTLAND, ME 04101

MITCHELL CHARLES  
161 CONGRESS ST  
PORTLAND, ME 04101

MONTFORT HOUSING LIMITED  
PARTNERSHIP  
130 MIDDLE ST  
PORTLAND, ME 04101

MOONEY JOHN T & NANCY A MOONEY  
JTS  
202 CONGRESS ST  
PORTLAND, ME 04101

MORGAN MICHELLE L & LISA A MORRIS  
JTS  
26 LAFAYETTE ST  
PORTLAND, ME 04101

MORROW ROBERT S & MARY V OR  
SURV  
25 MONUMENT ST  
PORTLAND, ME 04101

MUNJOY FAMILY APARTMENTS LLC  
35 PENRITH RD  
PORTLAND, ME 04102

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62 CUMBERLAND AVE

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MUNJOY HILL NEIGHBORHOOD  
ORGANIZATION  
92 CONGRESS ST  
PORTLAND, ME 04101

MURPHY GAIL D & JOHN M MURPHY  
TRUSTEES  
4 MALLARD LN  
SCARBOROUGH, ME 04074

MYATT GERARD A  
10 CLEVELAND ST  
PORTLAND, ME 04103

NEWCOMB CAROLINE C & JASON T  
KENDALL JTS  
135 SHERIDAN ST # 406  
PORTLAND, ME 04101

NOBLE WILLIAM R & MY T JTS  
488 LILY BAY RD  
GREENVILLE, ME 04441

NORTHERN NEW ENGLAND  
TELEPHONE OPERATIONS LLC  
PO BOX 1509  
BANGOR, ME 04402

NORTON ROBERT MICHAEL  
15 NORTH ST  
PORTLAND, ME 04101

O'BRIEN TESSA G  
23 CUMBERLAND AVE  
PORTLAND, ME 04101

O'BRIEN WILLIAM T  
61 MONUMENT ST  
PORTLAND, ME 04101

O'CONNOR PATRICIA  
135 SHERIDAN ST # 402  
PORTLAND, ME 04101

O'DONNELL DAVID M  
178 CONGRESS ST  
PORTLAND, ME 04101

O'ROURKE JAMES G  
117 SHERIDAN ST # 4  
PORTLAND, ME 04101

PALMER KATHERINE J  
62 MONUMENT ST  
PORTLAND, ME 04101

PATERNO ERNEST A & JILL DALTON JTS  
82 CUMBERLAND AVE  
PORTLAND, ME 04101

PATERNO ERNEST A & JILL H DALTON  
JTS  
179 CONGRESS ST  
PORTLAND, ME 04101

PATERNO ERNEST A & JILL H DALTON  
JTS  
181 CONGRESS ST  
PORTLAND, ME 04101

PEOPLE'S REGIONAL OPPORTUNITY  
PROGRAM  
510 CUMBERLAND AVE  
PORTLAND, ME 04101

PERKINS FRANCIS M & SHIRLEY A  
MOREHOUSE JTS  
PO BOX 124  
LAKE ARIEL, PA 18436

PETERSON ELIZABETH A  
87 MONUMENT ST  
PORTLAND, ME 04101

PIERCY JAY  
59 HARLIE WOODS RD  
DURHAM, ME 04222

PIKE CAROL S & JAMES F PIKE JTS  
39 ALBA ST  
PORTLAND, ME 04103

PIKE CAROL S & JAMES F JTS  
39 ALBA ST  
PORTLAND, ME 04103

PIKE JAMES F & CAROL S PIKE JTS  
39 ALBA ST  
PORTLAND, ME 04103

PORTER JESSICA J  
2149 DANFORTH AVE # 304  
TORONTO ON, CN M4C 1K2

PORTLAND HOUSING AUTHORITY  
14 BAXTER BLVD  
PORTLAND, ME 04101

PRATT DANA F  
8 MERRILL ST  
PORTLAND, ME 04101

PRESCOTT PAUL R  
34 LAFAYETTE ST  
PORTLAND, ME 04101

PRESTEGARD DEENA  
135 SHERIDAN ST # 307  
PORTLAND, ME 04101

PYE SUSAN J  
151 CONGRESS ST # 1  
PORTLAND, ME 04101

QUINN MEGHAN  
19 ROMASCO LN  
PORTLAND, ME 04101

RASMUSSEN KAREN E & MANUEL  
PENA JTS  
147 CONGRESS ST  
PORTLAND, ME 04101

RASMUSSEN KAREN E & MANUEL PENA  
JTS  
147 CONGRESS ST  
PORTLAND, ME 04101

REED CRAIG C & HOPE H REED JTS  
479 S CONVENT AVE  
TUCSON, AZ 85701

REED CRAIG C & HOPE H REED  
TRUSTEES  
479 S CONVENT AVE  
TUCSON, AZ 85701

REED CRAIG C & HOPE H REED  
TRUSTEES  
479 S CONVENT AVE  
TUCSON, AZ 85701

REED RICHARD K ETALS  
726 SEASHORE AVE  
PEAKS ISLAND, ME 04108

REID WILLIAM J III  
54 NORTH ST  
PORTLAND, ME 04101

RENNER WILLIAM P  
135 SHERIDAN ST # 101  
PORTLAND, ME 04101

REYNOLDS JOSEPH W  
198 TUTTLE RD  
CUMBERLAND, ME 04021

RICE REBECCA  
658 CONGRESS ST 1ST FLOOR  
PORTLAND, ME 04101

RICHARD ROBERT R  
24 PONCE ST  
PORTLAND, ME 04101

ROBACK LACEY & TIMOTHY FLANAGAN  
& ETALS JTS  
201 CONGRESS ST  
PORTLAND, ME 04103

ROWE LYNNE E & JONATHAN L RADTKE  
JTS  
53 MONUMENT ST  
PORTLAND, ME 04101

RUSSO JOSEPH A  
21 DEEPWOOD DR  
PORTLAND, ME 04103

SAENZ COREY  
91 CONGRESS ST  
PORTLAND, ME 04101

SANTOS MARSHALL S  
102 PLEASANT AVE  
PORTLAND, ME 04103

SAX DOUGLAS S & SHAWNEE A SAX  
JTS  
74 ST LAWRENCE ST  
PORTLAND, ME 04101

SCHNEIDER CRAIG A  
56 CUMBERLAND AVE  
PORTLAND, ME 04101

SCHOECK JONATHAN R  
258 GLEN MEADOW RD  
FRANKLIN, MA 02038

SCHUMACHER LINDA  
6 PONCE ST  
PORTLAND, ME 04101

SENECA JOANNE M  
25 ROMASCO LN  
PORTLAND, ME 04101

SHAPIRO RONALD A  
117 SHERIDAN ST # 5  
PORTLAND, ME 04101

SHAW PATRICIA  
6 STRAWBERRY FIELDS LN  
SCARBOROUGH, ME 04074

SHERIDAN STREET LLC  
477 CONGRESS ST 1012  
PORTLAND, ME 04101

SMITH DEBRA M  
151 CONGRESS ST # 3  
PORTLAND, ME 04101

SMITH GORDON R  
116 SHERIDAN ST  
PORTLAND, ME 04101

SMITH MARK L  
45 CUMBERLAND AVE  
PORTLAND, ME 04101

SMITH MARK L & STEPHANIE L DUNN  
JTS  
PO BOX 608  
NEW PORTLAND, ME 04954

SNYDER KAREN  
72 WATERVILLE ST # 3  
PORTLAND, ME 04101

SOMERO SCOTT  
13 ATLANTIC ST  
PORTLAND, ME 04101



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ST LAWRENCE CONDO LLC  
19 HUNTS COVE RD  
NOBLEBORO, ME 04555

STRAIT HAWLEY R & SARAH L KUTZEN  
JTS  
117 SHERIDAN ST # 7  
PORTLAND, ME 04101

SUDBAY SHARON A & KAREN A SUDBAY  
108 MONUMENT ST  
PORTLAND, ME 04101

SUKEFORTH MATTHEW A  
48 LAFAYETTE ST  
PORTLAND, ME 04101

SULLIVAN SUE ANN  
569 ROOSEVELT TRAIL  
WINDHAM, ME 04062

TANGNEY GINA  
94 ST LAWRENCE ST # 941  
PORTLAND, ME 04101

TASKER MATTHEW C & CARRIE L  
TASKER JTS  
58 ATLANTIC ST  
PORTLAND, ME 04101

TATE ROBERT J JR & ELKE V MULLER  
JTS  
94-3 ST LAWRENCE ST  
PORTLAND, ME 04101

THOMAS GRACE A  
135 SHERIDAN ST # 305  
PORTLAND, ME 04101

THOMPSON ERICA E  
31 LAFAYETTE ST  
PORTLAND, ME 04101

TOLFORD CHRISTOPHER W  
135 SHERIDAN ST # 206  
PORTLAND, ME 04101

TOOLEY SHAWN M  
197 CONGRESS ST  
PORTLAND, ME 04101

TRETTEL JOHN ROGER  
10 LAFAYETTE SQ # 1601  
BUFFALO, NY 14209

TUCCI MICHAEL A ETALS  
104 MONUMENT ST # 1  
PORTLAND, ME 04101

TURNER ADAM F & CELESTE TURNER  
JTS  
141 CONGRESS ST  
PORTLAND, ME 04101

WALKER LISA M  
107 MONUMENT ST  
PORTLAND, ME 04101

WALSH EDWARD  
PO BOX 62  
PORTLAND, ME 04112

WASHINGTON SQUARE HOME OWNERS  
ASSOC C/O J LIPPS  
73 MOUNTFORT ST  
PORTLAND, ME 04101

WATERS REBECCA A  
61 KELLOGG ST # 2  
PORTLAND, ME 04101

WAYNE THOMAS F  
PO BOX 874  
WESTBROOK, ME 04098

WEARE PETER & LINDA S JTS  
45 HASKELL RD  
WINDHAM, ME 04062

WEAVER ADAM L  
151 CONGRESS ST # 4  
PORTLAND, ME 04101

WERRELL MICHAEL J & LEDA K  
WERRELL JTS  
2601 OLD QUARRY RD  
MISSOULA, MT 59808

WHALEY RICHARD A & RUTH L JTS  
195 CONGRESS ST  
PORTLAND, ME 04101

WHISTON DAVID P & SANDRA C  
WHISTON JTS  
135 SHERIDAN ST # 401  
PORTLAND, ME 04101

WHITE MARK A  
45 NORTH ST  
PORTLAND, ME 04101

WHITEHOUSE JOHN T & JULIE  
FELERSKI JTS  
18 NORTH ST  
PORTLAND, ME 04101

WILFERT GREGORY F & FRANCINE  
O'DONNELL-WILFERT JTS  
92 ST LAWRENCE ST  
PORTLAND, ME 04101

WILLS JEROME  
8 PONCE ST  
PORTLAND, ME 04101

WILSON KEVIN R & SUSAN WILSON JTS  
22 FOREST LN  
CUMBERLAND, ME 04021

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62 CUMBERLAND AVE

12:22 PM

WINSKOV INC  
304 BLACKSTRAP RD  
FALMOUTH, ME 04105

YANDELL SUSAN A  
51 MONUMENT ST  
PORTLAND, ME 04101

YOUNG T RANDOLPH & CAROLYN  
BESHARA YOUNG JTS  
135 SHERIDAN ST # 201  
PORTLAND, ME 04101



DeLUCA-HOFFMAN ASSOCIATES, INC.  
CONSULTING ENGINEERS

778 MAIN STREET  
SUITE 8  
SOUTH PORTLAND, MAINE 04106  
TEL. 207 775 1121  
FAX 207 879 0896

- SITE PLANNING AND DESIGN
- ROADWAY DESIGN
- ENVIRONMENTAL ENGINEERING
- PERMITTING
- AIRPORT ENGINEERING
- CONSTRUCTION ADMINISTRATION
- LANDSCAPE ARCHITECTURE

May 24, 2010

Ms. Shukria Wiar  
Planner  
City of Portland  
389 Congress Street  
Portland, ME 04101

**Subject: 54 City Line Drive – Transport Leasing Change of Use  
Sidewalk Waiver Request**

Dear Ms. Wiar:

We have reviewed the Sec.14 –506 ordinance provisions related to a request for a sidewalk waiver and we offer the following evidence in support of the applicant's request for a waiver.

#### Criteria

1. The cost to construct the curbing, including any applicable street opening fees, is in excess of 5% of the overall project costs.

Supporting Evidence: If the sidewalk were to be installed to the City's street construction standards then a granite curb would need to be installed and the costs for the curbing are estimated to be approximately \$7,500.00. In addition, curb installation would require the installation of a new catch basin and pipe for drainage which would cost at least \$5,500.00. The overall budget for the site work improvements by the applicant are less than \$50,000 and the overall costs are approximately \$225,000, thus the installation of the curbing for a sidewalk would be in excess of 5% of the overall project site work costs.

2. A safe alternative-walking route is reasonably available, for example, by way of a sidewalk on the other side of the street.

Supporting Evidence: The existing pavement width of City Line Drive is approximately 42 feet thus there is ample paved shoulder along each side of the road for pedestrians. If necessary the applicant is willing to provide additional pavement markings along the road edge to designate the paved shoulder as a pedestrian route.

3. The street has been constructed or reconstructed without sidewalks within the last 24 months.

Supporting Evidence: As shown on the accompanying photos, the applicant recently



**DeLUCA-HOFFMAN ASSOCIATES, INC.**  
**CONSULTING ENGINEERS**

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Ms. Shukria Wiar  
May 24, 2010  
Page 2

completed repaving of a portion of City Line Drive in front of the development site. This work was completed in the summer of 2009. The work did not include sidewalk or curbing construction. We note that City Line Drive remains a private way that is fully maintained by the applicant at this time.

Based on this supporting evidence it is our opinion that the applicant has adequately satisfied two or more of the ten waiver criteria and thus they respectfully request the City's consideration to waive the installation of curb and sidewalk along the privately maintained City Line Drive.

As we have stated, the applicant is very anxious to receive a building permit to allow them to proceed with the building work as they are up against time issues for the Church tenant. Any ability of the City to allow the building permit to be issued in advance of the TMP is appreciated. We understand that Mark Sanborn will be providing a completed Performance Guarantee form to your office under separate cover. Please contact this office with any staff questions and concerns.

Sincerely,

DeLUCA-HOFFMAN ASSOCIATES, INC.



Stephen R. Bushey, PE  
Senior Engineer

SRB/smk/plw/JN2885.03/Wiar-5-24-10

Enclosures

c: Mark Sanborn, Transport Leasing Corp.



DeLUCA-HOFFMAN ASSOCIATES, INC.  
CONSULTING ENGINEERS

778 MAIN STREET  
SUITE 8  
SOUTH PORTLAND, MAINE 04106  
TEL. 207 775 1121  
FAX 207 879 0896

- SITE PLANNING AND DESIGN
- ROADWAY DESIGN
- ENVIRONMENTAL ENGINEERING
- PERMITTING
- AIRPORT ENGINEERING
- CONSTRUCTION ADMINISTRATION

April 13, 2010

Ms. Barbara Barhydt  
Portland Planning Authority  
City of Portland  
389 Congress Street  
Portland, ME 04101

**RECEIVED**

**Subject: Minor Site Plan Application  
Transport Leasing Corp.  
Change of Use at 54 City Line Drive**

**APR 13 2010**

City of Portland  
Planning Division

Dear Barbara:

On behalf of Transport Leasing Corp., DeLuca Hoffman Associates, Inc. is pleased to submit the accompanying submission package associated with their proposal for a change of use on their property at 54 City Line Drive. The project site contains a single story structure of approximately 20,720 SF that was formerly used by DHL Express for its air cargo package express service. DHL has not occupied the building for several years and the owner is now seeking a change of use to allow approximately 6,000 SF of the building to be leased to the East Point Christian Church for their Sanctuary. Another 9,920 SF of the building will also be leased by the East Point Christian Church and this area will be used for the entrance foyer, conference rooms, storage, offices and restroom facilities. Most of the area within the 9,920 SF space will retain its previous functions/uses (i.e. offices, conference room, storage and restroom facilities). As evidenced by the accompanying floor plans by William Whited, the total area we have considered as a change of use is approximately 8,536 SF out of the total 15,920 SF that the East Point Christian Church will be leasing. The remaining 4,800 SF of building will remain for lease as industrial space for warehousing and storage. Based on this area we are hopeful the change of use may be reviewed as a minor development activity.

The development site is identified as Lot 002 on City of Portland Assessors Map 214A. The site is 1.95 acres in size according to the Amended Subdivision Plan prepared by William Whited and recorded in the CCRD Plan Book 199, Page 530. The site is located in the B4 Commercial corridor according to the City's Zoning Map. Based on the zoning requirements in the B4 District, it appears that the proposed lot is in conformance with all zoning dimensional requirements. Places of Assembly are also a permitted use within the B4 zoning district.

The applicant has proposed some minor modifications to the front yard area of the site as they provide for parking and an access route into the building. The existing building currently contains numerous overhead loading doors along the building front and most of these doors will be closed in as part of interior renovations to be made for the Church use. The applicant is also intending to provide parking for the Church by using existing parking spaces on their adjacent



Ms. Barbara Barhydt  
April 13, 2010  
Page 2

property at 70 City Line Drive. A total of 97 parking spaces will be provided for the Church on the combined lot areas of #54 and #70 City Line Drive. According to the City's Code, the parking requirement for Places of Assembly is 1 space per 125 SF of assembly. We have computed a requirement for 62 spaces based on the assembly area of about 7,729 SF. The breakdown of this assembly area is as follows:

- Sanctuary Area = 4,403 SF
- Platform Area = 720 SF
- Sound Booth = 70 SF
- Entrance Foyer = 2,536 SF

An additional 5 spaces will also be allocated for the remaining 4,800 SF of industrial space to remain in the building. Based on the available parking we find that the code requirements for Places of Assembly and the industrial uses are met. We note that parking demand for the Church use will primarily peak on the weekends and in particular, Sundays, when other parking demand in the area will be at its lowest, thus ample parking is expected to be available across the site and on adjacent properties, all owned by Transport Leasing Corp.

The proposed parking lot will continue to use the existing curb cut off City Line Drive. Additional site access will be available from a paved connection to the adjacent property at #70 City Line Drive. The applicant is also reserving a right of way through the site for a future connection to their property at 68 Johnson Road.

The proposed parking lot has been designed to meet the City of Portland Technical Standards for parking lot geometry, however there will be some parking spaces that will be 9' wide x 18' long and the drive aisle behind the building will be 16' wide for the angled parking (one-way circulation direction) or 20' wide for two-way direction movement. The parking spaces at the rear of each of the properties basically reflect current site conditions that were previously approved by the City. New directional signage will be provided in the lot to direct users to the proposed building and parking entrances and exiting circulation routes.

The applicant has retained William Whited, P.E. to prepare interior renovation plans for the building. Generally, the building utilities will remain unchanged. The building is currently served by public water and sewer and has an overhead power and communication service.

The proposed development activity will result in less than 1 acre of disturbed area and less than 1 acre of new impervious surface on the site; therefore, the site development is not subject to a Maine Department of Environmental Protection Stormwater Permit, nor does the activity qualify for coverage under the Maine Construction General Permit (MCGP). The construction of the new parking and access sidewalk at the front of the building will result in a net decrease of 1,540 SF of pavement for the lot.

The existing site lighting coverage is through building mounted lights that will remain. The accompanying photographs depict many of the existing wall-pack light locations. No further site



Ms. Barbara Barhydt  
April 13, 2010  
Page 3

lighting is proposed. Trash collection for the Place of Assembly use will be contained within waste receptacles in the building that will be routinely emptied by the Church's cleaning staff.

The Applicant proposes to install some minor landscaping at the front entrance to the Church space including grass and a few shrubs. There is an existing landscaped island along City Line Drive as depicted on the photographs accompanying this application.

The Applicant is seeking a Minor Site Plan approval from the Planning Authority for a change of use from industrial to a place of assembly.

The project will generate fewer than 50 peak hour trip ends during the weekday or Saturday periods; therefore, no additional traffic permitting is necessary.

The following statements are provided in accordance with Section 14-525 (c):

- (1) The proposed use will be for a Place of Assembly associated with the East Point Christian Church within 15,920 SF of the building. The remaining 4,800 SF of building space will continue as industrial/warehouse space.
- (2) The project parcel is 85,153 SF in size (1.95 acre). The existing impervious surfaces occupy approximately 73% of the site.
- (3) No easements or burdens currently exist on the project site. The site plan depicts a reserved right-of-way for access from the adjacent property at 68 Johnson Road since it is the applicant's intention to allow cross access to that lot in the future if necessary. The applicant also owns the 68 Johnson Road property.
- (4) The project will generate a small amount of construction demolition debris that will be disposed of at the Riverside Street disposal facility. The estimated demolition debris volume is less than 1,000 CY associated with the interior building renovations.
- (5) The existing building is currently served by public water and sewer services. Letters requesting capacity availability have been issued to the Portland Public Services Department and the Portland Water District. Copies of their responses will be provided to the Planning Authority upon their receipt.
- (6) The project will maintain the existing drainage patterns that currently exist on site. The front part of the site including the front half of the building drains towards City Line Drive and the closed drainage system within the street. The back of the site drains to an existing drainage system along the rear property boundary. This system ties into the Brooklawn Cemetery system that ultimately drains to the Stroudwater River. Due to the removal of approximately 1,540 SF of impervious area, we have concluded that there will be no significant impact to the site's drainage conditions and no further analysis of the site's stormwater runoff conditions has been performed for this submission.

Ms. Barbara Barhydt  
April 13, 2010  
Page 4

- (7) The project includes interior building demolition and renovations, earthwork to construct the entrance walk and parking at the front of the building and minor pavement striping to mark off parking spaces etc. The work is scheduled to occur beginning in June, 2010 and be completed by mid summer.
- (8) The project is subject to a Minor Site Plan review by the Portland Planning Authority. A building permit is also required for the interior renovations. William Whited will be submitting the Building Permit application concurrently with this Minor Site Plan application.
- (9) A letter from the applicant's financial institution will be provided under separate cover.
- (10) A copy of the Amended Subdivision plan recorded in the CCRD accompanies this application in support of the applicant's ownership of the property.
- (11) The site contains no unusual natural areas, wildlife or fisheries habitats or archaeological sites.
- (12) DeLuca-Hoffman Associates, Inc. can provide CADD.DXF files to the City upon final approval of the plan.
- (13) The proposed project will generate only a modest amount of recyclable materials. The existing pavement will be removed and disposed of at a recycling facility.

We trust these statements and the supporting application plans and materials satisfy the City's requirements and we look forward to Planning Authority review and approval of the project. Please contact this office with any staff questions and concerns.

Sincerely,

DeLUCA-HOFFMAN ASSOCIATES, INC.



Stephen R. Bushey, P.E., C.P.E.S.C.  
Senior Engineer

SRB/smk/JN2885.03/Barhydt-4-13-10

Enclosures: Minor Site Plans (Full size and 11x17)  
Required Fees (\$400 Minor Site Plan)  
U.S.G.S. Map  
Tax Map 214A  
Minor Site Plan Application  
Minor Site Plan Checklist



**Development Review Application**  
**PORTLAND, MAINE**  
 Department of Planning and Urban Development,  
 Planning Division and Planning Board

**PROJECT NAME:** Change of Use - Place of Assembly

**PROPOSED DEVELOPMENT ADDRESS:**

#54 City Line Drive, Portland, Maine

**PROJECT DESCRIPTION:**

The Applicant proposes a change of use from industrial/warehouse to a place of assembly for approximately 15,920 s.f. of a 20,720 s.f. building.

**CHART/BLOCK/LOT:** 214A / A / 002

**CONTACT INFORMATION:**

**APPLICANT**

**Name:** Transport Leasing Corp.  
**Address:** 35 Bradley Drive  
Westbrook, ME  
**Zip Code:** 04092  
**Work #:** 207-856-6045  
**Cell #:** \_\_\_\_\_  
**Fax #:** \_\_\_\_\_  
**Home:** \_\_\_\_\_  
**E-mail:** \_\_\_\_\_

**PROPERTY OWNER**

**Name:** Lot 002 - Same as Applicant  
**Address:** \_\_\_\_\_  
 \_\_\_\_\_  
**Zip Code:** \_\_\_\_\_  
**Work #:** \_\_\_\_\_  
**Cell #:** \_\_\_\_\_  
**Fax #:** \_\_\_\_\_  
**Home:** \_\_\_\_\_  
**E-mail:** \_\_\_\_\_

**BILLING ADDRESS**

**Name:** Same as Applicant  
**Address:** \_\_\_\_\_  
 \_\_\_\_\_  
**Zip:** \_\_\_\_\_  
**Work #:** \_\_\_\_\_  
**Cell #:** \_\_\_\_\_  
**Fax #:** \_\_\_\_\_  
**Home:** \_\_\_\_\_  
**E-mail:** \_\_\_\_\_

**RECEIVED**

**APR 13 2010**

**City of Portland  
 Planning Division**

~As applicable, please include additional contact information on the next page~



**AGENT/REPRESENTATIVE**

**Name:** DeLuca-Hoffman Associates, Inc.  
**Address:** Attn: Steve Bushey, P.E.  
778 Main Street, South Portland, ME  
**Zip Code:** 04106  
**Work #:** 207-775-1121  
**Cell #:** \_\_\_\_\_  
**Fax #:** 207-879-0896  
**Home:** \_\_\_\_\_  
**E-mail:** sbushey@delucahoffman.com

**ENGINEER**

**Name:** DeLuca-Hoffman Associates, Inc.  
**Address:** Attn: Steve Bushey, P.E.  
778 Main Street, South Portland, ME  
**Zip Code:** 04106  
**Work #:** 207-775-1121  
**Cell #:** \_\_\_\_\_  
**Fax #:** 207-879-0896  
**Home:** \_\_\_\_\_  
**E-mail:** sbushey@delucahoffman.com

**ARCHITECT**

**Name:** William Whited, P.E.  
**Address:** 1321 Washington Ave.  
Portland, ME  
**Zip Code:** 04103  
**Work #:** 207-878-4530  
**Cell #:** \_\_\_\_\_  
**Fax #:** 207-878-4533  
**Home:** \_\_\_\_\_  
**E-mail:** wwhited2@maine.rr.com

**CONSULTANT**

**Name:** N/A  
**Address:** \_\_\_\_\_  
\_\_\_\_\_  
**Zip Code:** \_\_\_\_\_  
**Work #:** \_\_\_\_\_  
**Cell #:** \_\_\_\_\_  
**Fax #:** \_\_\_\_\_  
**Home:** \_\_\_\_\_  
**E-mail:** \_\_\_\_\_

**SURVEYOR**

**Name:** N/A  
**Address:** \_\_\_\_\_  
\_\_\_\_\_  
**Zip Code:** \_\_\_\_\_  
**Work #:** \_\_\_\_\_  
**Cell #:** \_\_\_\_\_  
**Fax #:** \_\_\_\_\_  
**Home:** \_\_\_\_\_  
**E-mail:** \_\_\_\_\_

**ATTORNEY**

**Name:** N/A  
**Address:** \_\_\_\_\_  
\_\_\_\_\_  
**Zip Code:** \_\_\_\_\_  
**Work #:** \_\_\_\_\_  
**Cell #:** \_\_\_\_\_  
**Fax #:** \_\_\_\_\_  
**Home:** \_\_\_\_\_  
**E-mail:** \_\_\_\_\_

# PROJECT DATA

The following information is required where applicable, in order complete the application

Total Site Area Lot 002, 85,153 sq. ft.  
 Proposed Total Disturbed Area of the Site < 5,000 sq. ft.  
**(If the proposed disturbance is greater than one acre, then the applicant shall apply for a Maine Construction General Permit (MCGP) with DEP and a Stormwater Management Permit, Chapter 500, with the City of Portland)**

**IMPERVIOUS SURFACE AREA**

Proposed Total Paved Area 41,441 sq. ft.  
 Existing Total Impervious Area 63,701 sq. ft.  
 Proposed Total Impervious Area 62,161 sq. ft.  
 Proposed Impervious Net Change -1,540 sq. ft.

**BUILDING AREA**

Existing Building Footprint 20,720 sq. ft.  
 Proposed Building Footprint ---- sq. ft.  
 Proposed Building Footprint Net change 0 sq. ft.  
 Existing Total Building Floor Area 20,720 sq. ft.  
 Proposed Total Building Floor Area ---- sq. ft.  
 Proposed Building Floor Area Net Change 0 sq. ft.  
 New Building No (yes or no)

**ZONING**

Existing B4  
 Proposed, if applicable ----

**LAND USE**

Existing Industrial/Warehouse  
 Proposed Place of assembly/warehouse

**RESIDENTIAL, IF APPLICABLE**

Proposed Number of Affordable Housing Units N/A  
 Proposed Number of Residential Units to be Demolished \_\_\_\_\_  
 Existing Number of Residential Units \_\_\_\_\_  
 Proposed Number of Residential Units \_\_\_\_\_  
 Subdivision, Proposed Number of Lots \_\_\_\_\_

**PARKING SPACES**

Existing Number of Parking Spaces 53  
 Proposed Number of Parking Spaces 78  
 Number of Handicapped Parking Spaces 4  
 Proposed Total Parking Spaces 78 onsite - 24 offsite = 102 total

**BICYCLE PARKING SPACES**

Existing Number of Bicycle Parking Spaces ----  
 Proposed Number of Bicycle Parking Spaces 2  
 Total Bicycle Parking Spaces 2

**ESTIMATED COST OF PROJECT**

\$200,000

**Please answer the following with a Yes/No response on all that apply to the proposed development**

Institutional	<u>N</u>	Change of Use	<u>N</u>
Parking Lot	<u>Y</u>	Design Review	<u>N</u>
Manufacturing	<u>N</u>	Flood Plain Review	<u>N</u>
Office	<u>N</u>	Historic Preservation	<u>N</u>
Residential	<u>N</u>	Housing Replacement	<u>N</u>
Retail/Business	<u>N</u>	14-403 Street Review	<u>N</u>
Warehouse	<u>Y</u>	Shoreland	<u>N</u>
Single Family Dwelling	<u>N</u>	Site Location	<u>N</u>
2 Family Dwelling	<u>N</u>	Stormwater Quality	<u>N</u>
Multi-Family Dwelling	<u>N</u>	Traffic Movement	<u>N</u>
B-3 Ped Activity Review	<u>N</u>	Zoning Variance	<u>N</u> (or date)
Change of Use	<u>Y</u>	Historic Dist./Landmark	<u>N</u>
		Off Site Parking	<u>Y</u>

**APPLICATION FEE:**

Check all reviews that apply. Payment may be made in cash or check to the City of Portland.

<p><b>Major Development (more than 10,000 sq. ft.)</b></p> <p><input type="checkbox"/> Under 50,000 sq. ft. (\$500.00)</p> <p><input type="checkbox"/> 50,000 - 100,000 sq. ft. (\$1,000.00)</p> <p><input type="checkbox"/> Parking Lots over 100 spaces (\$1,000.00)</p> <p><input type="checkbox"/> 100,000 - 200,000 sq. ft. (\$2,000.00)</p> <p><input type="checkbox"/> 200,000 - 300,000 sq. ft. (\$3,000.00)</p> <p><input type="checkbox"/> Over 300,000 sq. ft. (\$5,000.00)</p> <p><input type="checkbox"/> After-the-fact Review (\$1,000.00 plus applicable application fee)</p>	<p><b>Plan Amendments</b></p> <p><input type="checkbox"/> Planning Staff Review (\$250.00)</p> <p><input type="checkbox"/> Planning Board Review (\$500.00)</p> <p><b>Subdivision</b></p> <p><input type="checkbox"/> Subdivision (\$500.00) + amount of lots _____ (\$25.00 per lot) \$ _____ + (applicable Major site plan fee)</p>
<p><b>Minor Site Plan Review</b></p> <p><input checked="" type="checkbox"/> Less than 10,000 sq. ft. (\$400.00)</p> <p><input type="checkbox"/> After-the-fact Review (\$1,000.00 plus applicable application fee)</p>	<p><b>Other Reviews</b></p> <p><input type="checkbox"/> Site Location of Development (\$3,000.00) (except for residential projects which shall be \$200.00 per lot _____)</p> <p><input type="checkbox"/> Traffic Movement (\$1,000.00)</p> <p><input type="checkbox"/> Storm water Quality (\$250.00)</p> <p><input type="checkbox"/> Section 14-403 Review (\$400.00 + \$25.00 per lot)</p> <p><input type="checkbox"/> Other _____</p>

**DEVELOPMENT REVIEW APPLICATION SUBMISSION**

Submissions shall include seven (7) packets with folded plans containing the following materials:

1. Seven (7) full size site plans that must be folded.
2. Application form that is completed and signed.
3. Cover letter stating the nature of the project.
4. All Written Submittals (Sec. 14-525 2. (c), including evidence of right, title and interest.
5. A stamped standard boundary survey prepared by a registered land surveyor at a scale not less than one inch to 100 feet.
6. Plans and maps based upon the boundary survey and containing the information found in the attached sample plan checklist.
7. Copy of the checklist completed for the proposal listing the material contained in the submitted application.
8. One (1) set of plans reduced to 11 x 17.

Refer to the application checklist (page 9) for a detailed list of submittal requirements.

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: [www.portlandmaine.gov](http://www.portlandmaine.gov) 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.

<p>Signature of Applicant:</p> <p><i>Steph Sudy agent</i></p>	<p>Date:</p> <p><i>4/13/10</i></p>
---	------------------------------------



# Site Plan Checklist

Portland, Maine

Department of Planning and Urban Development, Planning Division and Planning Board

Change of Use - Place of Assembly, 54 City Line Drive, Portland, Maine

**Project Name, Address of Project**

**Application Number**

(The form is to be completed by the Applicant or Designated Representative)

Check Submitted	Required Information	Section 14-525 (b,c)
<b>Applicant</b>	<b>Staff</b>	
X	_____	
X	_____	1
X	_____	a
X	_____	b
X	_____	c
X	_____	d
X	_____	e
X	_____	2
N/A	_____	a
N/A	_____	b
X	_____	c
X	_____	d
N/A	_____	e
X	_____	e
X	_____	c
X	_____	c
X	_____	f
X	_____	f
X	_____	g
X	_____	g
X	_____	g
X	_____	g
X	_____	g
N/A	_____	g
_____	_____	h
_____	_____	h
_____	_____	h
_____	_____	h
_____	_____	h
_____	_____	h
_____	_____	h
_____	_____	h
N/A	_____	i
X	_____	j
X	_____	k
X	_____	c
N/A	_____	cl
X	_____	cl
X	_____	c2
X	_____	c2
X	_____	c3
X	_____	c4
X	_____	c5
X	_____	c6

<u>X</u>	_____	* An estimate of the time period required for completion of the development	7
<u>X</u>	_____	* A list of all state and federal regulatory approvals to which the development may be subject to, the status of any pending applications, anticipated timeframe for obtaining such permits, or letters of non-jurisdiction.	8
<u>X</u>	_____	* Evidence of financial and technical capability to undertake and complete the development including a letter from a responsible financial institution stating that it has reviewed the planned development and would seriously consider financing it when approved.	
<u>X</u>	_____	* Evidence of applicant's right title or interest, including deeds, leases, purchase options or other documentation.	
<u>N/A</u>	_____	* A description of any unusual natural areas, wildlife and fisheries habitats, or archaeological sites located on or near the site.	
<u>X</u>	_____	A jpeg or pdf of the proposed site plan, if available.	
<u>X</u>	_____	Final sets of the approved plans shall be submitted digitally to the Planning Division, on a CD or DVD, in AutoCAD format (*.dwg), release AutoCAD 2005 or greater.	

Note: Depending on the size and scope of the proposed development, the Planning Board or Planning Authority may request additional information, including (but not limited to):

- drainage patterns and facilities
- erosion and sedimentation controls to be used during construction
- a parking and/or traffic study
- a wind impact analysis
- an environmental impact study
- a sun shadow study
- a study of particulates and any other noxious emissions
- a noise study



**DeLUCA-HOFFMAN ASSOCIATES, INC.**  
CONSULTING ENGINEERS  
778 MAIN STREET, SUITE 8  
SOUTH PORTLAND, MAINE 04106  
TEL. 207-775-1121  
FAX: 207-879-0896  
E-MAIL: [dhai@delucahoffman.com](mailto:dhai@delucahoffman.com)

**TRANSPORT LEASING CORP.**  
**54 City Line Drive – Portland, Maine**





Call us toll-free @  
1-877-587-9004

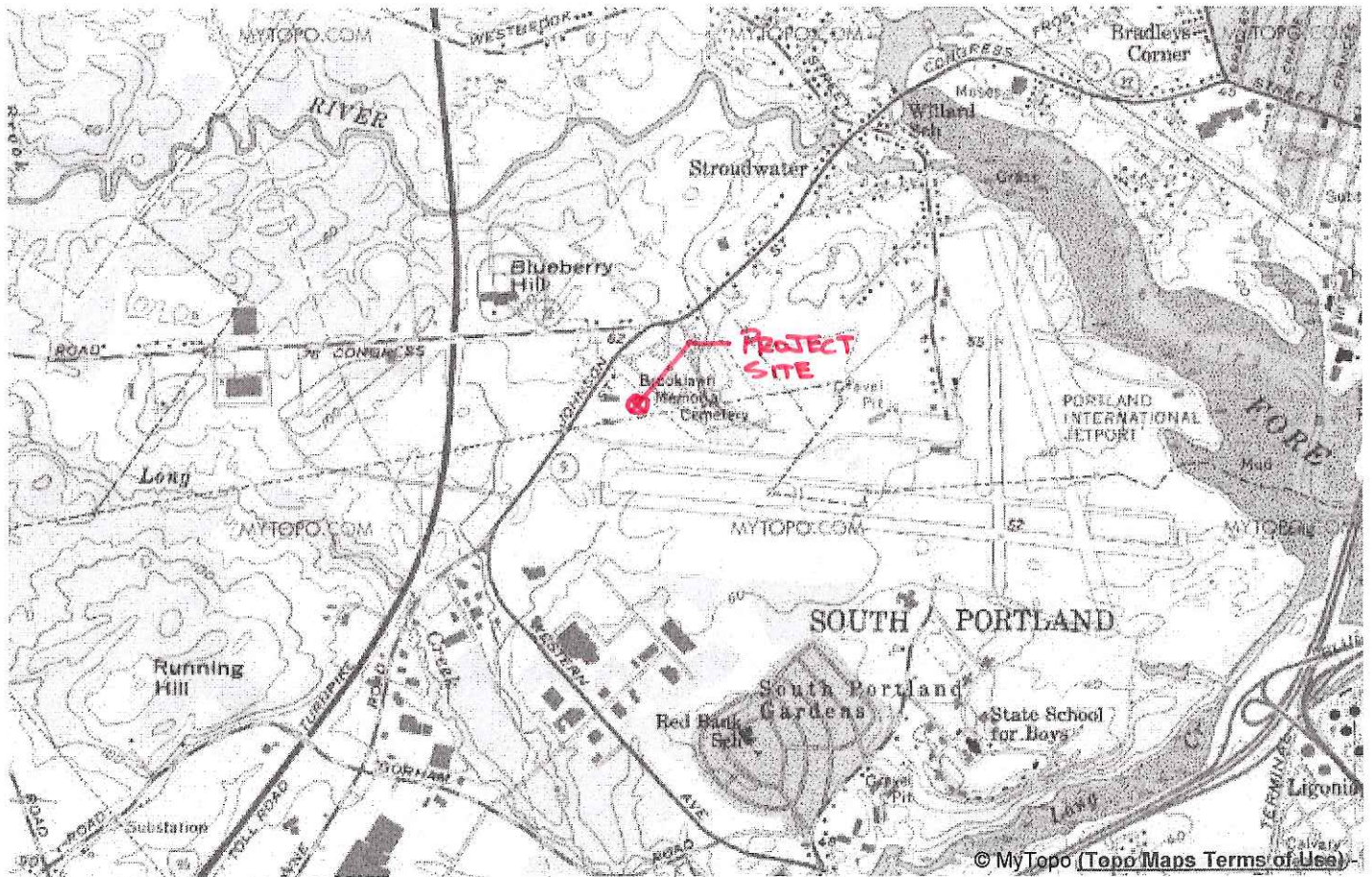
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City of Portland  
 Development Review Application  
 Planning Division Transmittal form

TMP  
 \_\_\_\_\_

**Application Number:** 10-79900006      **Application Date:** 4/13/10

**Project Name:** CHANGE OF USE

**Address:** 74 Johnson Rd      **CBL:** 214A- A-002-001

**Project Description:** City Line Drive - 54; Change Of Use; Transport Leasing Corp.

**Zoning:** B4

**Other Reviews Required:**

**Review Type:** MINOR SITE PLAN

**Applicant:**  
 TRANSPORT LEASING CORP.  
 35 Bradley Drive  
 Westbrook Me 04092

**Agent:**  
 DeLuca-Hoffman Associates, Inc  
 778 Main Street  
 Attn: Steve Bushey, P.E.  
 South Portland Me 04106

**Distribution List:**

<input checked="" type="checkbox"/> Planner	Shukria Wiar	<input type="checkbox"/> Parking	John Peverada
<input checked="" type="checkbox"/> Zoning Administrator	Marge Schmuckal	<input type="checkbox"/> Design Review	Alex Jaegerman
<input checked="" type="checkbox"/> Traffic	Tom Errico	<input type="checkbox"/> Corporation Counsel	Danielle West-Chuhta
<input checked="" type="checkbox"/> Stormwater	Dan Goyette	<input type="checkbox"/> Sanitary Sewer	John Emerson
<input checked="" type="checkbox"/> Fire Department	Keith Gautreau	<input type="checkbox"/> Inspections	Tammy Munson
<input checked="" type="checkbox"/> City Arborist	Jeff Tarling	<input type="checkbox"/> Historic Preservation	Deb Andrews
<input checked="" type="checkbox"/> Engineering	David Margolis-Pineo	<input type="checkbox"/> Outside Agency	
		<input type="checkbox"/> DRC Coordinator	Phil DiPierro

**Preliminary Comments needed by:**  
**Final Comments needed by: 05/05/2010**



# Site Plan Checklist

## Portland, Maine

Department of Planning and Urban Development, Planning Division and Planning Board

need - appl. c #  
- financial  
- existing floor plans  
waste water capacity

54 City Line Dr.

**Project Name, Address of Project**  
(The form is to be completed by the Applicant or Designated Representative)

**Application Number**

**Check Submitted**                      **Required Information**                      **Section 14-525 (b,c)**

**Applicant**      **Staff**

		Standard boundary survey (stamped by a registered surveyor, at a scale of not less than 1 inch to 100 feet and including:	1
✓		Name and address of applicant and name of proposed development	a
		* Scale and north points	b
		* Boundaries of the site	c
		* Total land area of site	d
		* Topography - existing and proposed (2 feet intervals or less)	e
		Plans based on the boundary survey including:	2
		* Existing soil conditions	a
		* Location of water courses, wetlands, marshes, rock outcroppings and wooded areas	b
		* Location, ground floor area and grade elevations of building and other structures existing and proposed, elevation drawings of exterior facades, and materials to be used	c
		* Approx location of buildings or other structures on parcels abutting the site and a zoning summary of applicable dimensional standards (example page 11 of packet)	d
		* Location of on-site waste receptacles	e
		* Public utilities	c
		* Water and sewer mains	e
		* Culverts, drains, existing and proposed, showing size and directions of flows	f
		* Location and dimensions, and ownership of easements, public or private rights-of-way, both existing and proposed	g
		* Location and dimensions of on-site pedestrian and vehicular access ways	g
		* Parking areas	g
		* Loading facilities	g
		* Design of ingress and egress of vehicles to and from the site onto public streets	g
		* Curb and sidewalks	h
		Landscape plan showing:	h
		* Location of existing vegetation and proposed vegetation	h
		* Type of vegetation	h
		* Quantity of plantings	h
		* Size of proposed landscaping	h
		* Existing areas to be preserved	h
		* Preservation measures to be employed	h
		* Details of planting and preservation specifications	h
		* Location and dimensions of all fencing and screening	i
		Location and intensity of outdoor lighting system	j
		Location of fire hydrants, existing and proposed (refer to Fire Department checklist - page 11)	k
		Written statements to include:	c
		* Description of proposed uses to be located on site	cl
		* Quantity and type of residential, if any	cl
		* Total land area of the site	c2
		* Total floor area, total disturbed area and ground coverage of each proposed Building and structure	c2
		* General summary of existing and proposed easements or other burdens	c3
		* Type, quantity and method of handling solid waste disposal	c4
		* Applicant's evaluation or evidence of availability of off-site public facilities, including sewer, water and streets (refer to the wastewater capacity application - page 12)	c5
		* Description of existing surface drainage and a proposed stormwater management plan or description of measures to control surface runoff.	c6

says NA - check area to landscape

7/11/77  
7/77  
Pending



\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*financial capability*

*Sub-d- need title*

- \* An estimate of the time period required for completion of the development 7
  - \* A list of all state and federal regulatory approvals to which the development may be subject to. 8  
the status of any pending applications, anticipated timeframe for obtaining such permits, or letters of non-jurisdiction.
  - \* Evidence of financial and technical capability to undertake and complete the development including a letter from a responsible financial institution stating that it has reviewed the planned development and would seriously consider financing it when approved.
  - \* Evidence of applicant's right title or interest, including deeds, leases, purchase options or other documentation.
  - \* A description of any unusual natural areas, wildlife and fisheries habitats, or archaeological sites located on or near the site.
- A jpeg or pdf of the proposed site plan, if available.  
Final sets of the approved plans shall be submitted digitally to the Planning Division, on a CD or DVD, in AutoCAD format (\*.dwg), release AutoCAD 2005 or greater.

Note: Depending on the size and scope of the proposed development, the Planning Board or Planning Authority may request additional information, including (but not limited to):

- drainage patterns and facilities
- erosion and sedimentation controls to be used during construction
- a parking and/or traffic study
- emissions
- a wind impact analysis
- an environmental impact study
- a sun shadow study
- a study of particulates and any other noxious
- a noise study



A division of **People's United Bank**

467 Congress Street  
Portland, ME 04104  
(207) 828-3011

April 27, 2010

City of Portland  
Planning Division  
389 Congress Street, 4<sup>th</sup> Floor  
Portland, ME 04101

**Re: Transport Leasing Corp.**

Dear Sirs:

Maine Bank & Trust has been working with Transport Leasing Corp. ("TLC"), who is seeking Planning Board approval to renovate a ±20,000 square foot building located in the Jetport Business Park on Johnson Road in Portland, Maine, pursuant to the requirements of potential new tenant(s) that will occupy the building. Our understanding is that the estimated cost of this project is approximately \$500,000. We are sufficiently familiar with the principals of TLC and based on our knowledge of their financial and development capabilities, TLC possesses the qualifications necessary to obtain financing and to successfully carry out a project of this magnitude.

Please be advised the foregoing should not be construed as an agreement or commitment by the Bank to provide financing for this project at this time. However, we are presently considering a request from Transport Leasing Corp., with any approval of such financing being subject to our underwriting and approval policies and procedures.

If I may be of any further assistance, please contact me at (207) 828-3023. Thank you.

Sincerely,

Timothy J McMachen  
Vice President  
Commercial Real Estate

BOOK 711 PAGE 250

KNOW ALL MEN BY THESE PRESENTS,

11991

550  
V THAT TRANSPORT SALES, INC., a corporation organized and existing under the laws of the State of Maine of Portland and located at <sup>530</sup>440 Forest Avenue in the County of Cumberland and State of Maine in consideration of One Dollar (\$1.00) and other valuable considerations paid by TRANSPORT LEASING CORP., a Maine corporation with a place of business in Portland, County of Cumberland and State of Maine and whose mailing address is 550 Forest Avenue, Portland, Maine 04101, the receipt whereof it does hereby acknowledge, does hereby remise, release, bargain, sell and convey, and forever quit-claim unto the said TRANSPORT LEASING CORP., its successors and assigns forever:

A certain lot or parcel of land situated in Portland, together with any buildings thereon, in the County of Cumberland and State of Maine, lying easterly of the Johnson Road, so-called, and being Lot 4 as shown on Plan captioned "Plan of Land in Portland & South Portland, Maine, for Transport Leasing Corp." dated April 22, 1979, as revised and as recorded in Cumberland County Registry of Deeds in Plan Book 139, Page 69, containing 32,753 square feet, more or less.

Being a portion of the premises described in a deed from Sanborn's Motor Express, Inc., to Transport Leasing Corp. dated June 6, 1966, recorded in said Registry of Deeds in Book 2960, Page 848.

Also conveying a right of way and easement for ingress and egress by foot and vehicle, and for all utilities, in and over a Private Right of Way shown on said Plan by and between said Lot 4 and said Johnson Road, so-called.

By the acceptance of this deed, the Grantee herein covenants and agrees to pay its proportionate share of all maintenance and snow removal costs for the road located in and on said Private Right of Way.

Being the same premises described in a deed from Transport Leasing Corp. to Transport Sales, Inc., dated December 5, 1983, and recorded in said Registry of Deeds in Book 6348, Page 191.

TO HAVE AND TO HOLD the same together with all the



Transport Leasing Corp., its successors and assigns, to its own use and behoof forever.

AND the said Grantor Corporation does covenant with the said Transport Leasing Corp., its successors and assigns, that it will warrant and forever defend the premises to Transport Leasing Corp., the said Grantee, its successors and assigns forever, against the lawful claims and demands of all persons claiming by, through, or under it.

IN WITNESS WHEREOF, the said Transport Sales, Inc., has caused this instrument to be sealed with its corporate seal and signed in its corporate name by Chester F. Adams, its President thereunto duly authorized, this 25<sup>th</sup> day of MARCH in the year one thousand nine hundred and eighty-six.

SIGNED, SEALED AND DELIVERED  
In Presence Of

TRANSPORT SALES, INC.

Sharon A. Dulac

By: Chester F. Adams

Print: Chester F. Adams

Its: President

STATE OF MAINE  
CUMBERLAND, SS.

March 25, , 1986

Then personally appeared before me the above-named Chester F. Adams, Pres. of said Grantor Corporation as aforesaid, and acknowledged the foregoing instrument to be his free act and deed in his said capacity, and the free act and deed of the said Corporation.

Before me,

Alli Lee  
Notary Public

Print: Alli Lee

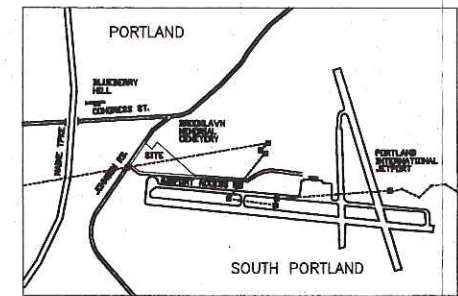
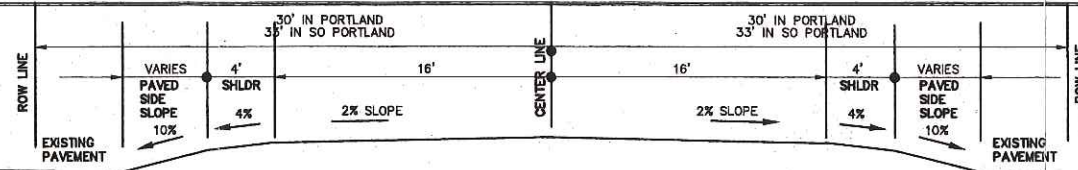
My Commission expires: 7.1.89

REAL

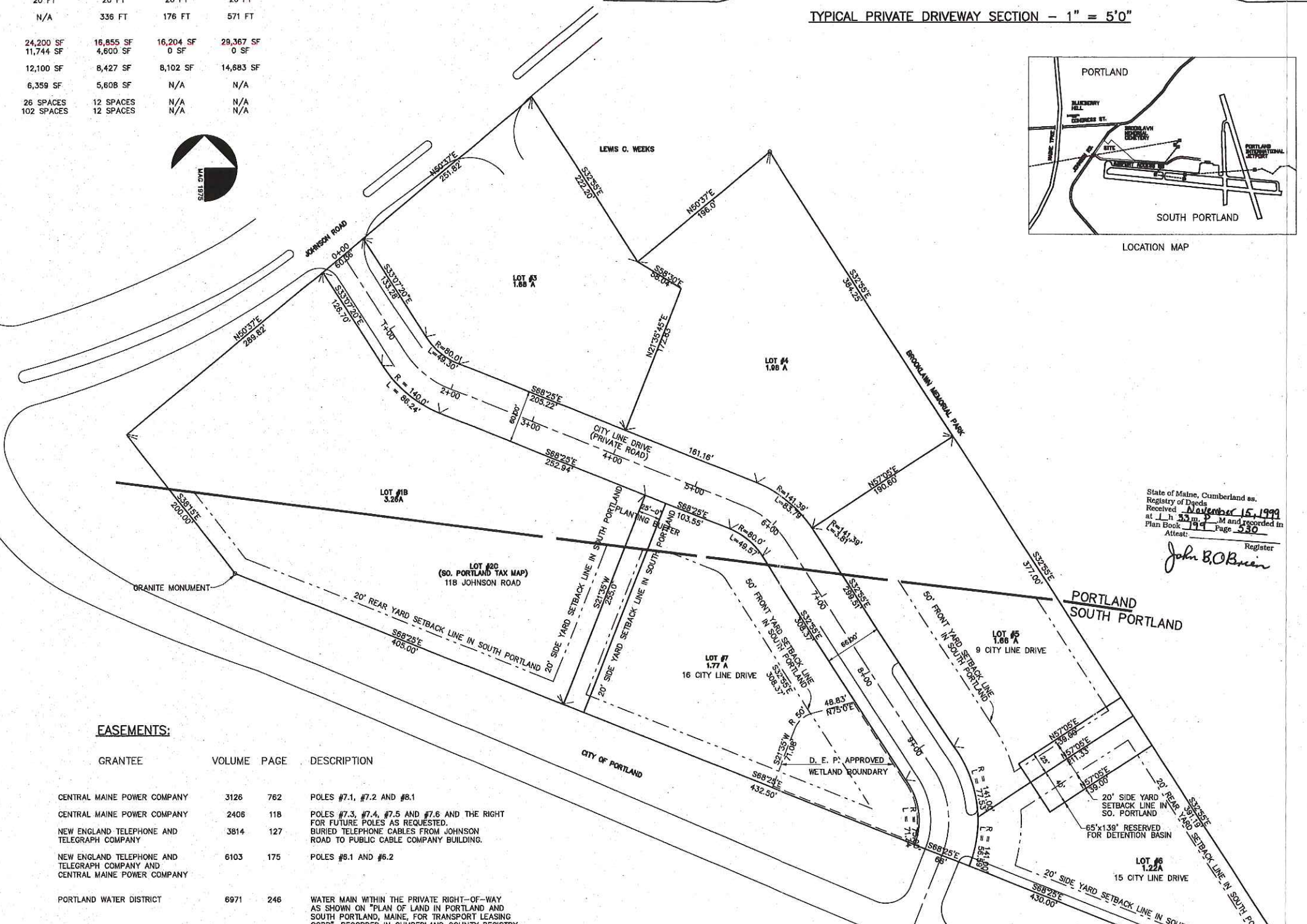


**SOUTH PORTLAND SPACE & BULK TABULATION**

LOT #	1B	5	6	7
LOT AREA	60,497 SF	42,136 SF	40,510 SF	73,419 SF
ZONE	CG	CG	CG	CG
YARD SETBACK - FRONT	N/A	50 FT	50 FT	50 FT
SIDES	20 FT	20 FT	20 FT	20 FT
REAR	20 FT	20 FT	20 FT	20 FT
FRONTAGE ON PRIVATE DRIVE	N/A	336 FT	176 FT	571 FT
LOT COVERAGE RATIOS				
MAXIMUM BUILDING AREA ALLOWED - 40%	24,200 SF	16,855 SF	16,204 SF	29,367 SF
EXISTING BUILDING AREA	11,744 SF	4,600 SF	0 SF	0 SF
MINIMUM LANDSCAPED AREA - 20%	12,100 SF	8,427 SF	8,102 SF	14,683 SF
EXISTING LANDSCAPED AREA	6,359 SF	5,608 SF	N/A	N/A
OFF STREET PARKING REQUIRED	26 SPACES	12 SPACES	N/A	N/A
PROVIDED	102 SPACES	12 SPACES	N/A	N/A



- NOTES**
- OWNER - TRANSPORT LEASING CORP.  
REAR 9 JOHNSON ROAD  
PORTLAND, MAINE 04102 773-3801
  - TOTAL AREA OF PREMISES IS 13.1 ACRES.
  - INFORMATION TAKEN FROM PLAN BY OWEN HASKELL, INC., SO. PORTLAND, ME. JOB NO. 7551P, DRAWING #2, REVISED 7-29-88; AND PLANS BY DAHLGREN CONSTRUCTION, INC., YARMOUTH, ME., DRAWING NO. S-1 AND A-1, BOTH REVISED 4-29-86; AND FROM EXISTING SITE CONDITIONS.
  - EXISTING SOIL - 0'-1' LOAMY TOPSOIL WITH MEDIUM STIFF BROWN CLAY TO BEDROCK.
  - PORTION OF SURVEYED PREMISES IN PORTLAND IS ZONED B-4.
  - PORTION OF SURVEYED PREMISES IN SO. PORTLAND ZONED GENERAL COMMERCIAL DISTRICT.
  - A WAIVER FROM REQUIREMENTS OF SIDEWALKS IN SOUTH PORTLAND IS REQUESTED.
  - A WAIVER FROM REQUIREMENTS OF GRANITE CURBS IN PORTLAND IS REQUESTED.
  - THIS PLAT SUPERCEDES THE AMENDED RECORDING PLAT FOR JOHNSON SUBDIVISION, PORTLAND/SO. PORTLAND, MAINE, FOR TRANSPORT LEASING CORP., PORTLAND, MAINE, PREPARED BY WILLIAM E. WHITED, INC. AND RECORDED IN THE CUMBERLAND COUNTY REGISTRY OF DEEDS IN BOOD 197, PAGE 524, DATED DECEMBER 10, 1997.
  - THIS PLAT IS RECORDED IN THE CUMBERLAND COUNTY REGISTRY OF DEEDS BOOK , PAGE , ON
  - THE PORTLAND PLANNING BOARD SHALL REVIEW AND APPROVE THE ACCESS AND ASSOCIATED TRAFFIC IMPACTS FOR ANY FUTURE DEVELOPMENT WITHIN THE SUBDIVISION.
  - THIS PLAT IS TO REVISE THE ROAD AND LOTS 4, 5, 6, 7.



**EASEMENTS:**

GRANTOR	GRANTEE	VOLUME	PAGE	DESCRIPTION
TRANSPORT LEASING CORP.	CENTRAL MAINE POWER COMPANY	3126	762	POLES #7.1, #7.2 AND #8.1
TRANSPORT LEASING CORP.	CENTRAL MAINE POWER COMPANY	2406	118	POLES #7.3, #7.4, #7.5 AND #7.6 AND THE RIGHT FOR FUTURE POLES AS REQUESTED.
TRANSPORT LEASING CORP.	NEW ENGLAND TELEPHONE AND TELEGRAPH COMPANY	3814	127	BURIED TELEPHONE CABLES FROM JOHNSON ROAD TO PUBLIC CABLE COMPANY BUILDING.
TRANSPORT LEASING CORP.	NEW ENGLAND TELEPHONE AND TELEGRAPH COMPANY AND CENTRAL MAINE POWER COMPANY	6103	175	POLES #6.1 AND #6.2
TRANSPORT LEASING CORP.	PORTLAND WATER DISTRICT	6971	246	WATER MAIN WITHIN THE PRIVATE RIGHT-OF-WAY AS SHOWN ON "PLAN OF LAND IN PORTLAND AND SOUTH PORTLAND, MAINE, FOR TRANSPORT LEASING CORP", RECORDED IN CUMBERLAND COUNTY REGISTRY OF DEEDS IN PLAN BOOK 139, PAGE 69.
PUBLIC CABLE COMPANY	CENTRAL MAINE POWER COMPANY	7028	282	UNDERGROUND ELECTRICAL CONDUCTORS FROM POLE #9 ON JOHNSON ROAD TO PADMOUNT #9.1.
TRANSPORT LEASING CORP.	PORTLAND WATER DISTRICT	7375	152	WATER MAIN EXTENSION OF 220 FEET WITHIN THE PRIVATE RIGHT-OF-WAY AS DESCRIBED IN THE EASEMENT RECORDED IN BOOK 6971, PAGE 246 AT THE REGISTRY OF DEEDS.
TRANSPORT LEASING CORP.	NEW ENGLAND TELEPHONE AND TELEGRAPH COMPANY AND CENTRAL MAINE POWER COMPANY	7448	0086	EXTEND ELECTRIC AND TELEPHONE CABLES FROM POLE #6.2 TO POLE #6.3.
BROOKLAWN MEMORIAL PARK	TRANSPORT LEASING CORP.	8272	0208	SURFACE WATER DRAINAGE EASEMENT

**CERTIFICATION:**

OWEN HASKELL, INC. HEREBY CERTIFIES THAT LOTS ON THIS PLAN CONFORM TO THE BOARD OF LICENSURE FOR LAND SURVEYORS STANDARDS FOR A CATEGORY I, CONDITION II, SURVEY WITH THE FOLLOWING EXCEPTIONS:  
 1. NO DEED DESCRIPTION PREPARED  
 2. NO REPORT  
 3. NO CORNERS MARKED



SIGNATURE: *John P.R. O'Brien* DATE: 10-21-99  
 P.L.S.# 509

**LEGEND**



APPROVED: CITY OF SO. PORTLAND PLANNING BOARD  
*David Sawyer*  
*Carol J. Sherne*  
 DATE: 10/26/99

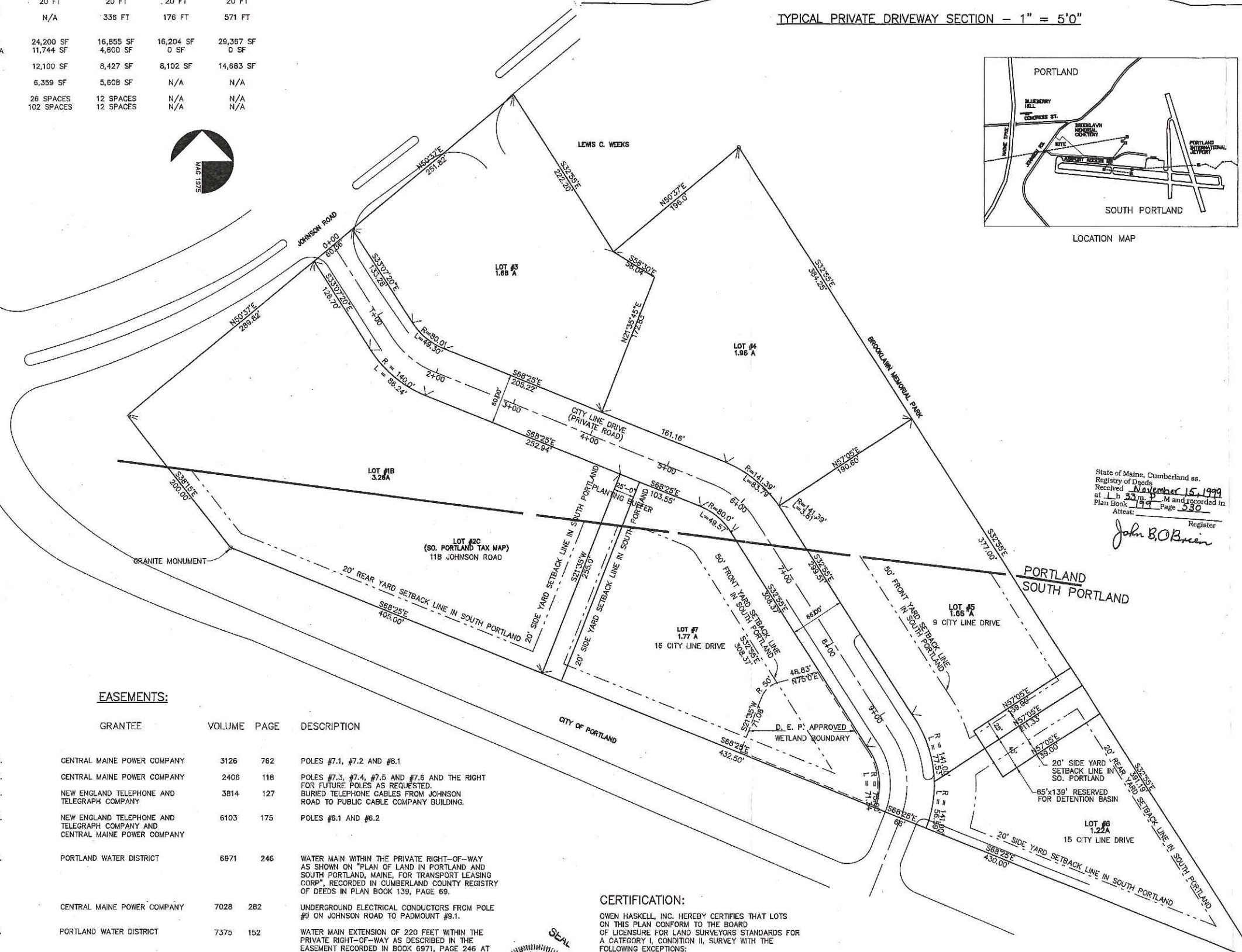
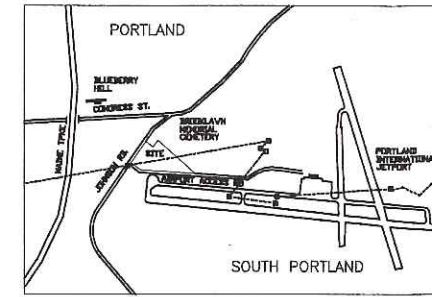
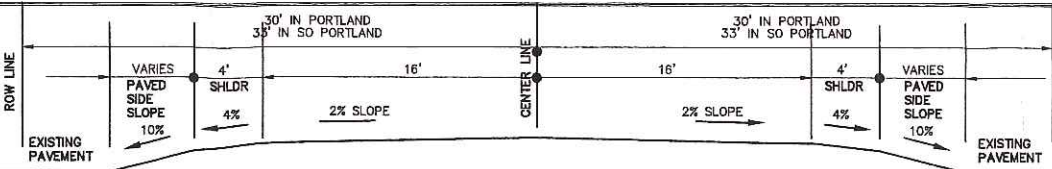
APPROVED: CITY OF PORTLAND PLANNING BOARD  
 THE PLANNING AUTHORITY MAY APPROVE ALTERATIONS TO AN APPROVED RECORDING PLAT IN ACCORDANCE WITH SECTION 14-496(3)  
*Joseph C. Long*  
 DATE: 11/10/99

AMENDED FINAL RECORDING PLAT FOR JOHNSON ROAD SUBDIVISION PORTLAND/SO. PORTLAND, MAINE FOR TRANSPORT LEASING CORP. PORTLAND, MAINE PREPARED BY: WILLIAM E. WHITED, INC. 1321 WASHINGTON AVE., PORTLAND, MAINE (207) 878-4530  
*William E. Whited*  
 OCTOBER 21, 1999 SCALE 1" = 60'  
 DRAWN BY: JB CHECKED BY: WW



**SOUTH PORTLAND SPACE & BULK TABULATION**

LOT #	1B	5	6	7
LOT AREA	60,497 SF	42,136 SF	40,510 SF	73,419 SF
ZONE	CG	CG	CG	CG
YARD SETBACK - FRONT	N/A	50 FT	50 FT	50 FT
SIDES	20 FT	20 FT	20 FT	20 FT
REAR	20 FT	20 FT	20 FT	20 FT
FRONTAGE ON PRIVATE DRIVE	N/A	336 FT	176 FT	571 FT
LOT COVERAGE RATIOS				
MAXIMUM BUILDING AREA ALLOWED - 40%	24,200 SF	16,855 SF	16,204 SF	29,367 SF
EXISTING BUILDING AREA	11,744 SF	4,600 SF	0 SF	0 SF
MINIMUM LANDSCAPED AREA - 20%	12,100 SF	8,427 SF	8,102 SF	14,883 SF
EXISTING LANDSCAPED AREA	6,359 SF	5,608 SF	N/A	N/A
OFF STREET PARKING REQUIRED	26 SPACES	12 SPACES	N/A	N/A
PROVIDED	102 SPACES	12 SPACES	N/A	N/A



State of Maine, Cumberland ss.  
 Registry of Deeds  
 Received November 15, 1999  
 at 11:33 A.M. and recorded in  
 Plan Book 199 Page 530  
 Attest:  
 John B. O'Brien, Registrar

**EASEMENTS:**

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*John P.R. Orr*  
 SIGNATURE P.L.S.# 509 DATE 10-21-99

**LEGEND**



**GRAPHIC SCALE**



**NOTES**

- OWNER - TRANSPORT LEASING CORP. REAR 9 JOHNSON ROAD PORTLAND, MAINE 04102 773-3801
- TOTAL AREA OF PREMISES IS 13.1 ACRES.
- INFORMATION TAKEN FROM PLAN BY OWEN HASKELL, INC., SO. PORTLAND, ME. JOB NO. 7551P, DRAWING #2, REVISED 7-29-86; AND PLANS BY DAHLGREN CONSTRUCTION, INC., YARMOUTH, ME, DRAWING NO. S-1 AND A-1, BOTH REVISED 4-29-86; AND FROM EXISTING SITE CONDITIONS.
- EXISTING SOIL - 0'-1' LOAMY TOPSOIL WITH MEDIUM STIFF BROWN CLAY TO BEDROCK.
- PORTION OF SURVEYED PREMISES IN PORTLAND IS ZONED B-4.
- PORTION OF SURVEYED PREMISES IN SO. PORTLAND ZONED GENERAL COMMERCIAL DISTRICT.
- A WAIVER FROM REQUIREMENTS OF SIDEWALKS IN SOUTH PORTLAND IS REQUESTED.
- A WAIVER FROM REQUIREMENTS OF GRANITE CURBS IN PORTLAND IS REQUESTED.
- THIS PLAT SUPERCEDES THE AMENDED RECORDING PLAT FOR JOHNSON SUBDIVISION, PORTLAND/SO. PORTLAND, MAINE FOR TRANSPORT LEASING CORP., PORTLAND, MAINE, PREPARED BY WILLIAM E. WHITED, INC. AND RECORDED IN THE CUMBERLAND COUNTY REGISTRY OF DEEDS IN BOOK 197, PAGE 524, DATED DECEMBER 10, 1997.
- THIS PLAT IS RECORDED IN THE CUMBERLAND COUNTY REGISTRY OF DEEDS BOOK , PAGE , ON
- THE PORTLAND PLANNING BOARD SHALL REVIEW AND APPROVE THE ACCESS AND ASSOCIATED TRAFFIC IMPACTS FOR ANY FUTURE DEVELOPMENT WITHIN THE SUBDIVISION.
- THIS PLAT IS TO REVISE THE ROAD AND LOTS 4, 5, 6, 7.

APPROVED: CITY OF SO. PORTLAND PLANNING BOARD

*David Sawyer*  
*Carol G. Thorne*  
*John Carpenter*

DATE: 10/26/99

APPROVED: CITY OF PORTLAND PLANNING BOARD

THE PLANNING AUTHORITY MAY APPROVE ALTERATIONS TO AN APPROVED RECORDING PLAT IN ACCORDANCE WITH SECTION 14-496(3)

*Joseph C. Long*  
*William E. Whited*

DATE: 11/10/99

**AMENDED FINAL RECORDING PLAT**

FOR  
 JOHNSON ROAD SUBDIVISION  
 PORTLAND/SO. PORTLAND, MAINE  
 FOR  
 TRANSPORT LEASING CORP.  
 PORTLAND, MAINE  
 PREPARED BY:  
 WILLIAM E. WHITED, INC.  
 1321 WASHINGTON AVE., PORTLAND, MAINE  
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*William E. Whited*

OCTOBER 21, 1999

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