

**Portland Property Holdings, LLC
2 Main Street
Topsham, Maine 04086
207-865-4323**

October 20, 2014

Ms. Alex Jaegerman
City of Portland Planning Department
City of Portland
389 Congress Street
Portland, ME 04101

Re: Request to Site Prep the Commercial Development including gas station and convenience store with ATM 2282 Congress Street, Portland, ME – Proj. ID: 2013-086

Dear Alex:

Portland Property Holdings, LLC purchased the property located at 2282 Congress Street last month. Our intention is to commence full construction early next spring as we have missed this year's construction season.

We would like to complete the site preparation this fall. The site preparation is shown on the attached colored sketch and involves the following activities:

1. Clear the site
2. Install the erosion control
3. Grub, stump and strip a service road
4. Fill the southern portion of the site.
5. Permanently loam and seed the filled slope.

Should you have any questions or need any additional information, please do not hesitate to contact me.

Sincerely,



David Latulippe
Manager