

# CITY OF PORTLAND, MAINE

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## PLANNING BOARD

Jaimey Caron, Chair  
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July 22, 2003

Mr. Tim Reardon  
Forest City Chevrolet  
1000 Brighton Avenue  
Portland, ME 04103

RE: Rowe Avenue 3-Lot Single-Family Subdivision  
ID #2002-0185, CBL #260-A-017

Dear Mr. Reardon:

On December 3, 2002 the Portland Planning Board voted 4-0 (Beal absent, Lowry abstained) on the following motions regarding the Rowe Avenue subdivision:

1. That overhead utilities are appropriate for the Rowe Avenue Subdivision.
2. That the plan was in conformance with the Subdivision Review Ordinance of the City Land Use Code with the following conditions:
  - i. that the applicant submit a subdivision plat based on the subdivision ordinance for review and approval. Subdivision notes #2 and #3 shall be deleted from Plan S11.
  - ii. that the applicant provide a letter from Portland Water District stating that there is water capacity in this area.
  - iii. that the three driveways be paved the entire length.
  - iv. that the plans show a fire hydrant within 500 ft. of the subdivision.
3. That the applicant has shown sufficient right, title and interest to move forward with this proposal.

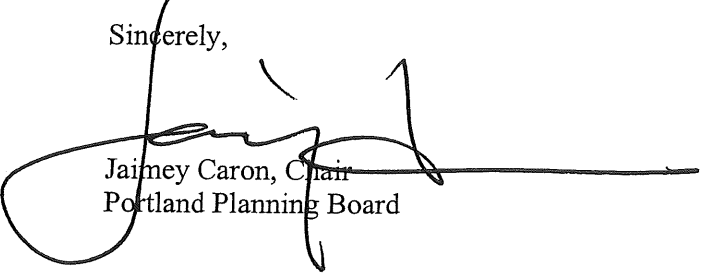
The approval is based on the submitted plan and the findings related to site plan review standards as contained in Planning Board #72-02, which is attached.

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

1. Mylar copies of the construction drawing for the subdivision must be submitted to the Public Works Department prior to the release of the plat. Where submission drawings are available in electronic form, the applicant shall submit any available electronic CADD.DXF files with the final plans.
2. A performance guarantee covering the site improvements as well as an inspection fee payment of 2.0% of the guarantee amount must be submitted to and approved by the Planning Division and Public works prior to the recording of the subdivision plat. The subdivision approval is valid for three (3) years.
3. A defect guarantee, consisting of 10% of the performance guarantee, must be posted before the performance guarantee will be released.
4. Prior to construction, a preconstruction meeting shall be held at the project site with the contractor, development review coordinator, Public Work's representative and owner to review the construction schedule and critical aspects of the site work. At that time, the site/building contractor shall provide three (3) copies of a detailed construction schedule to the attending City representatives. It shall be the contractor's responsibility to arrange a mutually agreeable time for the preconstruction meeting.
5. If work will occur within the public right-of-way such as utilities, curb, sidewalk and driveway construction, a street opening permit(s) is required for your site. Please contact Carol Merritt at 874-8300, ext. 8828. (Only excavators licensed by the City of Portland are eligible.)
6. The Development Review Coordinator must be notified five (5) working days prior to date required for final site inspection. The Development Review Coordinator can be reached at the Planning Department at 874-8632. Please make allowances for completion of site plan requirements determined to be incomplete or defective during the inspection. This is essential as all site plan requirements must be completed and approved by the Development Review Coordinator prior to issuance of a Certificate of Occupancy. Please schedule any property closing with these requirements in mind.

If there are any questions regarding the Board's actions, please contact Kandice Talbot at 874-8901.

Sincerely,



Jaimey Caron, Chair  
Portland Planning Board

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