July 15, 2011

Poulin Property Holdings LLC

c/o Marc Poulin

276 Canco Road

Portland, ME 04103

RE: 171 Warren Avenue

Project ID: #10-79900021

Dear Mr. Poulin:

Thank you for your information regarding proposed changes to your approved site plan at 171 Warren Avenue that was submitted to Jean Fraser on July 12, 2011 (Attachment 1). The proposed revisions include the following:

1. Removing a berm that was installed, but not proposed as part of the original site plan. The proposed revisions show returning this to a grassed area consistent with the original approval;
2. Installing boulders along Hemingway Street to limit cross through traffic;
3. Adding a bituminous curb along the parking lot edge, parallel to Hemingway;
4. Adding pavement to the parking area at the rear to square it off;
5. Installing rip rap as erosion control in the grass knoll to eliminate erosion.

As you are aware, changes to your site plan do require review by the Planning Division. The first standard condition of site plan approval (based upon the site plan ordinance and court decisions) contained in the approval letter for 171 Warren Avenue (Attachment 2) states:

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 prior approval of a revised site plan by the Planning Board or the planning authority pursuant to the terms of Article V, Site Plan ordinance. Any such parcel lawfully altered prior the enactment date of these revisions shall not be further altered without approval as provide herein.

The third standard condition of approval (Attachment 2) requires:

1. 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.

On July 15, 2011, the proposed revisions are approved as minor revisions to the approved site plan with a condition of approval that the final set of plans be revised to accurately reflect the revisions. All other conditions and standard conditions of approval from the August 27, 2010 approval shall apply and the performance guarantee or defect guarantee shall not be released until the updated final plans are submitted. **Please be advised that if you are considering any other revisions to the site, you will need to submit an application for a new or amended site plan.**

If you have any questions, please contact Jean Fraser at 874-8728 or [jf@portlandmaine.gov](mailto:jf@portlandmaine.gov)

Sincerely,

Alexander Jaegerman

Planning Division Director

**Electronic Distribution**:

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Assessor's Office

Approval Letter File

**Hard Copy**: Project File