



# PORTLAND MAINE

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**Planning & Urban Development Department**

Gregory A. Mitchell, Acting Director

**Planning Division**

Alexander Jaegerman, Director

October 31, 2011

Poulin Property Holdings LLC  
c/o Marc Poulin  
Poulin Financial Services, LLC, PA  
171 Warren Ave  
Portland, ME 04103  
and  
c/o Marc Poulin  
276 Canco Road  
Portland, ME 04103

And e-mail to:

Marc M. Poulin, CPA  
[Marc@PoulinFinancial.com](mailto:Marc@PoulinFinancial.com)

**RE: 171 Warren Avenue**

**Project ID: #10-79900021**

Dear Mr. Poulin:

On July 15<sup>th</sup>, 2011 a site plan approval was issued for changes to your approved site plan at 171 Warren Avenue based on a sketch and description submitted July 12, 2011.

On September 29<sup>th</sup>, 2011 Phil diPierro advised you that the lights that have been installed do not meet the City standards and do not comply with the conditions of the original site plan approval and subsequently you were sent a copy of the City's Lighting Standards. Jean Fraser has visited the site at night and confirmed that the installed lights, particularly on the side facing Hemingway Street, are not acceptable.

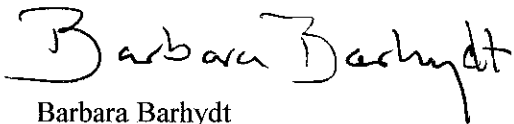
On October 7<sup>th</sup>, 2011 you submitted final plans to reflect the as-built development at this site. These plans confirm that the minor changes outlined in July, 2011 also included some substantial changes that were not mentioned in the earlier correspondence nor shown on the sketch plan: an increase in parking from the permitted 9 spaces to 23 spaces; reduced parking aisle widths; and the placement of boulders within the City's right-of-way. These changes do not meet the review standards of the site plan ordinance, and in particular we cannot approve the location of boulders in the right- of -way.

After consideration of your recent e-mails and previous submissions I am prepared to recommend the issuance of a final Certificate of Occupation subject to the following changes on- site:

- Relocate the boulders so that all are within your property- an alternative is for you to explore the possibility of obtaining a revocable license through the Legal Department as such a license may allow the boulders to remain in the ROW until such time as it is developed as a street; and
- Replace or modify the two light fixtures near the corners of the new addition facing Hemingway Street, so that the lights are directed downward and are full cut-off so that “lenses, refractors or lamp sources do not extend below the surface of the fixture housing and no direct light shall be directed at or above the horizontal plane” (Para.12.2.6 of *City of Portland Technical Standards, Section 12 – Site Lighting*); and
- Remove the striping for the two (2) 90 degree parking spaces located opposite the rip rap area, facing Hemingway Street and abutting the southern-most parallel space near Hemingway Street; and
- Plant two (2) trees (from the City’s recommended tree list, copy attached) in the “bump out” located at the northeast corner of the site; and
- Show these revisions and add the final grades on the final “as built” drawings and submit as 5 scaled paper sets, a pdf (via e-mail), and a CD or DVD containing the plan in AutoCAD format (\*.dwg), release AutoCAD 2005 or greater.

If you would like to meet with staff to clarify these requirements, please contact Jean Fraser at 874-8728 or [jf@portlandmaine.gov](mailto:jf@portlandmaine.gov)

Sincerely,



Barbara Barhydt  
Development Review Services Manager

**Electronic Distribution:**

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Assessor's Office  
Approval Letter File

**Hard Copy:** Project File

City of Portland Recommended Tree List										
Small Trees - (Mature Height < 25')		Cultivars		Street-Tree		Native		Uses		Notes
Common Name	Botanical Name	Cultivars	Street-Tree	Native	Uses	Notes	Street-Tree	Native	Uses	Notes
1 Hedge Maple	Acer campestre	"Queen Elizabeth"	X		St					
2 Paperbark Maple	Acer griseum				O					
3 "Rocky Mtn Glow" Maple	Acer glaberrimum	"Rocky Mtn Glow" Maple		X	S	Smaller in size than native Sugar Maple				
4 Striped Maple	Acer pennsylvanicum				N	good for naturalizing in shaded areas				
5 "Three-flower" Maple	Acer tritatum		X		S/O	Interesting bark, good Fall color				
6 Serviceberry	Amelanchier spp.	"Cumulus", "Robin Hill Pink"	X	X	N/O					
7 European Hornbeam	Carpinus betulus	Upright forms available	X		St					
8 American Hornbeam	Carpinus caroliniana		X	X	St					
9 Kousa Dogwood	Cornus kousa	Many cultivars			O					
10 Thornless Cockspur Hawthorn	Crataegus crusgalli inermis		X		St					
11 Winter King Hawthorn	Crataegus viridis "Winter King"				N/O					
12 "Leprechaun" Ash	Fraxinus pennsylvanica		X		St					
13 Amur Maackia	Maackia amurensis		X		St	Single-stem				
14 Flowering Crabapple	Malus x	"Sa gent", "Spring Snow", "Donald Wyman"	X		St	"Spring Snow" - fruitless variety				
15 Magnolia	Magnolia spp.	Many cultivars			O					
16 Hop-Hornbeam	Ostrya virginiana			X	N	Tolerates shade / understory				
17 Sourwood	Oxydendrum arboreum			X	O					
18 Sargent Cherry	Prunus sargentii		X		O					
19 Japanese Tree Lilac	Syringa reticulata "Ivory Silk"		X		St					
20 Korean Stewartia	Stewartia koreana				O					
21 "Wireless" Zelkova	Zelkova serrata - "Wireless"		X		St					
Medium Trees 25' > 45'										
Common Name	Botanical Name	Cultivars	Street-Tree	Native	Uses	Notes	Street-Tree	Native	Uses	Notes
1 River Birch	Betula nigra			X	O/N					
2 Yellow Birch	Betula lenta			X	O/N					
3 Hackberry	Celtis laevigata		X		St					
4 Shagbark Hickory	Carya ovata			X	N	Low availability / good native plant				
5 Yellowwood	Cladrastis kentuckea		X		S/O					
6 Turkish Fibert	Corylus colurna		X		St					
7 Katsuratsos	Cercidiphyllum japonicum		X		O/St					
8 Korean Mtn. Ash	Sorbus alnifolia		X		S/O					
9 Thornless Honeylocust	Gleditsia triacanthos var. inermis	"Skyline", "Halika"	X		St					
10 Corktree	Phellodendron amurense		X		St					
11 English Oak	Quercus robur	Up-right / Columnar Varieties	X		St					

Large Trees 45' +	Common Name	Botanical Name	Cultivars	Street-Tree	Native	Uses	Notes
1	Red Maple	Acer rubrum	"Karpick", "Red Sunset", "Armstrong", Upright	X	X	St	
2	Sugar Maple	Acer saccharum	"Green Mountain"	X	X	N	
3	Northern Catalpa	Catalpa speciosa		X	X	St	
4	American Beech	Fagus grandifolia			X	N	
5	European Beech	Fagus sylvatica			X	O	
6	White Ash	Fraxinus americana	upright	X	X	St	
7	Green Ash	Fraxinus pennsylvanica	"Patmore", "Summit"	X	X	St	
8	Ginkgo	Ginkgo biloba	"Mygar", "Autumn Gold"	X	X	St	
9	Cucumber Magnolia	Magnolia acuminata		X		O	
10	Tuliptree	Liriodendron		X		St	
11	White Oak	Quercus alba			X	N	
12	Swamp White Oak	Quercus bicolor		X	X	St	
13	Pin Oak	Quercus palustris	"Green Pillar"	X		St	
14	Chestnut Oak	Quercus prinus			X	N	Tolerates wind, rocky soil
15	Red Oak	Quercus rubra		X	X	St/N	
16	American Elm	Ulmus americana	"Valley Forge", "New Harmony", "Princeton"	X	X	St	
17	Leadbark Elm	Ulmus parvifolia		X		St/O	Interesting bark
18	Zelkova	Zelkova serrata	"Green Vase"	X		St	
<b>Conifers</b>							
Common Name	Botanical Name	Cultivars	H'	Native	Uses	Notes	
1	Norway Spruce	Picea abies	80				
2	White Spruce	Picea glauca	60	X			
3	Red Spruce	Picea	60	X		Not widely available, native spruce	
4	Atlantic Whitecedar	Chamaecyparis thyoides	35	X			
5	Red Cedar	Juniperus virginiana	15	X			
6	Eastern Larch or Tamarack	Larix laricina	50	X		Deciduous, loses needles in Fall	
7	Japanese Larch	Larix kaepferi	40	X		Deciduous, loses needles in Fall	
8	Metasequoia or Dawn Redwood	Metasequoia glyptostroboides	60			Deciduous, loses needles in Fall	
9	Swiss Stone Pine	Pinus cembra	20			Slow growing stays small	
10	Bosnian Pine	Pinus heldreichii	20			Slow growing stays small	
11	Red Pine	Pinus resinosa	60	X			
12	Pitch Pine	Pinus rigida	40	X			
13	"Vandewolf Pyramid" Pine	Pinus flexilis	50			Interesting blue needles, upright	
14	Serbian Spruce	Picea omorika	45			Upright / good for narrow locations	
15	White Cedar	Tuja occidentalis	25	X		Can be pruned into hedge	
16	Concolor Fir	Abies concolor	50			Silver blue needles	
17	Balsam Fir	Abies balsamea	35	X		Christmas tree	