



PORTLAND MAINE

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Planning and Urban Development Department
Penny St. Louis, Director

August 17, 2011

Planning Division
Alexander Jaegerman, Director

J. David Parsons
McFarland Spring Corporation
280 Warren Avenue
Portland, ME 04103

Stephen R. Bushey, PE
DeLuca-Hoffman Associates, Inc.
778 Main Street, Suite 8
South Portland, ME 04106

RE: Building Addition, McFarland Spring Corporation
Address: 280 Warren Avenue, Portland
CBL: 296 F-1-18
Application ID: 2011-300 (*One Solution*)

Dear Mr. Parsons and Mr Bushey:

On August 17, 2011, the Portland Planning Authority approved the Level II site plan for a 1,400 sq ft addition to the existing 8,400 sq ft industrial building at 280 Warren Avenue, as submitted by McFarland Spring Corporation and shown on the approved site plans prepared by DeLuca-Hoffman Associates, Inc. (Site Plan 2 of 3 Rev 2 08.02.11 and Details 3 of 3 Rev 1 06.30.11) with the following conditions:

- i. That the applicant shall submit the specifications for any exterior lighting on the new building, or any new lighting on the site, for review and approval prior to the issuance of a certificate of occupancy, with all lighting to be of cut off design in accordance with the City's Technical Standards; and
- ii. That any dumpster and/or any other waste storage shall be located behind the buildings or at the rear of the site with screening; and
- iii. That the property pins be set at corners prior to the issuance of a building permit; and
- iv. That separate permits are required for any new signage.

The approval is based on the submitted plans. If you need to make any modifications to the approved site plan, you must submit a revised site plan for staff review and approval. It is noted that the curb cut/access on Warren, at the former Meadow Street, is not located on the applicant's property.

Please note the following standard provisions and requirements for all site plan approvals:

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 Portland City ordinance. Any such parcel lawfully altered prior to the enactment date of these revisions shall not be further altered without approval as provided herein. Modification or alteration shall mean and include any deviations from the approved site plan including, but not limited to, topography, vegetation and impervious surfaces shown on the site plan. No action, other than an amendment approved by the planning authority or Planning Board, and field changes approved by the Public Services authority as provided herein, by any authority or department shall authorize any such modification or alteration.

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 Works 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 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 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 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 there are any questions, please contact Jean Fraser at 874-8728.

Sincerely,



Alexander Jaegerman
Planning Division Director

Enclosure: Performance Guarantee Packet

cc. Electronic Distribution:

Penny St. Louis, Director of Planning and Urban Development Dept.
Barbara Barhydt, Development Review Services Manager
Jean Fraser, Planner
Philip DiPierro, Development Review Coordinator, Planning
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Assessor's Office

cc. Approval Letter File