



# PORTLAND MAINE

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**Planning & Urban Development Department**  
Penny St. Louis Littell, Director

**Planning Division**  
Alexander Jaegerman, Director

August 3, 2010

John Vance  
383 Warren Avenue  
Portland ME 04103

RE: **355 Warren Avenue (Tow Lot)**  
**Amendments to approved Site Plan (Application ID # 2007-0138)**

Dear Mr. Vance,

Further to my letter of July 16, 2010, I am writing to confirm that all tree planting and other planting and all improvements as shown on the approved Site Plan (as amended by the letter of July 16, 2010 re new fencing and the location of the trees) must be completed by August 31, 2010 in accordance with previous correspondence.

I apologize if there has been a misunderstanding regarding the trees, and we request that you order the six trees from a nursery now so that they can be delivered in late August and planted by the end of August, 2010. If there is a problem in obtaining the approved tree (2 inch caliper Tree Lilac) then the City Arborist has confirmed that you may substitute **Thornless Hawthorn 1.5-2 inch caliper** or **Flowering Crabapple 1.5 inch caliper** (both are understood to be available for delivery in late August).

If you have any questions, please do not hesitate to contact me at 874-8728.

Sincerely,

Jean Fraser, Planner

**Electronic Distribution:**

Penny St. Louis Littell, Director of Planning and Urban Development  
Alexander Jaegerman, Planning Division Director  
Barbara Barhydt, Development Review Services Manager  
Philip DiPierro, Development Review Coordinator  
Jeff Tarling, City Arborist

**Hard Copy:** Jim Fisher, Northeast Civil Solutions, Inc