



## CITY OF PORTLAND

July 9, 2001

Ms. Brenda M. Buchanan  
Warren, Currier & Buchanan  
57 Exchange Street  
Portland, ME 04101

RE: 3 Newcomb Street (CBL 303-F-001)

Dear Ms. Buchanan:

On July 9, 2001, the Portland Planning Authority granted minor site plan approval for the replacement of the existing 733 square foot commercial garage with a new 1,500 square foot garage at the property located at 3 Newcomb Street.

The approval is subject to the following condition(s):

1. That the portions of the lot programmed for parking, ingress and egress be suitably graveled and all other area be seeded with a species of appropriate durability.

The approval is based on the submitted site plan. If you need to make any modifications to the approved site plan, you must submit a revised site plan for staff review and approval.

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

1. 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. A one year extension may be granted by this department if requested by the applicant in writing prior to the expiration date of the site plan.
2. A performance guarantee in a form acceptable to the City of Portland and an inspection fee equal to 2.0% of the performance guarantee will have to be posted before beginning any site construction or issuance of a building permit.
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 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.