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# Administrative Authorization Application

Portland, Maine

Planning and Urban Development Department, Planning Division

Dept. of Building Inspections  
City of Portland Maine

PROJECT NAME: CONTRACT of KMG Properties LLC

PROJECT ADDRESS: 430 RIVERSIDE ST CHART/BLOCK/LOT: 320-A-003

APPLICATION FEE: ✓ (\$50.00)

PROJECT DESCRIPTION: (Please Attach Sketch/Plan of the Proposal/Development)

EXTERIOR LOADING DOCK, FLUXE PAPS, MINIMUM PBT PAVING

### CONTACT INFORMATION:

#### OWNER/APPLICANT

Name: KMG Prop. LLC

Address: 29 DUNDAS DR  
NEW CHESTER ME

Work #: (207) 797-4635 ext 200

Cell #: -

Fax #: -

Home #: -

E-mail: Marty.G@cmhko-bld.com

#### CONSULTANT/AGENT

Name: Matthew Winkler, Architect

Address: 41 BROADWOOD  
PORTLAND, ME 04103

Work #: (207) 450-0750

Cell #: (207) 450-0750

Fax #: -

Home #: -

E-mail: Matthew.Winkler@earthlink.net

### Criteria for an Administrative Authorizations:

(see section 14-523(4) on pg .2 of this appl.)

- a) Is the proposal within existing structures?
- b) Are there any new buildings, additions, or demolitions?
- c) Is the footprint increase less than 500 sq. ft.?
- d) Are there any new curb cuts, driveways or parking areas?
- e) Are the curbs and sidewalks in sound condition?
- f) Do the curbs and sidewalks comply with ADA?
- g) Is there any additional parking?
- h) Is there an increase in traffic?
- i) Are there any known stormwater problems?
- j) Does sufficient property screening exist?
- k) Are there adequate utilities?
- l) Are there any zoning violations?
- m) Is an emergency generator located to minimize noise?
- n) Are there any noise, vibration, glare, fumes or other impacts?

### Applicant's Assessment Planning Division

Y(yes), N(no), N/A

Y(yes), N(no), N/A

No	No
YES	yes - loading dock
YES	yes
No	no
N/A	N/A
N/A	N/A
No	no
No	no
No	no
YES	yes
YES	yes
No	no
No	N/A
No	no

Signature of Applicant:

Date:

02/17/12

**Planning Division Use Only**

Authorization Granted

Partial Exemption

Exemption Denied

*Barbara Borhydt*

*2/29/12*

**Standard Condition of Approval:** The applicant shall obtain all required City Permits, including building permits from the Inspection Division (Room 315, City Hall (874-8703)) prior to the start of any construction.

**IMPORTANT NOTICE TO APPLICANT:** The granting of an Administrative Authorization to exempt a development from site plan review does not exempt this proposal from other approvals or permits, nor is it an authorization for construction. You should first check with the Building Inspections Office, Room 315, City Hall (207)874-8703, to determine what other City permits, such as a building permit, will be required.

**PROVISION OF PORTLAND CITY CODE  
14-523 (SITE PLAN ORDINANCE)  
RE: Administrative Authorization**

**Sec. 14-523 (b). Applicability**

No person shall undertake any development identified in Section 14-523 without obtaining a site plan improvement permit under this article. (c) Administrative Authorization. Administrative Authorization means the Planning Authority may grant administrative authorization to exempt a development proposal from complete or partial site plan review that meets the standards below, as demonstrated by the applicant.

1. The proposed development will be located within existing structures, and there will be no new buildings, demolitions, or building additions other than those permitted by subsection b of this section;
2. Any building addition shall have a new building footprint expansion of less than five hundred (500) square feet;
3. The proposed site plan does not add any new curb cuts, driveways, or parking areas; the existing site has no more than one (1) curb cut and will not disrupt the circulation flows and parking on-site; and there will be no drive-through services provided;
4. The curbs and sidewalks adjacent to the lot are complete and in sound condition, as determined by the public works authority, with granite curb with at least four (4) inch reveal, and sidewalks are in good repair with uniform material and level surface and meet accessibility requirements of the Americans with Disabilities Act;
5. The use does not require additional or reduce existing parking, either on or off the site, and the project does not significantly increase traffic generation;
6. There are no known stormwater impacts from the proposed use or any existing deficient conditions of stormwater management on the site;
7. There are no evident deficiencies in existing screening from adjoining properties; and
8. Existing utility connections are adequate to serve the proposed development and there will be no disturbance to or improvements within the public right-of-way.
9. There are no current zoning violations;
10. Any emergency generators are to be located to minimize noise impacts to adjoining properties and documentation that routine testing of the generators occur on weekdays between the hours of 9 a.m. to 5 p.m. Documentation pertaining to the noise impacts of the emergency generator shall be submitted; and
11. There is no anticipated noise, vibration, glare, fumes or other foreseeable impacts associated with the project.

- a. **Filing the Application.** An applicant seeking an administrative authorization under this subsection shall submit an administrative authorization application for review, detailing the site plan with dimensions of proposed improvements and distances from all property lines, and stating that the proposal meets all of the provisions in standards 1-11 of Section 14-423 (b)1. **The application must be accompanied by an application fee of \$50.**
- b. **Review.** Upon receipt of such a complete application, the Planning Authority will process it and render a written decision of approval, approval with conditions or denial, with all associated findings.
- c. **Decision.** If a full administrative authorization is granted, the application shall be approved without further review under this article, and no performance guarantee shall be required. In the event that the Planning Authority determines that standards a and b of Section 14-523 (b) (1) and at least four (4) of the remaining standards have been met, the Planning Authority shall review the site plan according to all applicable review standards of Section 14-526 that are affected by the standards in this subsection that have not been met. If an exemption or partial exemption from site plan review is not granted, the applicant must submit a site plan application that will undergo a full review by the Planning Board or Planning Authority according to the standards of Section 14-526.

**Criteria for an Administrative Authorizations:**  
(See Section 14-523 (4) on page 2 of this application)

**Applicant's Assessment**  
Y(yes), N(no), N/A

**Planning Division**  
Use Only

a) Is the proposal within existing structures?	No	No
b) Are there any new buildings, additions, or demolitions?	Yes	Yes
c) Is the footprint increase less than 500 sq. ft.?	Yes	Yes
d) Are there any new curb cuts, driveways or parking areas?	No	No
e) Are the curbs and sidewalks in sound condition?	n/a	n/a
f) Do the curbs and sidewalks comply with ADA?	n/a	n/a
g) Is there any additional parking?	No	No
h) Is there an increase in traffic?	No	No
i) Are there any known stormwater problems?	No	No
j) Does sufficient property screening exist?	Yes	Yes
k) Are there adequate utilities?	Yes	Yes
l) Are there any zoning violations?	No	No
m) Is an emergency generator located to minimize noise?	No	n/a
n) Are there any noise, vibration, glare, fumes or other impacts?	No	No

The Administrative Authorization for 430 Riverside Street was approved by Barbara Barhydt, Development Review Program Manager on 2-29-12 with the following required Standard Condition of Approval listed below:

1. **Standard Condition of Approval:** The applicant shall obtain all required City Permits, including building permits from the Inspection Division (874-8703) and any other permits required from the Department of Public Services (874-8801) prior to the start of any construction.
- 2.

# 420 Riverside St

320-A-003



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320  
A2

NOW OR FORMERLY  
RIST BRUNET  
FAMILY TRUST

CONSTRUCT 3x20  
STONE CHECK DAM  
TOP 96.0

N31°41'19"E  
339.93'

ADD 4 9x18  
SOLLS

EXISTING SWALE

EXISTING 50' WIDE R/W TO LOT 4  
(IMPROVED BITUMINOUS SURFACE)

N22°53'57"  
81.15'

S34°00'00"  
368.10'

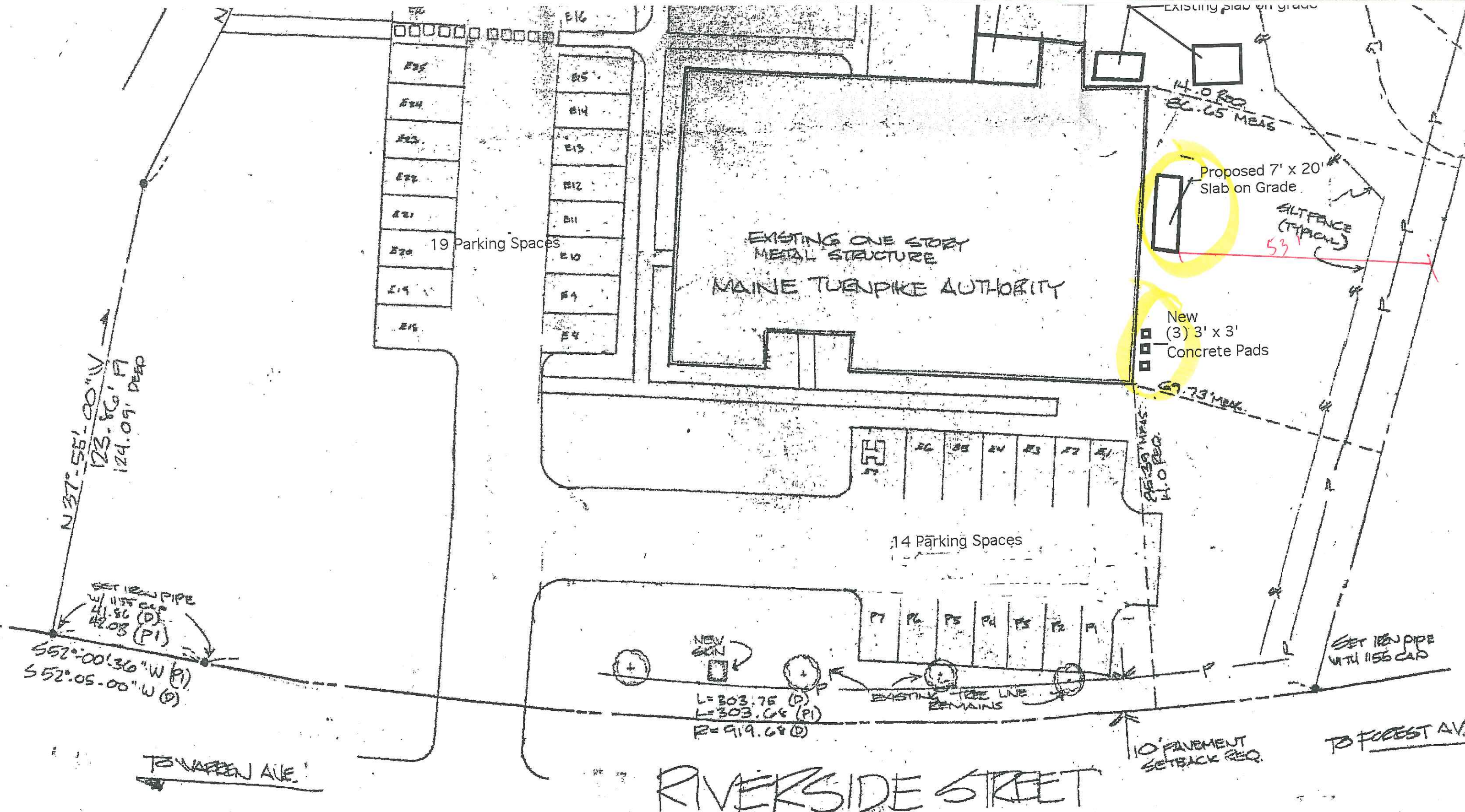
26 Parking Spaces

Proposed Bituminous Paving

Proposed 13'-0" x 10'-0" Exterior  
loading dock

Existing slab on grade

GE  
RE  
0000



SEE CERTIFICATE OF TAKING  
 AUGUST 16, 1971  
 CCRO 3191-122

0.8  
9.8  
1.8



Now or Formerly  
**GEORGE W. ROCKETT**  
 P.E.D. 6624-251

1. PROJECT IS LOCATED IN ZONE I-M
2. USE: BACK OFFICE FOR TRANSPORTATION ENTITY
3. MAXIMUM IMPROVEMENT ALLOWED: (0.75)(13140) = 9815.5
4. LOCUS IS TAX MAP 320, LOT A-3

### PLAN REFERENCES

1. "OFFICES FOR THE MAINE TURNPIKE AUTHORITY" BY DEARBOUR WHITED ARCHITECTS 1985
2. "RAUND O. BUTLER SUBDIVISION" BY LUC 4-30-96 C.C.P.P.

### AREA

AREA	EXISTING	PROPOSED	% LI
STALL	41 x 10 x 20 = 8200	8800 + 2512 = 11312	10
AISLE	13704	15720	14
WALK	2225	2225	1
BUILDING	9904	9904	1
TOTAL IMPROVEMENTS	34633	39241	36

### STATEMENT

I HEREBY STATE TO THE MAINE TURNPIKE AUTHORITY THAT THIS PLAN IS THE RESULT OF AN INSTRUMENT SUBJECT IN THE U.S. STANDARD OF MEASUREMENT, IS CORRECT TO THE BEST OF MY INFORMATION AND BELIEF. I HAVE RESEARCHED THE PUBLIC RECORDS AND HAVE SET THE CORNER BOUNDS AS INDICATED. I AM A FULL TIME EMPLOYEE OF THE MAINE TURNPIKE AUTHORITY.

JOHN P. ROBERTS PLS  
 MAINE REG. PROFESSIONAL LAND SURVEYOR #155  
 MAINE LICENSED LANDSCAPE ARCHITECT #130  
 DATE JUNE 20, 2001

### NOTE 7-16-04

PORTLAND PLANNING AUTHORITY GRANTED MINOR SITE PLAN APPROVAL FOR THIS PLAN BY LETTER DATED 12-18-03 SUBJECT TO:

- 1) APPLICANT WILL INSPECT THE COLLECTING, MAIN CANAL SWALE TWICE ANNUALLY AND MAINTAINED FOR BUILD UP TREES/ROOTS REMOVAL, AND ESTABLISHMENT OF THE CHANNEL ON SIDE SLOPES IF SCOURED BY FLOODS
- 2) APPLICANT WILL ADHERE TO WINTER STABILIZATION METHODS PRESCRIBED BY MAINE DEP.

DATE	REVISION	BY
NOV 4, 2003	REMOVE TREES, ADD TREES, GUT FENCE	JE
NOV 13, 2003	ADD CHECK DAM, REMOVE BUSHES, FANG	JE
7-16-04	ADD APPROVAL NOTE	JE

### SITE PLAN

MAINE TURNPIKE AUTHORITY

HEADQUARTERS  
 420 RIVERSIDE STREET

PORTLAND CUMBERLAND COUNTY MAINE

JUNE 21, 2001 SCALE 1" = 20'

C101  
 Site Layout  
 Feb 17 2012