



CITY OF PORTLAND

October 16, 2001

Jeff Milliken
Milliken Bros.
474 Riverside Industrial Way
Portland, ME 04103

RE: Parking Lot Expansion at 474 Riverside Industrial Way CBL: 370-A-001001

Dear Mr. Milliken:

On October 15, 2001, the Portland Planning Authority approved the site plan application for six additional parking spaces at 474 Riverside Industrial Way.

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

1. A performance guarantee will not be required for this project. However a \$300.00 inspection fee will be required prior to commencement of construction. (This is the minimum inspection fee as required by ordinance.)
2. If you need to make any modifications to the approved site plan, you must submit a revised site plan for staff review and approval.
3. 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.
4. Prior to construction, a preconstruction 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 preconstruction meeting.
5. 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 Department at 874-8721 or 874-8719.

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