



**CITY OF PORTLAND, MAINE  
SITE PLAN REVIEW (ADDENDUM)  
CONDITIONS OF APPROVAL**

APPLICANT: Tim Hiltz / Patty Lago  
 ADDRESS: 7 Bramhall Terrace Portland, ME 04103  
 SITE ADDRESS/LOCATION: Auburn Pines Lot #2  
 DATE: 9/26/00

Review by the Development Review Coordinator is for General Conformance with ordinances and standards only and does not relieve the applicant, his contractors or agents from the responsibility to provide a completely finished site, including but not limited to: increasing or concentrating of all surface runoff onto adjacent or downstream properties, issues regarding vehicle sight distance, location of public utilities and foundation elevations.

**CONDITIONS CHECKED OFF BELOW WILL BE ENFORCED FOR YOUR SITE PLAN**

1. X All damage to sidewalk, curb, street, or public utilities shall be repaired to City of Portland Standards prior to issuance of a Certificate of Occupancy.
2. X Two (2) City of Portland approved species and size trees must be planted on your street frontage prior to issuance of a Certificate of Occupancy.
3. X Your new street address is now 23 Bارسae Drive, the number must be displayed on the street frontage of your house prior to issuance of Certificate of Occupancy.
4. X The Development Review Coordinator (874-8300 ext. 8722) must be notified five (5) working days prior to date required for final site inspection. 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.
5. X Show all utility connections: water, sanitary sewer, storm drain, electric, telephone, cable.
6. X A sewer permit is required for your project. Please contact Carol Merritt at 874-8300, ext. 8828. The Wastewater and Drainage section of Public Works must be notified five (5) working days prior to sewer connection to schedule an inspector for your site.
7. X 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.)



8. X As-built record information for sewer and stormwater service connections must be submitted to Parks and Public Works Engineering Section (55 Portland Street) and approved prior to issuance of a Certificate of Occupancy.
9. X The building contractor shall check the subdivision recording plat for pre-determined first floor elevation and establish the first floor elevation (FFE) and sill elevation (SE) to be set above the finish street/curb elevation to allow for positive drainage away from entire footprint of building.
10. X The site contractor shall establish finish grades at the building foundation, bulkhead and basement windows to be in conformance with the first floor elevation (FFE) and sill elevation (SE) set by the building contractor to provide for positive drainage away from entire footprint of building.
11. X A drainage plan shall be submitted to and approved by Development Review Coordinator showing first floor elevation (FEE), sill elevation (SE), finish street/curb elevation, lot grading, existing and proposed contours, drainage patterns and paths, drainage swales, grades at or near abutting property lines, erosion control devices and locations and outlets for the drainage from the property.
12. X The Development Review Coordinator reserves the right to require additional lot grading or other drainage improvements as necessary due to field conditions.
13. X Applicant shall coordinate with subdivision developer, Neptune Properties and their contractor for all grading, utility locations, and any curb openings for compliance with the approved subdivision plans.

cc: Katherine Staples, P.E., City Engineer

14. X Applicant shall be responsible for installation and maintenance of all necessary erosion control devices
15. X Applicant shall prevent and/or clean up any tracked mud or other debris onto Garsoe Drive or Auburn St resulting from this project.



CITY OF PORTLAND  
Planning and Urban Development Department

MEMORANDUM

TO: Joseph E. Gray, Jr., Director of Planning and Urban Development  
Alexander Jaegerman, Chief Planner

FROM: James Seymour, Acting Development Review Coordinator

DATE: April 5, 1995

SUBJECT: Disclaimer Statement of Existing Poorly Drained Areas

It is the responsibility of the lot owner/homebuilder to assess drainage and provide for appropriate stormwater management design and engineering in an area which has evidence of poor hydrologic soil conditions, and/or a history of poor drainage, ponding, or soils saturation due to topography, fluctuation of seasonal ground water tables creating surface flooding, or as a result from rainfall events or snow/ice melts. The City of Portland is not responsible for resolving the drainage of land areas which could be described in any one of the above conditions.

The City of Portland Development Review Coordinator reviews lot grading for all single family homes to assure that field elevations will conform to the grades which exist at the abutting property line or to the grades which have been previously approved at the abutting property lines. The construction standards require that final foundation elevations be provided on site plans which are a minimum of 2 1/2 feet higher than street grades established at the frontage of the lot and provide positive drainage away from the entire foundation perimeter, including garage, and all basement accesses (ie. bulkheads, doorways and windows). As long as these standards are strictly enforced, most water problems on single family lots will be avoided. However, in locations with clear evidence of hydric soils, the following note shall be placed on all approved site plans:

"The City of Portland Development Review Coordinator has reviewed and approved this plan. The lot is located in an areas that is subject to seasonal conditions of saturation by surface or groundwater. Approval of this plan does not constitute a guarantee that no water problems will be experienced by the homeowners in this vicinity. Homeowners are advised to exercise care and diligence to ensure that their home and yard is adequately constructed and graded for localized drainage conditions."



**CITY OF PORTLAND, MAINE  
PUBLIC NOTICE**

To All Building Permit Applicants and/or Contractors:


Effective immediately all temporary erosion control measures as shown on submitted site plans or as made part of a conditional approval of a site plan shall be installed, maintained, and inspected for proper functioning. Erosion control measures include but are not limited to silt fencing hay bales, stone check dams, earthen berms, stone lined swales, riprap embankments, riprap inlet/outlets of any pipe channel or culvert, sodded or grass strips, hay mulch cover on exposed soils, jute matting or erosion control blanket/matting, geotextile grids or webbing, and any provision approved by the City Engineer or Development Review Coordinator to decrease erosion or sedimentation.

All temporary and permanent erosion control measures shall be in conformance with the Maine Erosion and Sediment Control Handbook for construction: Best Management Practices as published by Cumberland County SWCD and the Maine Department of Environmental Protection. Consistent failure to install, maintain, or construct in an acceptable manner will result in a stop work order on the building permit. All erosion control measures shall be established in proposed areas of disturbed soils resulting from construction activities prior to actual construction unless a specific deadline has been made a condition of approval or agreed to by a Public Works Engineer or the Development Review Coordinator.

Effective immediately any request for Certificate of Occupancy will be denied if the above measures have not been addressed or completed. Only under extreme conditions, due to weather, shall the omission of the erosion control standards be included on the conditions for a Certificate of Occupancy, otherwise the request for a Certificate will be refused.

The City of Portland Planning Department and Public Works Department consider Erosion and Sediment Control Planning to be an absolutely necessary initial construction activity that requires as much attention and enforcement as building construction. For the protection of sensitive waterbodies, undisturbed lands, neighboring properties, established vegetated areas, and municipal drainage systems please pay careful attention to erosion and sediment control measures and conform to the notes, details, and conditions of approval as noted on your approved site plan. These controls must be installed and maintained continuously throughout the construction period. The City may inspect the site at any time to ensure compliance, and violations could result in work stoppage orders as indicated above.

We appreciate your prompt compliance with these requirements.

TO: Inspections  
FROM: Jay Reynolds, Development Review Coordinator   
DATE: April 18, 2001  
RE: C.O. inspection for # 23 Garsoe Drive (CBL 386-AA-002)

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Upon inspection of the #23 Garsoe Drive residence, I have the following comments:

1. The 2 trees have not been installed.
2. Final grading, loam and seed, incomplete.

Due to the time of year and weather conditions, it is not possible to complete these items. I would estimate that these items could be completed by June 30, 2001. Once these items are addressed and re-inspected, then a permanent Certificate of Occupancy can be issued.

At this time, **I recommend issuing a Temporary Certificate of Occupancy.**

Please contact me if you have any questions or comments.  
Thank You.

Cc: Sarah Hopkins, Development Review Services Manager

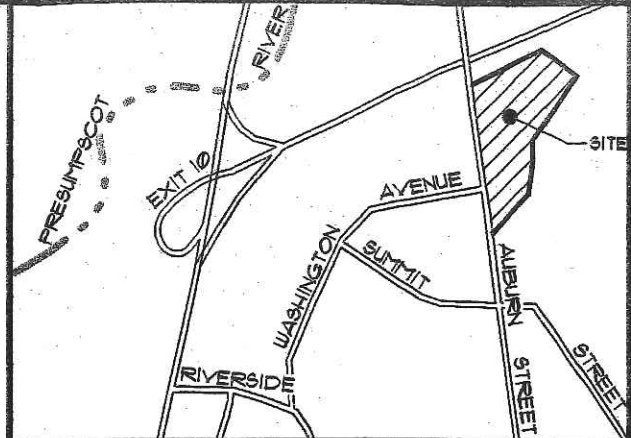
File: O:\drc\23garsoe1.doc



# LEGEND

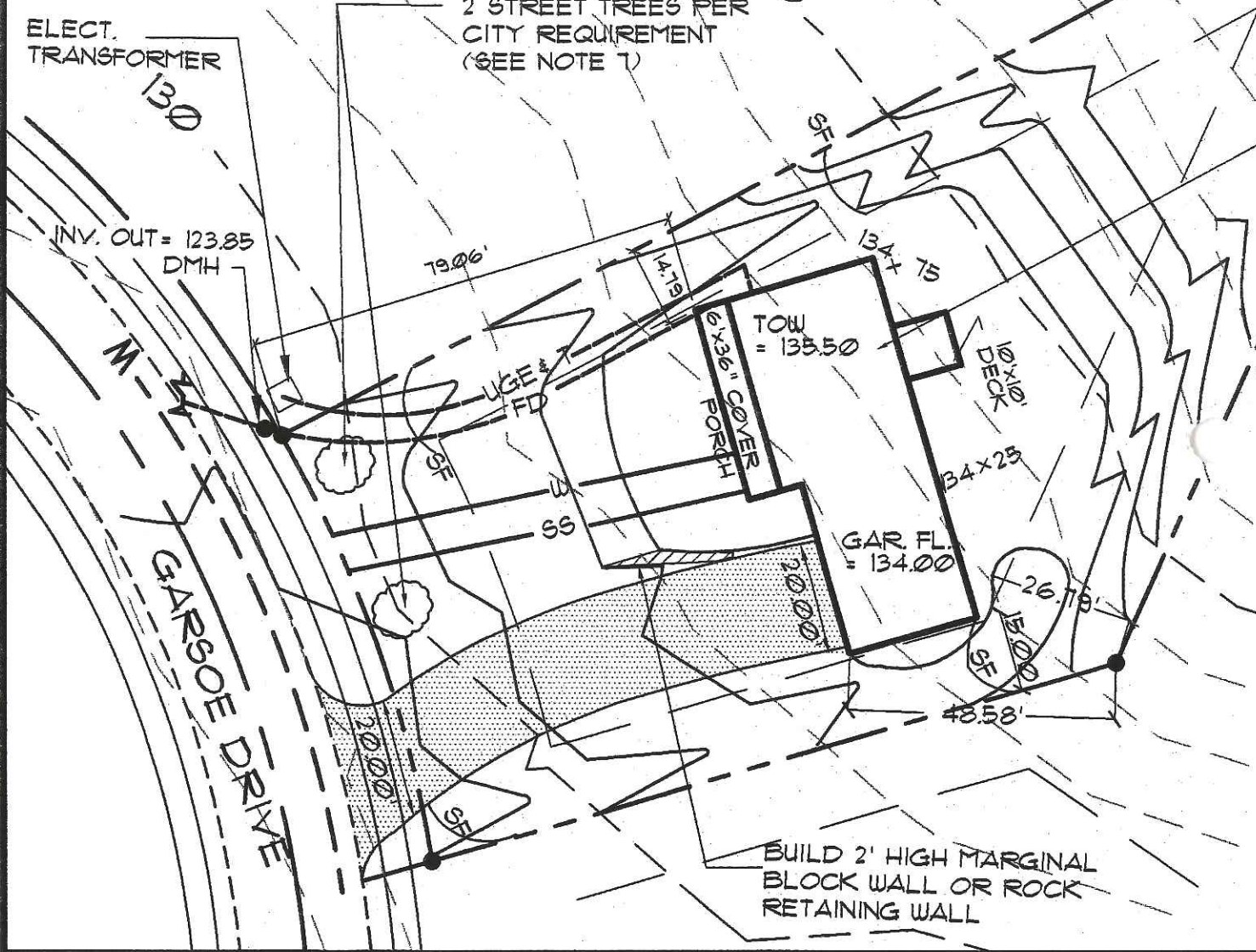
EXISTING	DESCRIPTION	PROPOSED
---	PROPERTY/ROW	---
---	SETBACK	---
---	CENTERLINE	---
---	BUILDING	---
---	EDGE PAVEMENT	---
---	CURBLINE	---
---	SPOT GRADE	---
---	CATCH BASIN	---
---	MANHOLE	---

---	124	---	124	---
---	W	---	W	---
---	SS	---	SS	---
---	SD	---	SD	---
---	FD	---	FD	---
---	SF	---	SF	---
---	TOW	---	TOW	---
---	FFE	---	FFE	---



LOCATION MAP N.T.S.

**REQUIRED R-2 ZONE SETBACKS**  
 FRONT YARD - 25'  
 SIDE YARD - 14'  
 REAR YARD - 25'  
 FROM WETLAND - 25'



## GENERAL NOTES

1. APPLICANT: TIM HILTZ/PATTY LAGE  
202 WARREN AVE.  
PORTLAND, ME 04103
2. THE LOT SHOWN HEREON IS PART OF A SUBDIVISION SITUATED WITHIN THE CITY OF PORTLAND'S R2 RESIDENTIAL ZONE SINGLE FAMILY HOMES.
3. PLAN REFERENCES:  
A) SUBDIVISION PLAN OF AUBURN PINES SUBDIVISION DATED THROUGH JULY 7, 1999 BY PINKHAM & GREER ENGINEERS.
4. EXISTING TOPOGRAPHIC INFORMATION IS BASED UPON SAID PLAN WITH ELEVATIONS THAT ARE REFERENCED TO A STANDARD DISK AUBURN RM-1 ELEVATION 122.31 N.A.V.D. DATUM.
5. PROPOSED UTILITY LOCATION AND ELEVATION IS BASED UPON THE PLAN REFERENCED IN NOTE 3A.
6. DURING CONSTRUCTION THE OWNER & CONTRACTOR SHALL UTILIZE ME. D.E.P. "BEST MANAGEMENT PRACTICES (B.M.P.S.) FOR EROSION CONTROL & SEDIMENTATION CONTROL.
7. IF TWO TREES EXIST WHICH ARE LARGER THAN 2" DIA. TRUNK, THEY MAY BE SUBSTITUTED FOR THE PROPOSED STREET TREES AS LONG AS THE SPECIES IS ON THE CITY'S APPROVED LIST.



**Sebago Technics**

Engineering & Planning for the Future

One Chabot Street  
 Westbrook, Me 04098-1339  
 Tel (207) 856-0277

## PLOT PLAN

OF:  
**LOT 2 AUBURN PINES SUBDIVISION**

GARSOE DRIVE  
 PORTLAND, ME  
 FOR:

**TIM HILTZ/PATTY LAGE**

202 WARREN AVE  
 PORTLAND, ME 04103

DESIGN BY:	JRS
DRAWN BY:	KAF
CHECKED BY:	
DATE:	9-7-00
SCALE:	1"=30'
FIELD BK:	
PROJ. NO:	00439
DRAWING:	00439/LOT2

**SHEET 1 OF 1**