

CITY OF PORTLAND, MAINE
PLANNING BOARD

Lee Lowry III, Chair
Kevin Beal, Vice Chair
John Anton
Michael Patterson
David Silk
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May 26, 2005

Steve Bradstreet, PE
Aquation Engineering
222 St. John Street, Suite 314
Portland, Maine 04102

Re: Willow Knoll Subdivision (ID# 2004-0054, CBI # 342-B015001)

Dear Mr. Bradstreet:

On May 24, 2005, the Portland Planning Board voted 5-0 (Anton absent) to approve the following motions regarding the Willow Knoll Subdivision:

- i. That the Board waives the block length standard of the Subdivision Ordinance as allowed under section 14-498(g)1. of the land use code; and,
- ii. That the plan presented is in conformance with the subdivision standards of the Land Use Code subject to the following conditions:
 1. That the applicant shall provide revised homeowner's association bylaws and open space easement language for review and approval by the City Corporation Counsel prior to construction.
 2. That the developer contributes \$5000 into a account that would be used to fund the traffic signal at Plymouth Street/Allen Avenue. If unused within three years after acceptance of any part of Ruby Lane as a public street, the contribution funds shall be returned to the applicant.
 3. That a sewer capacity letter shall be submitted from the Portland Sewer Division prior to issuance of a building permit.
 4. That the applicant shall contribute \$2000 per lot for off-site stormwater improvements in lieu of providing on-site stormwater detention.
 5. That the applicant provides revised plans reflecting the comments provided in the Developer Review Coordinator memo dated May 19, 2005 and included in attachment 4 of Planning Board Report #25A-05.

6. The applicant shall provide a recording plat showing all easements for Planning Board signature prior to any site disturbance or issuance of any building permit.
7. The applicant shall meet with the City Arborist to identify significant specimen trees for preservation prior any site disturbance. Significant trees that are (1) not located within the proposed street right of way and are (2) not located within a building or driveway envelope that cannot reasonably shift (within the limits of zoning setback and without resulting in reduced building size or increased driveway length) shall be preserved. Where site grading requires the elimination of vegetation at the subdivision boundary, the applicant shall receive City Arborist approval for a post-grading buffering plan.
8. That the applicant installs a 6 foot black vinyl coated chain link fence along the entire boundary with the railroad at lots 6, 7, 8.
9. That the applicant receives City Arborist approval for the selection of street trees prior to construction.
10. The applicant must provide evidence of wetland permitting or letter of non-applicability from the Maine DEP prior to any disturbance of the site or issuance of any building permits.

The approval is based on the submitted plan and the findings related to subdivision review standards as contained in Planning Board Report #25A-05 , which is attached.

Please note the following provisions and requirements for all subdivision approvals:

1. Mylar copies of the construction drawing for the subdivision must be submitted to the Public Works Department prior to the release of the plat. Where submission drawings are available in electronic form, the applicant shall submit any available electronic Autocad files (*.dwg), release 14 or greater, with seven (7) sets of the final plans.
2. A performance guarantee covering the site improvements as well as an inspection fee payment of 2.0% of the guarantee amount must be submitted to and approved by the Planning Division and Public works prior to the recording of the subdivision plat. The subdivision approval is valid for three (3) years.
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.

6. 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.)

7. 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 874-8632. 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.

If there are any questions regarding the Board's actions, please contact Bill Needelman, Senior Planner, at 874-8722.

Sincerely,



Lee Lowry III, Chair
Portland Planning Board

cc: Lee D. Urban, Planning and Development Department Director
Alexander Jaegerman, Planning Division Director
Sarah Hopkins, Development Review Services Manager
Bill Needelman, Senior Planner
Jay Reynolds, Development Review Coordinator
Marge Schmuckal, Zoning Administrator
Inspections Division
Michael Bobinsky, Public Works Director
Traffic Division
Eric Labelle, City Engineer
Jeff Tarling, City Arborist
Penny Littell, Associate Corporation Counsel
Fire Prevention
Assessor's Office
Approval Letter File

