

Planning & Urban Development

Joseph E. Gray Jr.  
Director

CITY OF PORTLAND

September 12, 1996

Bob Metcalf  
Mitchell & Associates  
70 Center Street  
Portland, ME 04101

Re: Great Lost Bear, 540 Forest Avenue

Dear Mr. Metcalf:

On September 12, 1996, the Portland Planning Authority granted minor site plan approval for the parking lot and building addition to the Great Lost Bear restaurant at 540 Forest Avenue.

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:

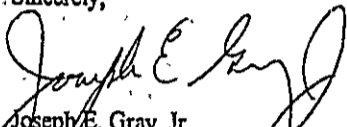
1. The site plan approval will be deemed to have expired unless work in the development has commenced within one (1) year of the approval or within a time period agreed upon in writing by the City and the applicant. A one year extension may be granted by this department if requested by the applicant 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 1.7% of the performance guarantee and no less than \$300.00 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 preconstruction meeting shall be held at the project site with the contractor, development review coordinator, Public Works 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.

O:\PLAN\CORRESP\SARAH\LETTERS\LOSTBEAR.JMD

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.)

If there are any questions, please contact the Planning Staff.

Sincerely,



Joseph E. Gray, Jr.  
Director of Planning and Urban Development

cc: Alexander Jaegerman, Chief Planner  
Sarah Hopkins, Senior Planner  
P. Samuel Hoffses, Chief of Building Inspections  
Marge Schmuckal, Zoning Administrator  
George Flaherty, Director of Environmental/Intergovernmental Services  
Kathi Staples PE, City Engineer  
Development Review Coordinator  
William Bray, Deputy Director/City Traffic Engineer  
Jeff Tarling, City Arborist  
Natalie Burns, Associate Corporation Counsel  
Lt. Gaylen McDougall, Fire Prevention  
Mary Gresik, Building Permit Secretary  
Kathleen Brown, Assistant Director of Economic Development  
Susan Doughty, Assessor's Office  
Approval Letter File

MITCHELL & ASSOCIATES

LANDSCAPE ARCHITECTS

August 22, 1996

Ms. Sarah Hopkins, Senior Planner  
Planning Department  
City of Portland  
389 Congress Street  
Portland, Maine 04101

RE: GREAT LOST BEAR RESTAURANT

Dear Sarah:

On behalf of the applicant, Bearly in Business, we are pleased to submit a Site Plan application for the construction of an addition for new rest room facilities and conversion of a vacant building lot to a parking lot for the Great Lost Bear Restaurant. The property is located at 532-540 Forest Avenue. The applicant recently acquired the adjacent property at 532 Forest Avenue, that contained a building formerly utilized by the American Red Cross. The majority of the structure has been demolished leaving a small portion of the building (1,483 square feet) at the rear of the site.

Based upon preliminary staff review comments and discussions with city engineers, Bill Bray, Director of Public Works and yourself, we have prepared the enclosed Site Plan.

**Proposed Use**

- Convert the remaining 1,483 square foot building to office space for The Great Lost Bear Restaurant.
- Construct a 378 square foot 18'x21' addition onto the Great Lost Bear Restaurant for new rest rooms.
- Convert the vacant building site (slab area) to parking for the restaurant; 18 spaces for patrons and 2 designated employee spaces.
- Realign the existing wood fence around the existing outdoor eating area.

*532 Forest Ave  
Great Lost Bear*

Ms. Sarah Hopkins  
Page 2

#### Total Land Area

- The two properties (532 and 540 Forest Avenue) total 1,135 square feet with the existing Great Lost Bear Restaurant totaling 1,425 square feet and the remaining proposed office conversion totaling 1,425 square feet.

#### Utilities

- Water and sewer for the bathroom expansion shall be extended from the existing restaurant.
- Water and sewer for the office is not proposed at this time, however, future connections would be off Ashmont Street, along the rear of Haven's Candies and the Great Lost Bear Restaurant.
- Electrical and telephone for the office shall be overhead from an existing utility pole on Forest Avenue near the proposed employee parking spaces.

#### Site Drainage

- The applicant proposes to install one new catchbasin in the middle of the proposed parking area to capture storm runoff. This structure will connect to the existing storm sewer located in Forest Avenue per city engineering comments.
- An existing catchbasin is located in the outdoor eating area that handles runoff from this space. The applicant wishes to maintain this storm drain system and proposes to replace the existing cast iron line under the addition if the pipe warrants replacement. They are requesting to evaluate this condition during construction. The terminus of this 4 inch cast iron pipe shall be connected to the proposed 12 inch pipe from the proposed parking lot area to avoid direct discharge to the existing catchbasin in Forest Avenue.
- The existing floor drain and oil and water separator in the old floor slab will be abandoned and plugged.

#### Landscaping

- Supplemental landscaping has been provided to enhance the appearance of the proposed addition, renovation and parking lot.
- Per staff review comments an additional street tree has been added.



Ms. Sarah Hopkins  
Page 3

**Addition and Renovation**

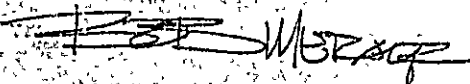
- At present, building elevations have not been prepared, however, the proposed addition is to be a wood board siding with a shed roof, pitching toward the parking lot. The new structure enclosing the existing structure being converted to office space is T-111 wood siding that shall be stained.

**Documentation:**

- Cover letter dated August 20, 1996
- Application fee of \$300.00
- Seven (7) copies of Site Plan and Site Details

Building elevations for the proposed addition shall be forthcoming under separate cover. Should you have any questions concerning this application, please do not hesitate to contact me.

Sincerely,  
Mitchell & Associates



Robert B. Metcalf

Enclosure

cc: Chip McConnell  
Paul Thelin