

November 20, 2023

Ann Machado
Zoning Administrator
389 Congress Street, Room 315
Portland, Maine 04101

RE: Conditional Use Application and Request for Reasonable
Accommodation for Proposed Shelter Care Group Home
at 1582 Forest Avenue.

Dear Ms. Machado:

Alexander P. Coupe seeks conditional use approval to change the use at 1582 Forest Avenue (the "Property") from a single-family home to a Sheltered Care Group Home. As outlined below, Mr. Coupe's proposed use of the Property meets the conditional use requirements of the Land Use Code.

I. Property and Project Background.

The Property is within the R-3 Zone. The Property is a 23,667 square foot lot with an existing single-family home which has a total of 2,540 square feet of living area. There is existing parking on the Property for 4-6 vehicles. Mr. Coupe, through the entity Soul Sanctuary, has received a license to operate an up to 22-bed Residential Program for persons with substance use diagnoses from the Maine Department of Health and Human Services ("DHHS"). This license will allow Mr. Coupe to offer more comprehensive supportive services to residents to ensure their long-term stability and to accept MaineCare as payment for those services. Mr. Coupe intends to operate the Property as a 16-bed rather than 22-bed facility for practical and therapeutic reasons. Pending this conditional use approval and minor modifications to the building to meet City life safety requirements, the Property is ready to be operated as a Sheltered Care Group Home and provide both housing and services to individuals with substance use diagnoses.

The Property exceeds the minimum lot size requirements for Sheltered Care Group Homes (6,000 square feet), the proposed use is consistent with surrounding and permitted uses in the R-5 Zone and meets both the general conditional use standards set out in Section 6.5.2 of the Land Use Code and the specific requirements for Sheltered Care Group homes set out in Section 6.5.6.K. We outline the compliance with these standards below.

We note that Mr. Coupe also seeks a reasonable accommodation under the Federal Fair Housing Act and the Americans with Disabilities Act to increase the maximum occupancy of the Sheltered Care Group Home from 12 individuals to 16 individuals. This change would align with the expected occupancy that will be considered by Maine DHHS for the Property's Residential

Program license. We understand that this reasonable accommodation request will be addressed by the inspections department and is not a part of this appeal. In our view the increase from 12 to 16 individuals does not change the analysis with regard to the conditional use requirements set out below.

II. Conditional Use Requirements for Sheltered Care Group Homes.

6.5.2.A. The volume and type of vehicle traffic to be generated, hours of operation, expanse of pavement, and the number of parking spaces required are not substantially greater than would normally occur at surrounding uses or other allowable uses in the same zone.

The design and operation of the Sheltered Care Group Home at the property will have the same or similar impact to the residential uses permitted in the R-5 zone. The volume and type of vehicle traffic will be similar to the surrounding residential uses and the existing parking facilities at the Property are adequate without change. There will be no specific hours of operation and practically the Property will continue to be residential in nature, just with the added support of MaineCare funded services.

Residents at properties such as this, typically don't have cars and use public transportation to get back and forth from work and appointments. Accordingly, the vehicles accessing the property would primarily be vehicles of staff members and would not exceed the impact expected of residential properties of this size.

6.5.2.B. The proposed use will not create unsanitary or harmful conditions by reason of noise, glare, dust, sewage disposal, emissions to the air, odor, lighting, or litter.

The use property will continue to be residential in nature and the addition of supportive services will not create any unsanitary or harmful conditions as contemplated by this standard.

6.5.2.C. The design and operation of the proposed use, including but not limited to landscaping, screening, signs, loading, deliveries, trash or waste generation, arrangement of structures, and materials storage will not have a substantially greater effect/impact on surrounding properties than those associated with surrounding uses or other allowable uses in the zone.

The design and operation of the Property as a Sheltered Care Group Home will not change the existing character of the Property and will have no greater effect/impact on surrounding properties and other allowable uses in the zone. There will not be any signs. There is no daily or standard loading and delivery. Trash generation will be similar to other residential uses in the Zone. No material storage is contemplated at the Property.

6.5.2.D. The proposed use will meet any additional zone or use-specific standards identified in Tables 6- A to 6-F and Subsections 6.5.6 and 6.5.7.

There are no zone-specific standards applicable to Sheltered Care Group Homes. The use specific standards are as follows:

6.5.6.K.1. A sheltered care group home shall not be located within 500 feet of another, as measured along street lines to the respective property lines.

There is no other Sheltered Care Group Home within 500 feet of 1582 Forest Avenue as measured along street lines to the respective property lines.

6.5.6.K.2. The facility shall make provisions for adequate on-site staffing and supervision in accordance with applicable state licensing requirements. If a facility is not licensed by the state, there shall be a minimum of one staff person for every 10 residents or fraction thereof.

Per the State of Maine Department of Health and Human Services (“Maine DHHS”) regulating Recovery Residences, the proposed use of the property state licensing will require 1 staff person and the operator plans to employ one staff person as required by the license.

6.5.6.K.2. The Board of Appeals or Planning Board may impose conditions upon a conditional use permit concerning the creation or operation of a sheltered care group home including but not limited to the following: site and building maintenance; lighting; fencing; and other appropriate security measures; screening and buffering of parking areas; compatibility of any additions or alterations with the existing residential structure and limitation on the duration of a sheltered care group home permit.

Except for life safety changes required by Maine DHHS or by the City Code Enforcement Office, no additions or alterations are contemplated as part of the change in use. Any additional conditions placed on the Property impact the financial viability of the Property and the change in use to Sheltered Care Group Home. Given that the use is predominantly residential in nature and that the operation will employ one staff member, conditions that are authorized by Section 6.5.6.K.2. do not appear appropriate or necessary.

III. Supporting Documentation:

In support of this Application, we submit for your consideration the following supporting documentation referenced as follows:

Exhibit A. Conditional Use – Submission Checklist

Exhibit B. Zoning Board of Appeals Conditional Use Application Form

Exhibit C. Evidence of Right Title and Interest – Deed to Alexander P. Coupe

Exhibit D. Property Plans and Pictures

Exhibit E. Maine DHHS Residential Program Substance Abuse Agency License

November 20, 2023

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If you have any further questions, I am available any time by phone (207) 253-0518 or by email (gvogel@dwmlaw.com). Thank you very much for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Gary D. Vogel". The signature is written in a cursive, flowing style with a large, prominent "G" and "V".

Gary D. Vogel, Esq.

CITY OF PORTLAND
Planning & Urban Development Department



CONDITIONAL USE – PLANNING BOARD REVIEW SUBMISSION CHECKLIST Please submit each document as a separate PDF file. Please confirm by electronically checking the boxes in the left-hand column.		
Conditional uses are listed in the land use code for each zone. The applicant must address the general standards as well as any use- or zone-based conditional use standards contained in Article 6.5 of the land use code in the written application.		
GENERAL APPLICATION DOCUMENTS		
Yes	N/A	Project Description Cover letter with detailed project description
Yes	N/A	Completed Checklist – Conditional Use (this document)
Yes	N/A	Evidence of Right, Title and Interest Deeds, leases, or purchase and sales agreements
CONDITIONAL USE STANDARDS AND CRITERIA		
Yes	N/A	Traffic Demonstrate that the volume and type of vehicle traffic to be generated, hours of operation, expanse of pavement, and number of parking spaces required are not substantially greater than would normally occur at surrounding uses or other allowable uses in the zone.
Yes	N/A	Environmental Impacts Demonstrate that the proposed use will not create any unsanitary or harmful conditions by reason of noise, glare, dust, sewage disposal, emissions to the air, odor, lighting, or litter.
Yes	N/A	Design and Operation Demonstrate that the design and operation of the proposed use, including but not limited to landscaping, screening, signs, loading, deliveries, trash or waste generation, arrangement of structures, and materials storage will not have a substantially greater effect/impact on surrounding properties than those associated with surrounding uses or other allowable uses in the zone.
Yes	N/A	Use- and Zone-Specific Criteria Address any use- or zone-specific standards in Sections 6.5.6 and 6.5.7 of the land use code.

DLN:1002240195715

DEED OF SALE BY PERSONAL REPRESENTATIVE

MAINE REAL ESTATE TAX-Paid

That, **KRISTA M. LYNCH**, duly appointed and acting Personal Representative of the Estate of **BERNARD N. LARSEN**, deceased (testate), as shown by the probate records of the County of Cumberland, Maine (docket #2018-0488), and having given notice to each person succeeding to an interest in the real property described below at least ten (10) days prior to the date of the sale, or said notice having been waived, by the power conferred by the Maine Probate Code, and every other power, for consideration paid, grants to **ALEXANDER COUPE**, whose mailing address is 27 Cypress Street, Portland, ME 04103, with warranty covenants, the premises located in the City of Portland, County of Cumberland and State of Maine, being more particularly described in Exhibit A attached hereto and made a part hereof.

WITNESS my hand this 27th day of May, 2022.

Shane Andrew

Witness

Krista M Lynch

KRISTA M. LYNCH
Personal Representative of the
Estate of Bernard N. Larsen, deceased

State of South Carolina
County of Charleston

On May 27th, 2022, then personally appeared the above-named **KRISTA M. LYNCH**, in her capacity as Personal Representative of the Estate of Bernard N. Larsen and acknowledged the foregoing instrument to be her free act and deed in her said capacity.

Maureen Hullfish
Notary Public/Attorney
Name:

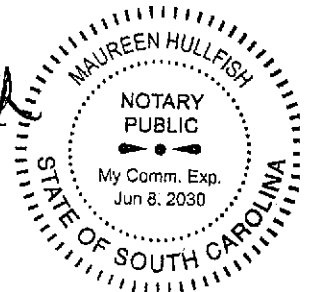


Exhibit A

A certain lot or parcel of land, with the buildings thereon situated on the westerly side of Forest Avenue, in said City of Portland, bounded and described as follows:

COMMENCING on said westerly side of Forest Avenue at the corner of land formerly of Almon D. Mann; thence running southeasterly by said Forest Avenue one hundred twenty-four (124) feet, more or less, to land conveyed by Albert S. Cressey to Elizabeth M. Murray; thence southwesterly by said Murray land one hundred twenty- seven and fifty-five hundredths (127.55) feet; thence southeasterly by said Murray line twenty-five (25) feet; thence southwesterly one hundred seventy-two and forty-five hundredths (172.45) feet to a point ten (10) feet from the southerly line of the first lot conveyed to Albert S. Cressey by Deering Loan and Building Association by deed dated June 16, 1941 and recorded in the Cumberland County Registry of Deeds in Book 1639, Page 496; thence northwesterly on a line parallel with the westerly line of said Forest Avenue ten (10) feet to the southerly line of said first lot; thence southwesterly parallel with said Mann land three hundred sixty (360) feet, more or less, to a stake; thence northwesterly parallel with Forest Avenue eight (8) rods to said Mann land; thence northeasterly by said Mann Land forty (40) rods, more or less, to said Forest Avenue at the point of beginning.

Subject to a parking easement which benefits land now or formerly owned by 3 Belfort, LLC as described in Easement Deed dated November 11, 2016 and recorded in the Cumberland County Registry of Deeds in Book 33615, Page 279.

Also conveying another parcel of land together with any buildings thereon, situated on Belfort Street in Portland in the County of Cumberland and being lot numbered three hundred one (301) as shown on plan of lots at Portland Villa Sites belonging to J.W. Wilbur Co., Inc. said plan being made by Ernest W. Branch C. E. dated July 9, 1918 and now recorded or to be recorded in Cumberland County Registry of Deeds. Said lot measures (30) feet on Belfort Street; Ninety eight and seventy eight one hundredths (98.78) feet on lot three hundred (300) on said plan, thirty feet (30) on land, owners unknown, on said plan, ninety eight and six tenths (98.6) feet on lot three hundred and two (302) on said plan. Together with the fee, in so far as the grantor to me or I have the right to convey the same, of all the streets and ways shown on said plan, in common with the owners of the other lots shown on said plan, and subject to the right of all the said lot owners to make any customary use of said street and ways.

Being the same premises conveyed to Bernard N. Larsen and Dorothy A. Larsen by deed dated November 12, 1970 and recorded in the Cumberland County Registry of Deeds in Book 3150, Page 622 and by deed dated November 12, 1970 and recorded in the said Registry of Deeds in Book 3150, Page 626. Dorothy A. Larsen died on January 12, 2012 and Bernard N. Larsen died on February 20, 2018.

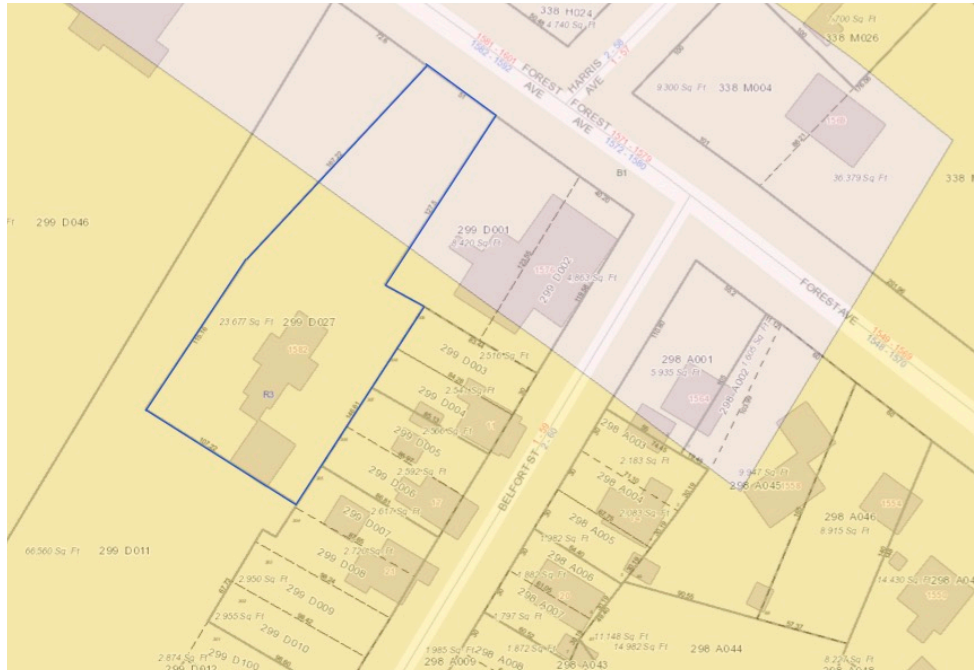
1582 FOREST AVE

EXHIBIT

D

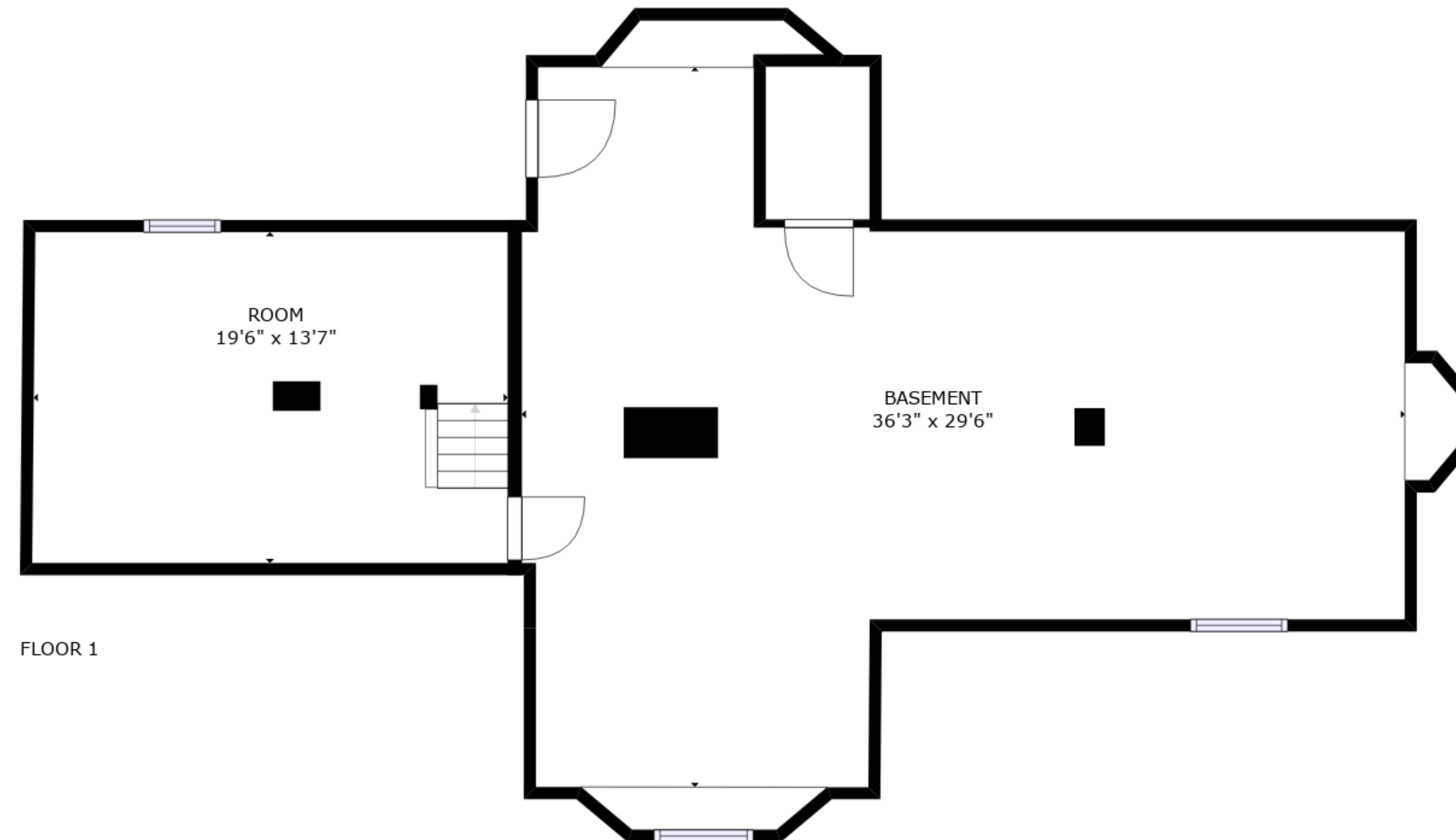
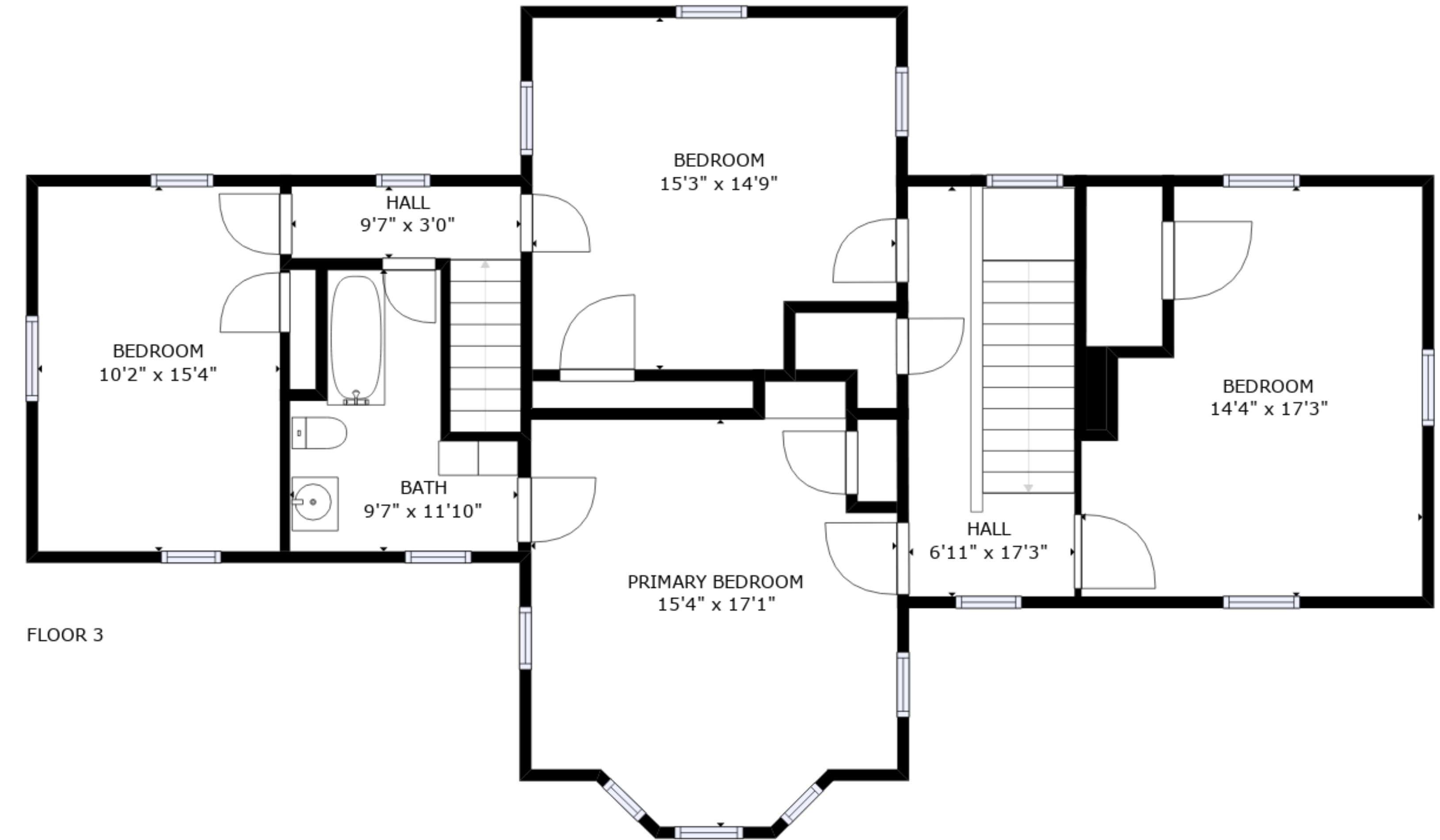
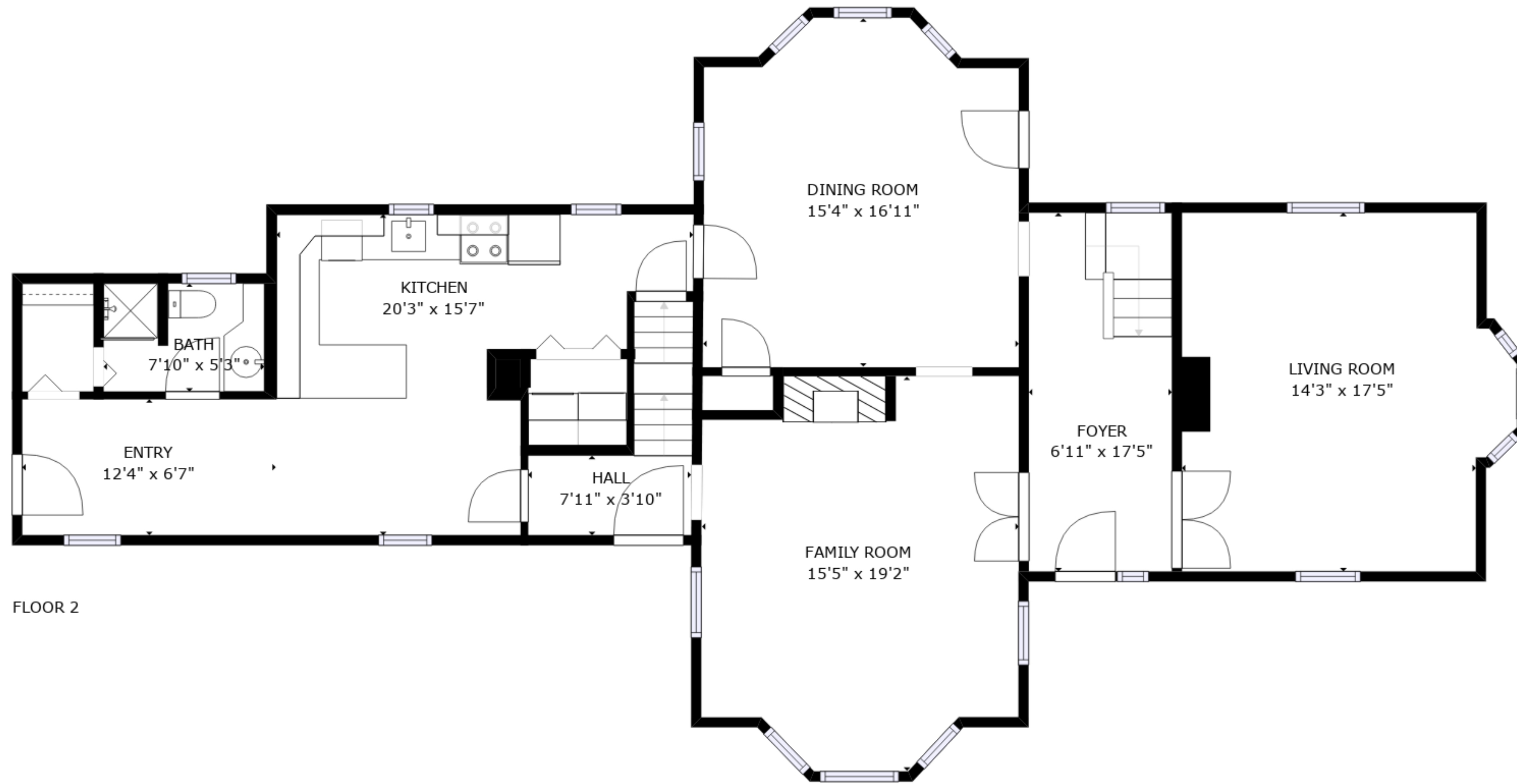


BUILDING PHOTOS



SITE LOCATION PLANS





GROSS INTERNAL AREA
 FLOOR 1: 1073 sq. ft, FLOOR 2: 1392 sq. ft
 FLOOR 3: 1199 sq. ft
 TOTAL: 3663 sq. ft

SIZES AND DIMENSIONS ARE APPROXIMATE, ACTUAL MAY VARY.

Janet T. Mills
Governor

Jeanne M. Lambrew
Commissioner



Department Of Health And Human Services
Licensing and Certification
11 State House Station
41 Anthony Avenue
Augusta, Maine 04333-0011
Tel.: (207) 287-9300; Toll Free: (800) 791-4080
TTY: Dial 711 (Maine Relay); Fax: (207) 287-5815

September 05, 2023

GABRIELLE ANDOLINA
SOUL SANCTUARY
1519 FOREST AVE, PORTLAND, ME 04103-1805

Dear **GABRIELLE ANDOLINA**:

In accordance with the Maine Revised Statutes and the rules pertaining thereto, as promulgated by the Department of Health and Human Services, a **Full License** to operate a **Substance Abuse Agency** is hereby issued to **SOUL SANCTUARY**. This license, **SAA735055**, is valid from **09/05/2023 - 01/13/2025**. This license is to provide the following services at the location indicated:

Module List: Residential Programs - Alcohol & Drug

Site List: 1519 FOREST AVE, PORTLAND, ME 04103-1805 (Issued 07/14/2022)
Residential - Alcohol & Drug Halfway House (Issued 07/14/2022, Capacity 15)

1582 FOREST AVE, PORTLAND, ME 04103 (Issued 04/25/2023)
Residential - Alcohol & Drug Halfway House (Issued 03/09/2023, Capacity 22)

251 PLEASANT AVE, PORTLAND, ME 04103-2523 (Issued 11/28/2022)
Residential - Alcohol & Drug Halfway House (Issued 10/31/2022, Capacity 16)

85 PLEASANT AVE, PORTLAND, ME 04103-3234 (Issued 11/08/2022)
Residential - Alcohol & Drug Halfway House (Issued 11/08/2022, Capacity 15)

A renewal reminder will be sent to you prior to the date of expiration of the license. If you do not receive a reminder, it is the agency's responsibility to contact licensing and actively seek to renew the license. The issuance of this license carries with it the right of the Department to supervise the operation of the facility for the purpose of assuring continued compliance with the rules.

Failure to maintain continued compliance may result in a recommendation for suspension, revocation or modification of the license as provided for in the Maine Statute. Renewal of the license will be based on continued compliance and performance.

The Agency must have a contract with the appropriate Department office before billing MaineCare .

Sincerely,

A handwritten signature in black ink that reads "Jennifer Gary".

Jennifer Gary
Program Manager
Behavioral Health Licensing
Division of Licensing & Regulatory Services

Enclosure



State of Maine
Department of Health and Human Services

This is to certify that
SOUL SANCTUARY
is hereby licensed to operate a
SUBSTANCE ABUSE AGENCY
in accordance with Maine State Law 14-118 CMR Chapter 5.

Residential Programs - Alcohol & Drug

License **SAA735055** is in effect from **09/05/2023** to **01/13/2025**.

A handwritten signature in cursive script that reads "Jeanne M. Lambrew".

November 20, 2023

Ann Machado
Zoning Administrator
389 Congress Street, Room 315
Portland, Maine 04101

RE: Conditional Use Application and Request for Reasonable
Accommodation for Proposed Shelter Care Group Home
at 99 Concord Street.

Dear Ms. Machado:

Alexander P. Coupe seeks conditional use approval to change the use at 99 Concord Avenue (the “Property”) from a two-family duplex to a Sheltered Care Group Home. As outlined below, Mr. Coupe’s proposed use of the Property meets the conditional use requirements of the Land Use Code.

I. Property and Project Background.

The Property is within the R-5 Zone. The Property is a 7,802 square foot lot with an existing duplex which has a total of 3,168 square feet of living area. There is existing parking on the Property for 2-4 vehicles. Mr. Coupe intends to apply for a license to operate a 16-bed Residential Program for persons with substance use diagnoses from the Maine Department of Health and Human Services (“DHHS”). This license will allow Mr. Coupe to offer more comprehensive supportive services to residents to ensure their long-term stability and to accept MaineCare as payment for those services.

The Property exceeds the minimum lot size requirements for Sheltered Care Group Homes (6,000 square feet), the proposed use is consistent with surrounding and permitted uses in the R-5 Zone and meets both the general conditional use standards set out in Section 6.5.2 of the Land Use Code and the specific requirements for Sheltered Care Group homes set out in Section 6.5.6.K. We outline the compliance with these standards below.

We note that Mr. Couple also seeks a reasonable accommodation under the Federal Fair Housing Act and the Americans with Disabilities Act to increase the maximum occupancy of the Sheltered Care Group Home from 12 individuals to 16 individuals. This change would align with the expected occupancy that will be considered by Maine DHHS for the Property’s Residential Program license. We understand that this reasonable accommodation request will be addressed by the inspections department and is not a part of this appeal. In our view the increase from 12 to 16 individuals does not change the analysis with regard to the conditional use requirements set out below.

II. Conditional Use Requirements for Sheltered Care Group Homes.

6.5.2.A. The volume and type of vehicle traffic to be generated, hours of operation, expanse of pavement, and the number of parking spaces required are not substantially greater than would normally occur at surrounding uses or other allowable uses in the same zone.

The design and operation of the Sheltered Care Group Home at the property will have the same or similar impact to the residential uses permitted in the R-5 zone. The volume and type of vehicle traffic will be similar to the surrounding residential uses and the existing parking facilities at the Property are adequate without change. There will be no specific hours of operation and practically the Property will continue to be residential in nature, just with the added support of MaineCare funded services.

Residents at properties such as this, typically don't have cars and use public transportation to get back and forth from work and appointments. Accordingly, the vehicles accessing the property would primarily be vehicles of staff members and would not exceed the impact expected of residential properties of this size.

6.5.2.B. The proposed use will not create unsanitary or harmful conditions by reason of noise, glare, dust, sewage disposal, emissions to the air, odor, lighting, or litter.

The use property will continue to be residential in nature and the addition of supportive services will not create any unsanitary or harmful conditions as contemplated by this standard.

6.5.2.C. The design and operation of the proposed use, including but not limited to landscaping, screening, signs, loading, deliveries, trash or waste generation, arrangement of structures, and materials storage will not have a substantially greater effect/impact on surrounding properties than those associated with surrounding uses or other allowable uses in the zone.

The design and operation of the Property as a Sheltered Care Group Home will not change the existing character of the Property and will have no greater effect/impact on surrounding properties and other allowable uses in the zone. There will not be any signs. There is no daily or standard loading and delivery. Trash generation will be similar to other residential uses in the Zone. No material storage is contemplated at the Property.

6.5.2.D. The proposed use will meet any additional zone or use-specific standards identified in Tables 6- A to 6-F and Subsections 6.5.6 and 6.5.7.

There are no zone-specific standards applicable to Sheltered Care Group Homes. The use specific standards are as follows:

6.5.6.K.1. A sheltered care group home shall not be located within 500 feet of another, as measured along street lines to the respective property lines.

There is no other Sheltered Care Group Home within 500 feet of 99 Concord Street.

November 20, 2023

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6.5.6.K.2. The facility shall make provisions for adequate on-site staffing and supervision in accordance with applicable state licensing requirements. If a facility is not licensed by the state, there shall be a minimum of one staff person for every 10 residents or fraction thereof.

Per the State of Maine Department of Health and Human Services ("Maine DHHS") regulating Recovery Residences, the proposed use of the property state licensing will require 1 staff person and the operator plans to employ one staff person as required by the license.

6.5.6.K.2. The Board of Appeals or Planning Board may impose conditions upon a conditional use permit concerning the creation or operation of a sheltered care group home including but not limited to the following: site and building maintenance; lighting; fencing; and other appropriate security measures; screening and buffering of parking areas; compatibility of any additions or alterations with the existing residential structure and limitation on the duration of a sheltered care group home permit.

Except for life safety changes required by Maine DHHS or by the City Code Enforcement Office, no additions or alterations are contemplated as part of the change in use. Any additional conditions placed on the Property impact the financial viability of the Property and the change in use to Sheltered Care Group Home. Given that the use is predominantly residential in nature and that the operation will employ one staff member, conditions that are authorized by Section 6.5.6.K.2. do not appear appropriate or necessary.

III. Supporting Documentation:

In support of this Application, we submit for your consideration the following supporting documentation referenced as follows:

Exhibit A. Conditional Use – Submission Checklist

Exhibit B. Zoning Board of Appeals Conditional Use Application Form

Exhibit C. Evidence of Right Title and Interest – Deed to Alexander P. Coupe

Exhibit D. Property Plans and Pictures

If you have any further questions, I am available any time by phone (207) 253-0518 or by email (gvogel@dwmlaw.com). Thank you very much for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Gary D. Vogel". The signature is stylized with a large, looped "G" and a cursive "Vogel".

Gary D. Vogel, Esq.

CITY OF PORTLAND
Planning & Urban Development Department



**CONDITIONAL USE – PLANNING BOARD REVIEW
 SUBMISSION CHECKLIST**

Please submit each document as a separate PDF file.
 Please confirm by electronically checking the boxes in the left-hand column.

Conditional uses are listed in the land use code for each zone. The applicant must address the general standards as well as any use- or zone-based conditional use standards contained in Article 6.5 of the land use code in the written application.

GENERAL APPLICATION DOCUMENTS

Yes	N/A	Project Description Cover letter with detailed project description
Yes	N/A	Completed Checklist – Conditional Use (this document)
Yes	N/A	Evidence of Right, Title and Interest Deeds, leases, or purchase and sales agreements

CONDITIONAL USE STANDARDS AND CRITERIA

Yes	N/A	Traffic Demonstrate that the volume and type of vehicle traffic to be generated, hours of operation, expanse of pavement, and number of parking spaces required are not substantially greater than would normally occur at surrounding uses or other allowable uses in the zone.
Yes	N/A	Environmental Impacts Demonstrate that the proposed use will not create any unsanitary or harmful conditions by reason of noise, glare, dust, sewage disposal, emissions to the air, odor, lighting, or litter.
Yes	N/A	Design and Operation Demonstrate that the design and operation of the proposed use, including but not limited to landscaping, screening, signs, loading, deliveries, trash or waste generation, arrangement of structures, and materials storage will not have a substantially greater effect/impact on surrounding properties than those associated with surrounding uses or other allowable uses in the zone.
Yes	N/A	Use- and Zone-Specific Criteria Address any use- or zone-specific standards in Sections 6.5.6 and 6.5.7 of the land use code.

EXHIBIT

C

1002240195810

WARRANTY DEED

Frank E. Neuts, a/k/a Frank Erich Neuts and Seth Neuts of Portland, Cumberland County, Maine, for consideration paid, grant(s) to **Alexander Philip Coupe** of Portland, Cumberland County, Maine (whose mailing address is 27 Cypress Street, Portland, ME 04103) with Warranty Covenants, the following described real estate:

See "Exhibit A" Attached

For grantors' source of title, reference may be had to a deed from Christopher D. Kidwell and Cheryl A. Hallett to the grantor(s) herein, dated September 11, 2015, recorded in Cumberland Registry of Deeds, Book 32588, Page 134.

Any and all other rights, easements, privileges and appurtenance belonging to the granted estate are hereby conveyed.

This conveyance is made subject to the property taxes assessed against the premises, which said taxes are to be prorated between the parties hereto as of the date of delivery of this deed in accordance with 36 M.R.S.A., sec. 558.

Witness my/our hand(s) and seal(s) this 31st day of May, 2022.

WITNESS:

Frank E. Neuts
Frank E. Neuts, a/k/a Frank Erich Neuts

Seth Neuts
Seth Neuts

STATE OF MAINE

Cumberland, ss

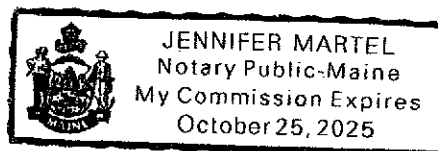
May 31, 2022

Then personally appeared the above named Frank E. Neuts, a/k/a Frank Erich Neuts and Seth Neuts and acknowledged the foregoing instrument to be his/her free act and deed.

Before me,

Jennifer Martel
Notary Public/Justice of the Peace
Commission Expiration:

File No.: 2022-2270



MAINE REAL ESTATE TAX-Paid

File No: 2022-2270

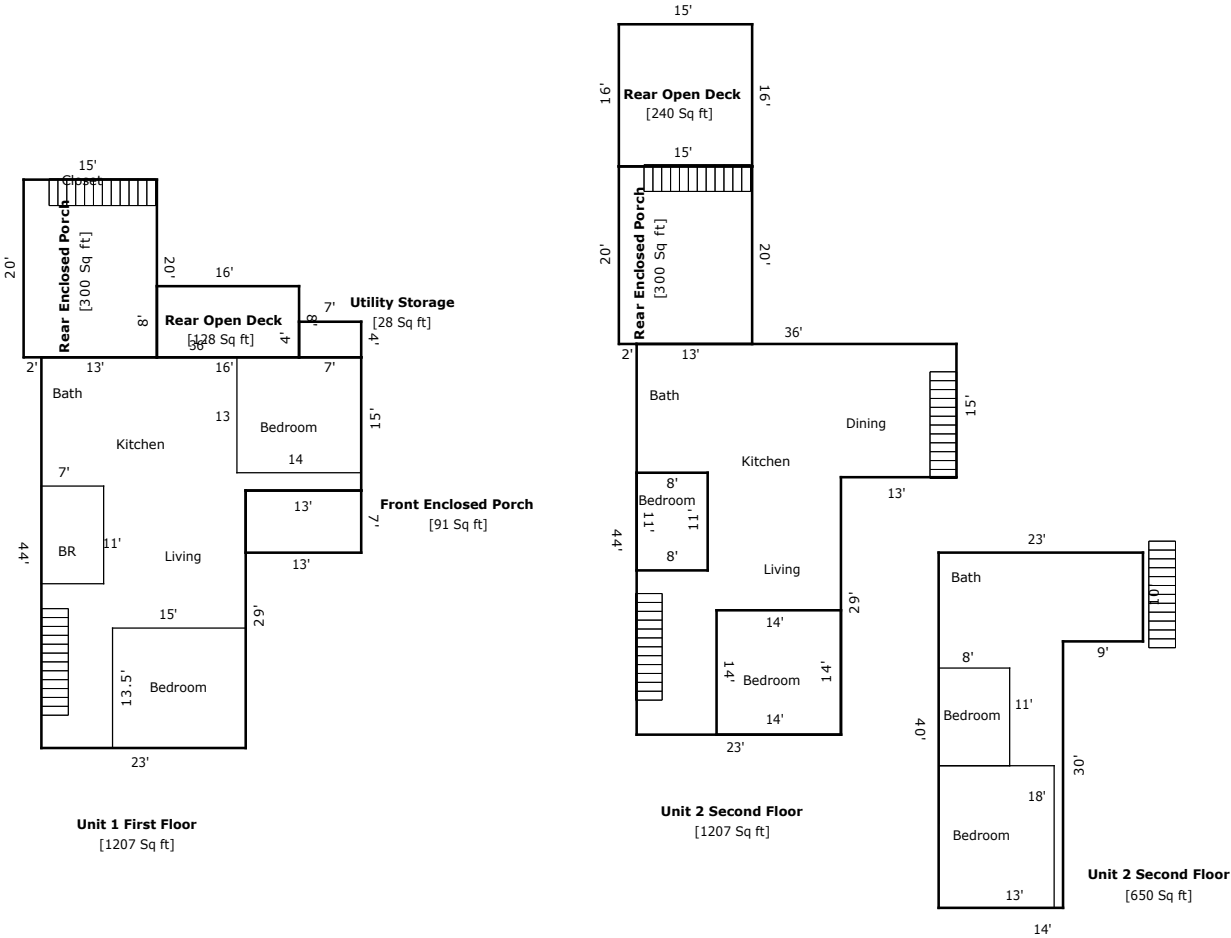
“Exhibit A”

A certain lot or parcel of land, with the buildings thereon, situated on the northerly side of Concord Street in the City of Portland, County of Cumberland, and State of Maine, bounded and described as follows:

Beginning on the northerly sideline of Concord Street at the southeasterly corner of land now or formerly of Miriam L. Norton; thence easterly by the northerly sideline of Concord Street sixty (60) feet to the southwesterly corner of land conveyed by Ernest D. Hartt et al., to Lloyd F. Benner et al., by deed dated November 3, 1971; thence northerly by said Benner land one hundred twenty-seven (127) feet to the land formerly of Daniel Furbish; thence westerly by said Furbish land sixty (60) feet to the northeasterly corner of said Norton land; thence southerly by said Norton land one hundred twenty-seven (127) feet to the point of beginning.

Building Sketch (Page - 1)

Borrower	Seth Neuts & Frank Neuts					
Property Address	99 Concord St					
City	Portland	County	Cumberland	State	ME	Zip Code 04103-3120
Lender/Client	Guild Mortgage Company					



TOTAL Sketch by a la mode, inc.

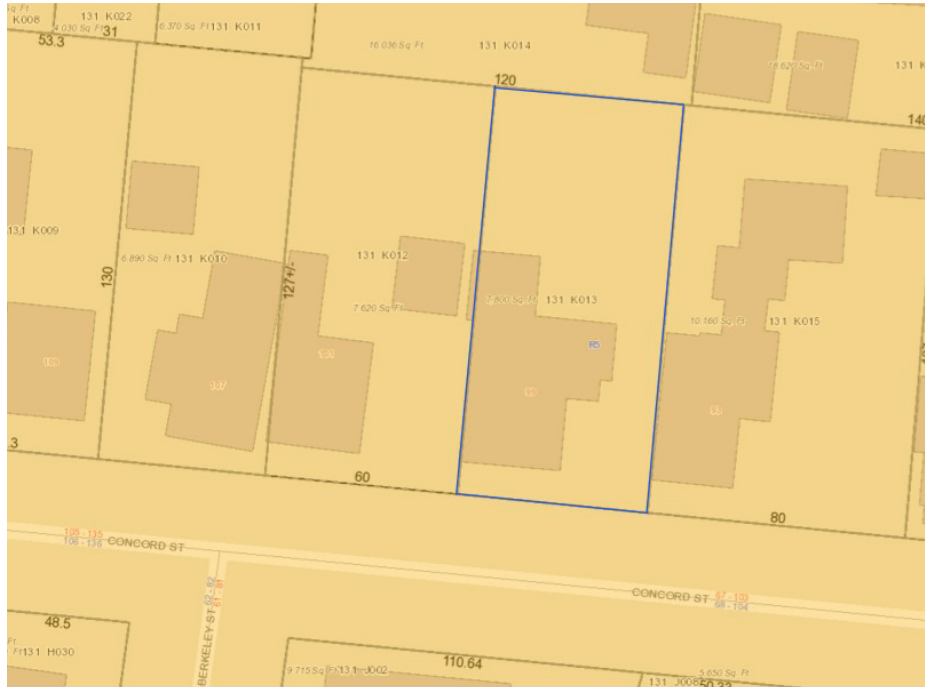
Building Sketch (Page - 2)

Borrower	Seth Neuts & Frank Neuts					
Property Address	99 Concord St					
City	Portland	County	Cumberland	State	ME	Zip Code 04103-3120
Lender/Client	Guild Mortgage Company					

TOTAL Sketch by a la mode, inc.

Area Calculations Summary

Living Area		Calculation Details	
Unit 1 First Floor	1207 Sq ft	15 × 13 = 195 23 × 44 = 1012	
Unit 2 Second Floor	650 Sq ft	10 × 9 = 90 14 × 40 = 560	
Unit 2 Second Floor	1207 Sq ft	15 × 13 = 195 23 × 44 = 1012	
Total Living Area (Rounded):		3064 Sq ft	
Non-living Area			
Rear Enclosed Porch	300 Sq ft	20 × 15 = 300	
Rear Open Deck	128 Sq ft	8 × 16 = 128	
Utility Storage	28 Sq ft	4 × 7 = 28	
Front Enclosed Porch	91 Sq ft	13 × 7 = 91	
Rear Enclosed Porch	300 Sq ft	20 × 15 = 300	
Rear Open Deck	240 Sq ft	15 × 16 = 240	
Undefined Area	88 Sq ft	11 × 8 = 88	
Undefined Area	196 Sq ft	14 × 14 = 196	

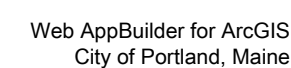


SITE LOCATION PLANS





-  Smoke
-  Pull Station
-  Horn / Strobe
-  Strobe
-  Fire Extinguisher
-  Sleeping Area
-  Egress Path



A1.1

November 20, 2023

Ann Machado
Zoning Administrator
389 Congress Street, Room 315
Portland, Maine 04101

RE: Conditional Use Application and Request for Reasonable
Accommodation for Proposed Shelter Care Group Home
at 85 Pleasant Avenue.

Dear Ms. Machado:

Sarah G. Coupe seeks conditional use approval to change the use at 85 Pleasant Avenue (the "Property") from a two-family duplex to a Sheltered Care Group Home. As outlined below, Ms. Coupe's proposed use of the Property meets the conditional use requirements of the Land Use Code.

I. Property and Project Background.

The Property is within the R-5 Zone. The Property is a 7,148 square foot lot with an existing duplex which has a total of 3,232 square feet of living area. There is existing parking on the Property for 2-6 vehicles. Ms. Coupe, through her entity Soul Sanctuary, has received a license to operate 15-bed Residential Program for persons with substance use diagnoses from the Maine Department of Health and Human Services ("DHHS"). This license allows Ms. Coupe to offer more comprehensive supportive services to residents to ensure their long-term stability and to accept MaineCare as payment for those services. Pending this conditional use approval and minor modifications to the building to meet City life safety requirements, the Property is ready to be operated as a Sheltered Care Group Home and provide both housing and services to individuals with substance use diagnoses.

The Property exceeds the minimum lot size requirements for Sheltered Care Group Homes (6,000 square feet), the proposed use is consistent with surrounding and permitted uses in the R-5 Zone and meets both the general conditional use standards set out in Section 6.5.2 of the Land Use Code and the specific requirements for Sheltered Care Group homes set out in Section 6.5.6.K. We outline the compliance with these standards below.

We note that Ms. Couple also seeks a reasonable accommodation under the Federal Fair Housing Act and the Americans with Disabilities Act to increase the maximum occupancy of the Sheltered Care Group Home from 12 individuals to 15 individuals. This change would align the Property's occupancy with what was approved by Maine DHHS for the Property's Residential Program license. We understand that this reasonable accommodation request will be addressed by the

inspections department and is not a part of this appeal. In our view the increase from 12 to 16 individuals does not change the analysis with regard to the conditional use requirements set out below.

II. Conditional Use Requirements for Sheltered Care Group Homes.

6.5.2.A. The volume and type of vehicle traffic to be generated, hours of operation, expanse of pavement, and the number of parking spaces required are not substantially greater than would normally occur at surrounding uses or other allowable uses in the same zone.

The design and operation of the Sheltered Care Group Home at the property will have the same or similar impact to the residential uses permitted in the R-5 zone. The volume and type of vehicle traffic will be similar to the surrounding residential uses and the existing parking facilities at the Property are adequate without change. There will be no specific hours of operation and practically the Property will continue to be residential in nature, just with the added support of MaineCare funded services.

Residents at properties such as this, typically don't have cars and use public transportation to get back and forth from work and appointments. Accordingly, the vehicles accessing the property would primarily be vehicles of staff members and would not exceed the impact expected of residential properties of this size.

6.5.2.B. The proposed use will not create unsanitary or harmful conditions by reason of noise, glare, dust, sewage disposal, emissions to the air, odor, lighting, or litter.

The use property will continue to be residential in nature and the addition of supportive services will not create any unsanitary or harmful conditions as contemplated by this standard.

6.5.2.C. The design and operation of the proposed use, including but not limited to landscaping, screening, signs, loading, deliveries, trash or waste generation, arrangement of structures, and materials storage will not have a substantially greater effect/impact on surrounding properties than those associated with surrounding uses or other allowable uses in the zone.

The design and operation of the Property as a Sheltered Care Group Home will not change the existing character of the Property and will have no greater effect/impact on surrounding properties and other allowable uses in the zone. There will not be any signs. There is no daily or standard loading and delivery. Trash generation will be similar to other residential uses in the Zone. No material storage is contemplated at the Property.

6.5.2.D. The proposed use will meet any additional zone or use-specific standards identified in Tables 6- A to 6-F and Subsections 6.5.6 and 6.5.7.

There are no zone specific standards applicable to Sheltered Care Group Homes. The use specific standards are as follows:

6.5.6.K.1. A sheltered care group home shall not be located within 500 feet of another, as measured along street lines to the respective property lines.

There is no other Sheltered Care Group Home within 500 feet of 85 Pleasant Avenue as measured along street lines to the respective property lines. The proposed Sheltered Care Group Home at 251 Pleasant Avenue would be 2070 feet away.

6.5.6.K.2. The facility shall make provisions for adequate on-site staffing and supervision in accordance with applicable state licensing requirements. If a facility is not licensed by the state, there shall be a minimum of one staff person for every 10 residents or fraction thereof.

Per the State of Maine Department of Health and Human Services (“Maine DHHS”) regulating Recovery Residences, the proposed use of the property state licensing will require 1 staff person and the operator plans to employ one staff person as required by the license.

6.5.6.K.2. The Board of Appeals or Planning Board may impose conditions upon a conditional use permit concerning the creation or operation of a sheltered care group home including but not limited to the following: site and building maintenance; lighting; fencing; and other appropriate security measures; screening and buffering of parking areas; compatibility of any additions or alterations with the existing residential structure and limitation on the duration of a sheltered care group home permit.

Except for life safety changes required by Maine DHHS or by the City Code Enforcement Office, no additions or alterations are contemplated as part of the change in use. Any additional conditions placed on the Property impact the financial viability of the Property and the change in use to Sheltered Care Group Home. Given that the use is predominantly residential in nature and that the operation will employ one staff member, conditions that are authorized by Section 6.5.6.K.2. do not appear appropriate or necessary.

III. Supporting Documentation:

In support of this Application, we submit for your consideration the following supporting documentation referenced as follows:

- Exhibit A. Conditional Use – Submission Checklist
- Exhibit C. Zoning Board of Appeals Conditional Use Application Form
- Exhibit B. Evidence of Right Title and Interest – Deed to Sarah G. Coupe
- Exhibit D. Property Plans and Pictures
- Exhibit E. DHHS Residential Program – Alcohol & Drug

November 20, 2023

Page 4

If you have any further questions, I am available any time by phone (207) 253-0518 or by email (gvogel@dwmlaw.com). Thank you very much for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Gary Vogel". The signature is written in a cursive, flowing style with a long, sweeping underline.

Gary D. Vogel, Esq.

CITY OF PORTLAND
Planning & Urban Development Department



**CONDITIONAL USE – PLANNING BOARD REVIEW
SUBMISSION CHECKLIST**

Please submit each document as a separate PDF file.
Please confirm by electronically checking the boxes in the left-hand column.

Conditional uses are listed in the land use code for each zone. The applicant must address the general standards as well as any use- or zone-based conditional use standards contained in Article 6.5 of the land use code in the written application.

GENERAL APPLICATION DOCUMENTS

Yes	N/A	Project Description Cover letter with detailed project description
Yes	N/A	Completed Checklist – Conditional Use (this document)
Yes	N/A	Evidence of Right, Title and Interest Deeds, leases, or purchase and sales agreements

CONDITIONAL USE STANDARDS AND CRITERIA

Yes	N/A	Traffic Demonstrate that the volume and type of vehicle traffic to be generated, hours of operation, expanse of pavement, and number of parking spaces required are not substantially greater than would normally occur at surrounding uses or other allowable uses in the zone.
Yes	N/A	Environmental Impacts Demonstrate that the proposed use will not create any unsanitary or harmful conditions by reason of noise, glare, dust, sewage disposal, emissions to the air, odor, lighting, or litter.
Yes	N/A	Design and Operation Demonstrate that the design and operation of the proposed use, including but not limited to landscaping, screening, signs, loading, deliveries, trash or waste generation, arrangement of structures, and materials storage will not have a substantially greater effect/impact on surrounding properties than those associated with surrounding uses or other allowable uses in the zone.
Yes	N/A	Use- and Zone-Specific Criteria Address any use- or zone-specific standards in Sections 6.5.6 and 6.5.7 of the land use code.



EXHIBIT
B

CITY OF PORTLAND
Permitting and Inspections Department
Zoning Board of Appeals
Conditional Use Application

Applicant Information:

Applicant Name: Sarah G. Coupe Phone: (207) 615 - 4356
Business Name (if applicable): Portland Recovery Group LLC Email: Sarahcoupe@yahoo.com
Mailing Address: 27 Cypress St Portland ME 04103
Is the applicant an agent, representative, or lessee of the property owner/purchaser? ☒ Yes ☐ No
Name of Property Owner/Purchaser: Sarah G. Coupe Phone: () -
Business Name (if applicable): Email:
Mailing Address:

Property and Project Information:

Property Address: 85 Pleasant Ave Zone: R5
Tax Assessor's CBL: 131 2 12 Current Use of Property: Two Family
Chart # Block # Lot #
Applying for a Conditional Use authorized by Portland Code of Ordinances, Chapter 14, Section 6.5
Description of Proposed Project: Maine Care Behavioral Health Facility

STANDARDS: Upon a showing that a proposed use is a conditional use under this article, a conditional use permit shall not be granted unless the Board determines that:

1. The volume and type of vehicle traffic to be generated, hours of operation, expanse of pavement, and the number of parking spaces required are not substantially greater than what would normally occur at surrounding uses or other allowable uses in the same zone; and
2. The proposed use will not create unsanitary or harmful conditions by reason of noise, glare, dust, sewage disposal, emissions to the air, odor, lighting, or litter; and
3. The design and operation of the proposed use, including but not limited to landscaping, screening, signs, loading deliveries, trash or waste generation, arrangement of structures, and materials storage will not have a substantially greater effect/impact on surrounding properties than those associated with surrounding uses of other allowable uses in the zone.

The undersigned hereby makes application for a conditional use as described above, and certifies that the information herein is true and correct to the best of his or her knowledge and belief.

Applicant signature: [Signature] Date: 11/13/20

QUITCLAIM DEED WITH COVENANT

Maine Statutory Short Form

DLN: 1001740017318

KNOW ALL PERSONS BY THESE PRESENTS, That

Philip J. Coupe and Linda G. Coupe

of 251 Pine Point Road, Scarborough, ME 04074,

for consideration paid, grants to **Sarah G. Coupe**

of 251 Pleasant Avenue, Portland, ME 04103

with **quitclaim covenants**, the land in Portland, County of Cumberland, and State of Maine, described on the attached **EXHIBIT A**.

WITNESS our/my hand(s) and seal(s) this 23rd day of October, 2017.

*Signed, Sealed and Delivered in
presence of:*


Philip J. Coupe

Linda G. Coupe

STATE OF MAINE

October 23, 2017

COUNTY OF *Cumberland*

Then personally appeared the above named Philip J. Coupe and Linda G. Coupe and acknowledged the foregoing instrument to be his/her/their free act and deed.

Before me,



Notary Public

Printed Name: _____

My Commission Expires: _____

KELLY A. WALTON
NOTARY-PUBLIC
STATE OF MAINE
MY COMM. EXP. APRIL 02, 2023

Exhibit A

A certain lot or parcel of land, together with the buildings and other improvements thereon, situated on the northerly side of Pleasant Avenue and the westerly side of Florence Street, at the corner formed by said Street and Avenue, in the City of Portland, County of Cumberland and State of Maine, and more particularly bounded and described as follows:

Beginning at a point on the northerly sideline of said Avenue at the southeasterly corner of a lot of land conveyed by Charles S. Harmon and Annie B.H. Matthew to Marshall Purington; thence running northerly along the easterly sideline of said Purington's lot, one hundred ten (110) feet to a point; thence easterly and parallel with Pleasant Avenue, sixty-five (65) feet, more or less, to said Florence Street; thence southerly along the westerly sideline of said Florence Street, one hundred ten (110) feet to said Pleasant Avenue; thence westerly along said Pleasant Avenue sixty-five (65) feet, more or less, to the point of beginning.

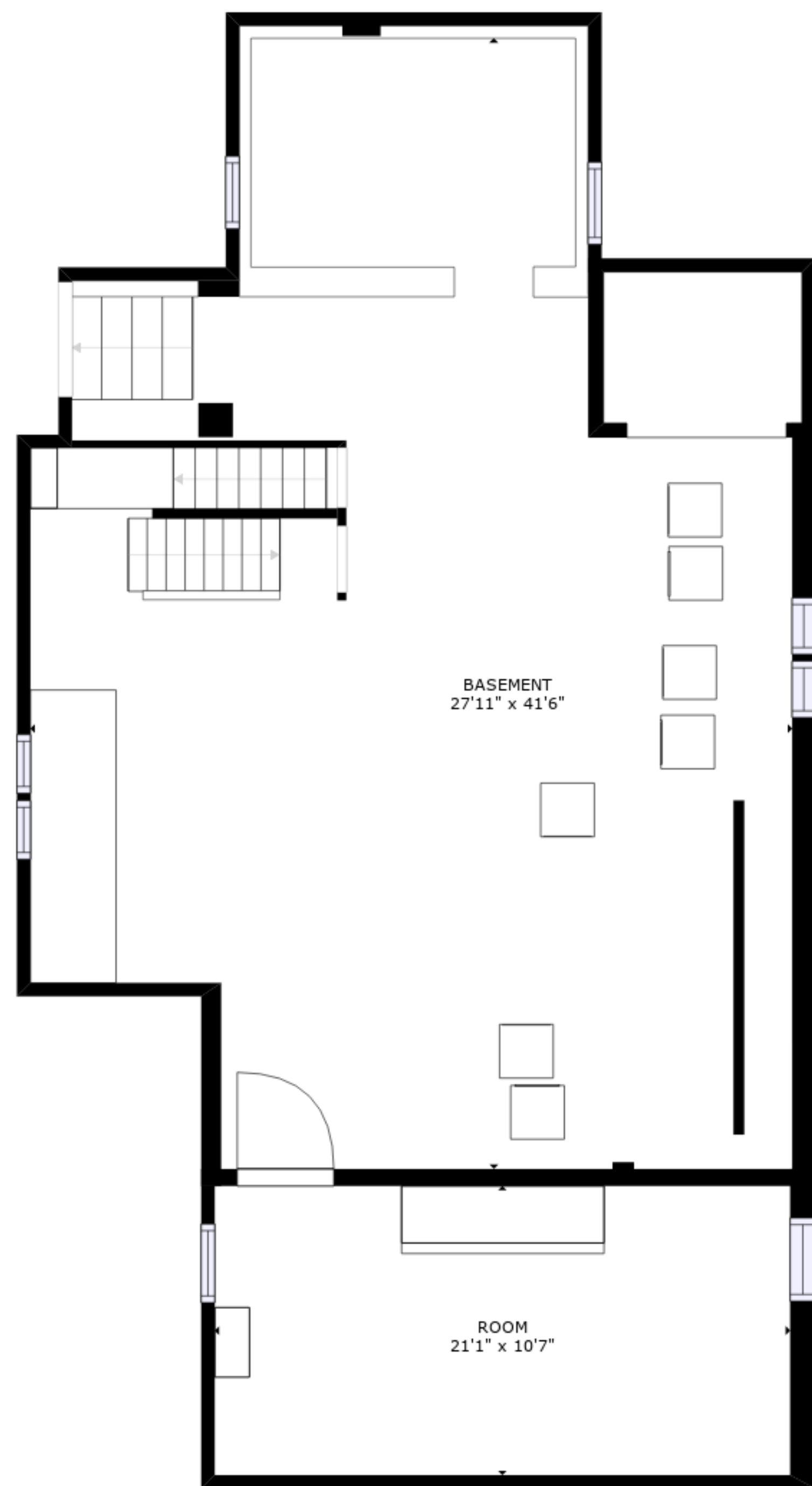
Reference is made to Warranty Deed from Casco Bay Quality Homes, LLC, dated April 10, 2015, and recorded April 14, 2015, in Book 32201, Page 107 in the Cumberland County Registry of Deeds.

85 PLEASANT AVE

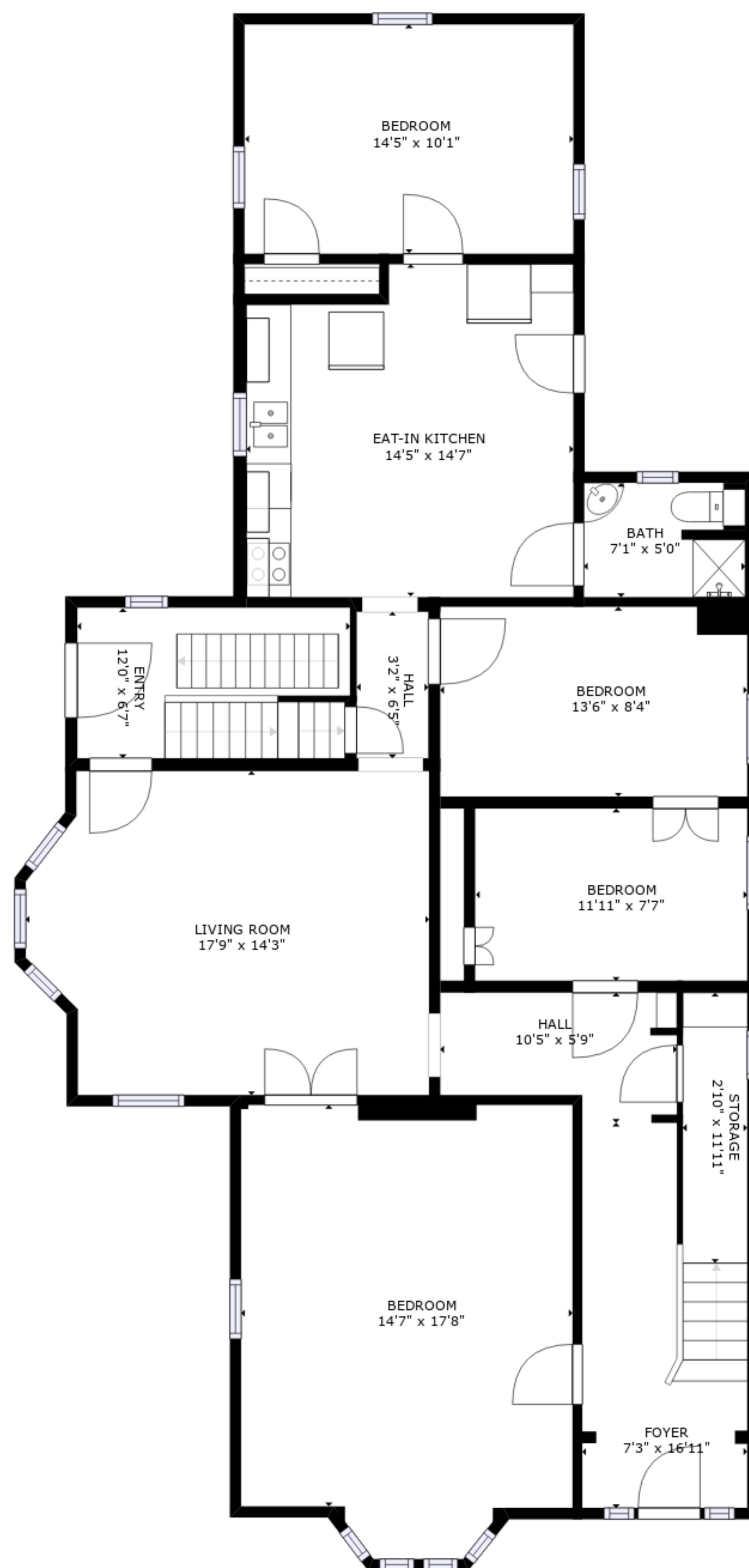


SITE LOCATION PLANS

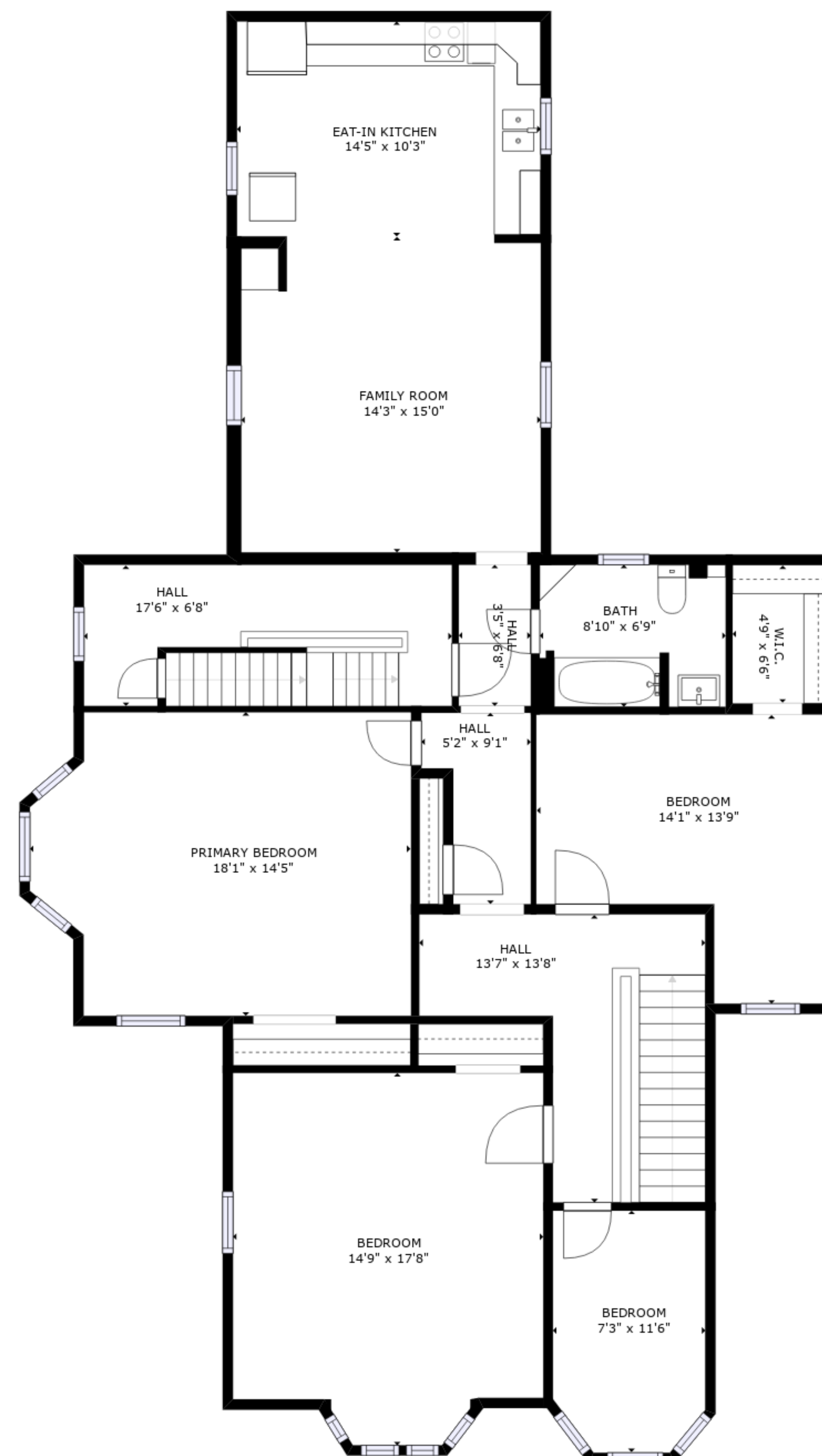




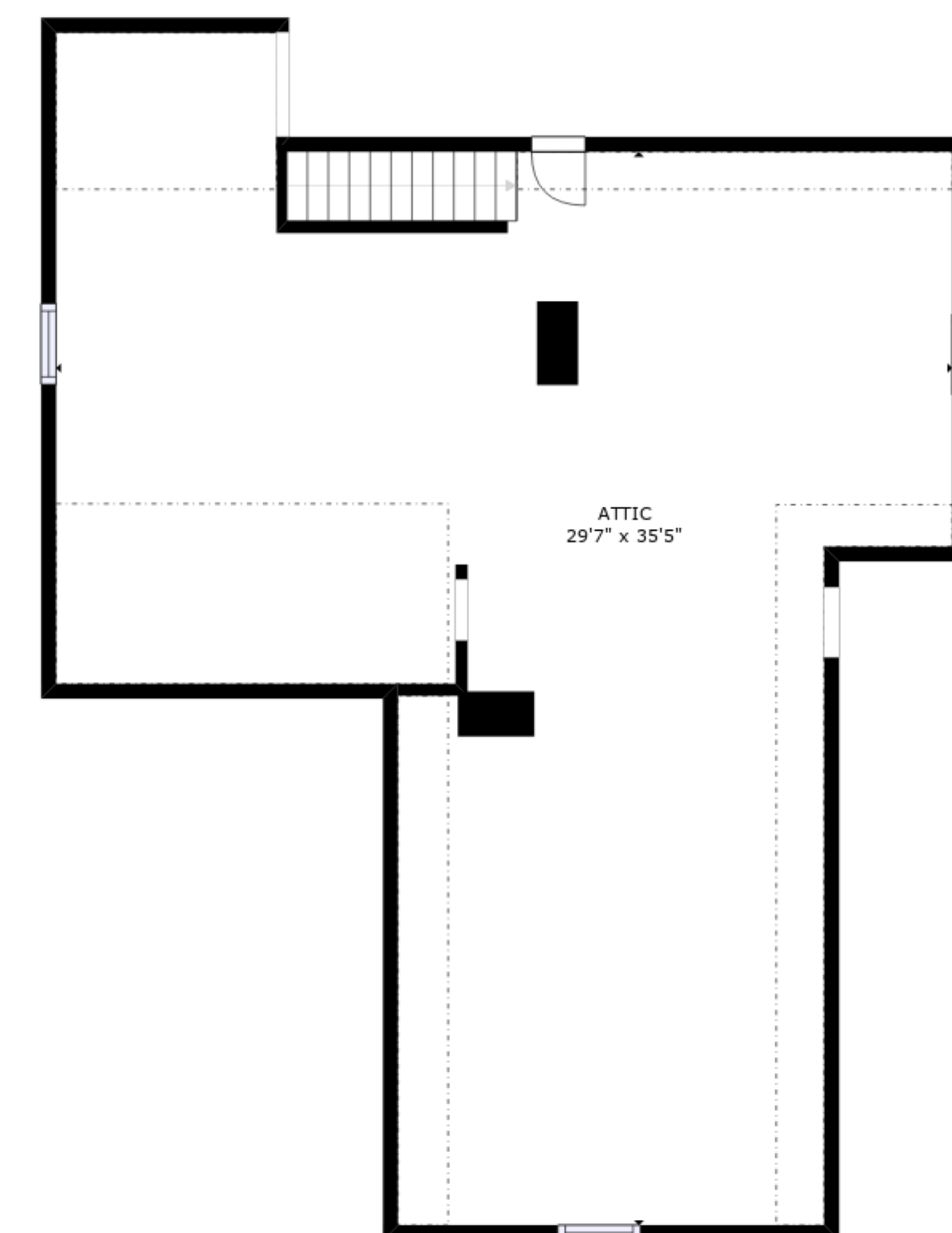
FLOOR 1



FLOOR 2



FLOOR 3



FLOOR 4

GROSS INTERNAL AREA
 FLOOR 1: 1214 sq. ft, FLOOR 2: 1474 sq. ft
 FLOOR 3: 1572 sq. ft, FLOOR 4: 576 sq. ft
 EXCLUDED AREAS: , REDUCED HEADROOM BELOW 1.5M: 205 sq. ft
 TOTAL: 4837 sq. ft
 SIZES AND DIMENSIONS ARE APPROXIMATE, ACTUAL MAY VARY.

Janet T. Mills
Governor

Jeanne M. Lambrew
Commissioner



Department Of Health And Human Services
Licensing and Certification
11 State House Station
41 Anthony Avenue
Augusta, Maine 04333-0011
Tel.: (207) 287-9300; Toll Free: (800) 791-4080
TTY: Dial 711 (Maine Relay); Fax: (207) 287-5815

September 05, 2023

GABRIELLE ANDOLINA
SOUL SANCTUARY
1519 FOREST AVE, PORTLAND, ME 04103-1805

Dear **GABRIELLE ANDOLINA**:

In accordance with the Maine Revised Statutes and the rules pertaining thereto, as promulgated by the Department of Health and Human Services, a **Full License** to operate a **Substance Abuse Agency** is hereby issued to **SOUL SANCTUARY**. This license, **SAA735055**, is valid from **09/05/2023 - 01/13/2025**. This license is to provide the following services at the location indicated:

Module List: Residential Programs - Alcohol & Drug

Site List: 1519 FOREST AVE, PORTLAND, ME 04103-1805 (Issued 07/14/2022)
Residential - Alcohol & Drug Halfway House (Issued 07/14/2022, Capacity 15)

1582 FOREST AVE, PORTLAND, ME 04103 (Issued 04/25/2023)
Residential - Alcohol & Drug Halfway House (Issued 03/09/2023, Capacity 22)

251 PLEASANT AVE, PORTLAND, ME 04103-2523 (Issued 11/28/2022)
Residential - Alcohol & Drug Halfway House (Issued 10/31/2022, Capacity 16)

85 PLEASANT AVE, PORTLAND, ME 04103-3234 (Issued 11/08/2022)
Residential - Alcohol & Drug Halfway House (Issued 11/08/2022, Capacity 15)

A renewal reminder will be sent to you prior to the date of expiration of the license. If you do not receive a reminder, it is the agency's responsibility to contact licensing and actively seek to renew the license. The issuance of this license carries with it the right of the Department to supervise the operation of the facility for the purpose of assuring continued compliance with the rules.

Failure to maintain continued compliance may result in a recommendation for suspension, revocation or modification of the license as provided for in the Maine Statute. Renewal of the license will be based on continued compliance and performance.

The Agency must have a contract with the appropriate Department office before billing MaineCare .

Sincerely,

A handwritten signature in black ink that reads "Jennifer Gary".

Jennifer Gary
Program Manager
Behavioral Health Licensing
Division of Licensing & Regulatory Services

Enclosure



State of Maine
Department of Health and Human Services

This is to certify that
SOUL SANCTUARY
is hereby licensed to operate a
SUBSTANCE ABUSE AGENCY
in accordance with Maine State Law 14-118 CMR Chapter 5.

Residential Programs - Alcohol & Drug

License **SAA735055** is in effect from **09/05/2023** to **01/13/2025**.

A handwritten signature in cursive script that reads "Jeanne M. Lambrew".

November 20, 2023

Ann Machado
Zoning Administrator
389 Congress Street, Room 315
Portland, Maine 04101

RE: Conditional Use Application and Request for Reasonable
Accommodation for Proposed Shelter Care Group Home
at 251 Pleasant Avenue.

Dear Ms. Machado:

Sarah G. Coupe seeks conditional use approval to change the use at 251 Pleasant Avenue (the "Property") from a two-family duplex to a Sheltered Care Group Home. As outlined below, Ms. Coupe's proposed use of the Property meets the conditional use requirements of the Land Use Code.

I. Property and Project Background.

The Property is within the R-5 Zone. The Property is a 6,826 square foot lot with an existing duplex which has a total of 3,168 square feet of living area. There is existing parking on the Property for 4-6 vehicles. Ms. Coupe, through her entity Soul Sanctuary, has received a license to operate a 16-bed Residential Program for persons with substance use diagnoses from the Maine Department of Health and Human Services ("DHHS"). This license allows Ms. Coupe to offer more comprehensive supportive services to residents to ensure their long-term stability and to accept MaineCare as payment for those services. Pending this conditional use approval and minor modifications to the building to meet City life safety requirements, the Property is ready to be operated as a Sheltered Care Group Home and provide both housing and services to individuals with substance use diagnoses.

The Property exceeds the minimum lot size requirements for Sheltered Care Group Homes (6,000 square feet), the proposed use is consistent with surrounding and permitted uses in the R-5 Zone and meets both the general conditional use standards set out in Section 6.5.2 of the Land Use Code and the specific requirements for Sheltered Care Group homes set out in Section 6.5.6.K. We outline the compliance with these standards below.

We note that Ms. Coupe also seeks a reasonable accommodation under the Federal Fair Housing Act and the Americans with Disabilities Act to increase the maximum occupancy of the Sheltered Care Group Home from 12 individuals to 16 individuals. This change would align the Property's occupancy with what was approved by Maine for the Property's Residential Program license from DHHS. We understand that this reasonable accommodation request will be addressed by the

inspections department and is not a part of this appeal. In our view the increase from 12 to 16 individuals does not change the analysis with regard to the conditional use requirements set out below.

II. Conditional Use Requirements for Sheltered Care Group Homes.

6.5.2.A. The volume and type of vehicle traffic to be generated, hours of operation, expanse of pavement, and the number of parking spaces required are not substantially greater than would normally occur at surrounding uses or other allowable uses in the same zone.

The design and operation of the Sheltered Care Group Home at the property will have the same or similar impact to the residential uses permitted in the R-5 zone. The volume and type of vehicle traffic will be similar to the surrounding residential uses and the existing parking facilities at the Property are adequate without change. There will be no specific hours of operation and practically the Property will continue to be residential in nature, just with the added support of MaineCare funded services.

Residents at properties such as this, typically don't have cars and use public transportation to get back and forth from work and appointments. Accordingly, the vehicles accessing the property would primarily be vehicles of staff members and would not exceed the impact expected of residential properties of this size.

6.5.2.B. The proposed use will not create unsanitary or harmful conditions by reason of noise, glare, dust, sewage disposal, emissions to the air, odor, lighting, or litter.

The use property will continue to be residential in nature and the addition of supportive services will not create any unsanitary or harmful conditions as contemplated by this standard.

6.5.2.C. The design and operation of the proposed use, including but not limited to landscaping, screening, signs, loading, deliveries, trash or waste generation, arrangement of structures, and materials storage will not have a substantially greater effect/impact on surrounding properties than those associated with surrounding uses or other allowable uses in the zone.

The design and operation of the Property as a Sheltered Care Group Home will not change the existing character of the Property and will have no greater effect/impact on surrounding properties and other allowable uses in the zone. There will not be any signs. There is no daily or standard loading and delivery. Trash generation will be similar to other residential uses in the Zone. No material storage is contemplated at the Property.

6.5.2.D. The proposed use will meet any additional zone or use-specific standards identified in Tables 6- A to 6-F and Subsections 6.5.6 and 6.5.7.

There are no zone-specific standards applicable to Sheltered Care Group Homes. The use specific standards are as follows:

6.5.6.K.1. A sheltered care group home shall not be located within 500 feet of another, as measured along street lines to the respective property lines.

There is no other Sheltered Care Group Home within 500 feet of 251 Pleasant Avenue as measured along street lines to the respective property lines. The proposed Sheltered Care Group Home at 85 Pleasant Avenue would be 2070 feet away.

6.5.6.K.2. The facility shall make provisions for adequate on-site staffing and supervision in accordance with applicable state licensing requirements. If a facility is not licensed by the state, there shall be a minimum of one staff person for every 10 residents or fraction thereof.

Per the State of Maine Department of Health and Human Services (“Maine DHHS”) regulating Recovery Residences, the proposed use of the property state licensing will require 1 staff person and the operator plans to employ one staff person as required by the license.

6.5.6.K.2. The Board of Appeals or Planning Board may impose conditions upon a conditional use permit concerning the creation or operation of a sheltered care group home including but not limited to the following: site and building maintenance; lighting; fencing; and other appropriate security measures; screening and buffering of parking areas; compatibility of any additions or alterations with the existing residential structure and limitation on the duration of a sheltered care group home permit.

Except for life safety changes required by Maine DHHS or by the City Code Enforcement Office, no additions or alterations are contemplated as part of the change in use. Any additional conditions placed on the Property impact the financial viability of the Property and the change in use to Sheltered Care Group Home. Given that the use is predominantly residential in nature and that the operation will employ one staff member, conditions that are authorized by Section 6.5.6.K.2. do not appear appropriate or necessary.

III. Supporting Documentation:

In support of this Application, we submit for your consideration the following supporting documentation referenced as follows:

- Exhibit A. Conditional Use – Submission Checklist
- Exhibit C. Zoning Board of Appeals Conditional Use Application Form
- Exhibit B. Evidence of Right Title and Interest – Deed to Sarah G. Coupe
- Exhibit D. Property Plans and Pictures
- Exhibit E. DHHS Residential Program – Alcohol & Drug

November 20, 2023

Page 4

If you have any further questions, I am available any time by phone (207) 253-0518 or by email (gvogel@dwmlaw.com). Thank you very much for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Gary Vogel". The signature is written in a cursive, flowing style with a large, prominent "G" and "V".

Gary D. Vogel, Esq.

CONDITIONAL USE – PLANNING BOARD REVIEW SUBMISSION CHECKLIST		
Please submit each document as a separate PDF file. Please confirm by electronically checking the boxes in the left-hand column.		
Conditional uses are listed in the land use code for each zone. The applicant must address the general standards as well as any use- or zone-based conditional use standards contained in Article 6.5 of the land use code in the written application.		
GENERAL APPLICATION DOCUMENTS		
Yes	N/A	Project Description Cover letter with detailed project description
Yes	N/A	Completed Checklist – Conditional Use (this document)
Yes	N/A	Evidence of Right, Title and Interest Deeds, leases, or purchase and sales agreements
CONDITIONAL USE STANDARDS AND CRITERIA		
Yes	N/A	Traffic Demonstrate that the volume and type of vehicle traffic to be generated, hours of operation, expanse of pavement, and number of parking spaces required are not substantially greater than would normally occur at surrounding uses or other allowable uses in the zone.
Yes	N/A	Environmental Impacts Demonstrate that the proposed use will not create any unsanitary or harmful conditions by reason of noise, glare, dust, sewage disposal, emissions to the air, odor, lighting, or litter.
Yes	N/A	Design and Operation Demonstrate that the design and operation of the proposed use, including but not limited to landscaping, screening, signs, loading, deliveries, trash or waste generation, arrangement of structures, and materials storage will not have a substantially greater effect/impact on surrounding properties than those associated with surrounding uses or other allowable uses in the zone.
Yes	N/A	Use- and Zone-Specific Criteria Address any use- or zone-specific standards in Sections 6.5.6 and 6.5.7 of the land use code.

EXHIBIT

C

WARRANTY DEED

DLN: 1001740016524

Maine Statutory Short Form

KNOW ALL PERSONS BY THESE PRESENTS, That**Linda G. Coupe and Philip J. Coupe**

of 251 Pine Point Road, Scarborough, ME 04074

for consideration paid, grant to **Sarah G. Coupe**

of 251 Pleasant Avenue, Portland, ME 04103

with **warranty covenants**, the land in the City of Portland, County of Cumberland, and State of Maine, described on the attached **EXHIBIT A**.**WITNESS** our hand(s) and seal(s) this 14th day of September, 2017.*Signed, Sealed and Delivered in
presence of:*

Kristin A. Conant
(to both)

Linda G. Coupe
 Linda G. Coupe
P. Coupe
 Philip J. Coupe

STATE OF MAINE

September 14, 2017

COUNTY OF *Cumberland*

Then personally appeared the above named Linda G. Coupe and Philip J. Coupe and acknowledged the foregoing instrument to be their free act and deed.

Before me,

Kristin A. Conant
 Notary Public
 Printed Name: Kristin A. Conant
 My Commission Expires: 11-02-2020

MAINE REAL ESTATE TAX-Paid

Exhibit A

A certain lot or parcel of land with the buildings thereon, situated in the City of Portland, County of Cumberland and State of Maine, and bounded and described as follows, viz:

Beginning at a point at the intersection of the northerly side line of Pleasant Avenue, formerly known as Pleasant Street, and the southeasterly side line of Leland Street, formerly known as Smith Street; thence northeasterly along the said southeasterly side line of Leland Street ninety-nine (99) feet and six (6) inches, more or less, to land now or formerly owned by Margaret Jordan; thence at right angles with the last mentioned course, and by Margaret Jordan's land, seventy-four (74) feet, more or less, to Caroline P.K. Smarden's land; thence at right angles with the last mentioned course and by said Smarden's land, eighty-five (85) feet, more or less, to the northerly side of Pleasant Avenue; thence by the line of said Pleasant Avenue northwesterly seventy-six (76) feet, more or less, to the point begun at.

Reference is hereby made to a Warranty Deed from Pauline A. Melanson, dated August 23, 2010, and recorded on August 24, 2010, in Book 28018, Page 238 in the Cumberland County Registry of Deeds.

251 PLEASANT AVE

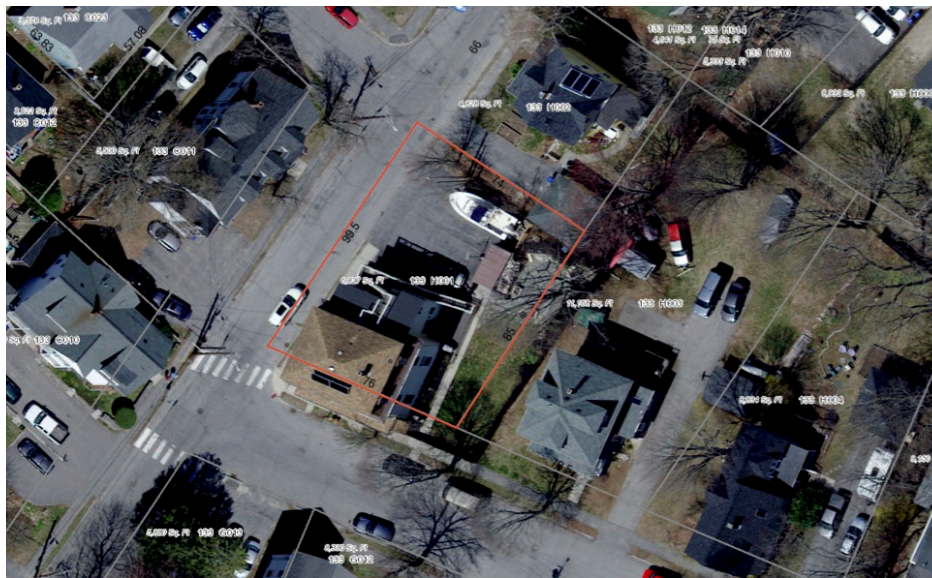
EXHIBIT

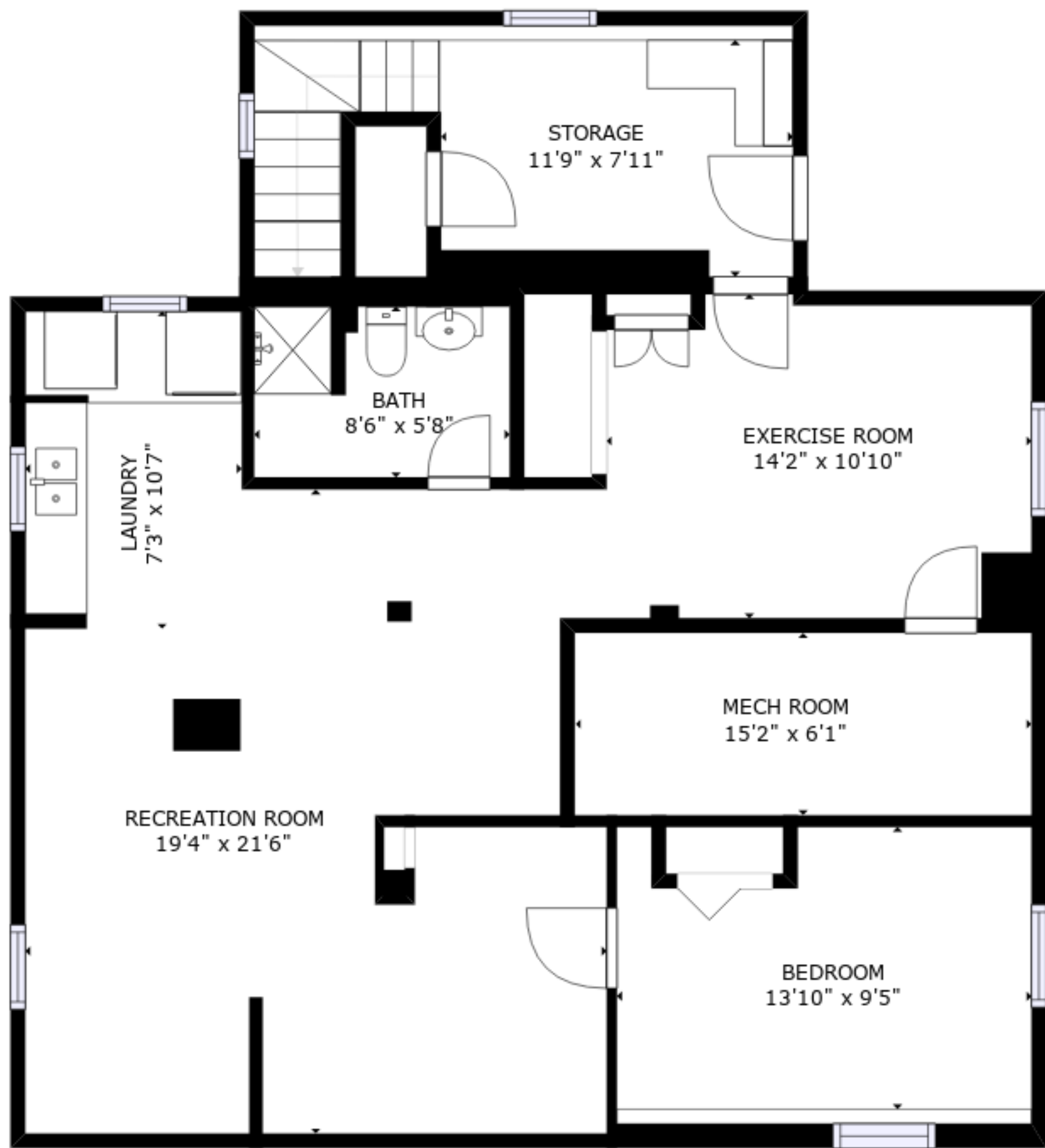
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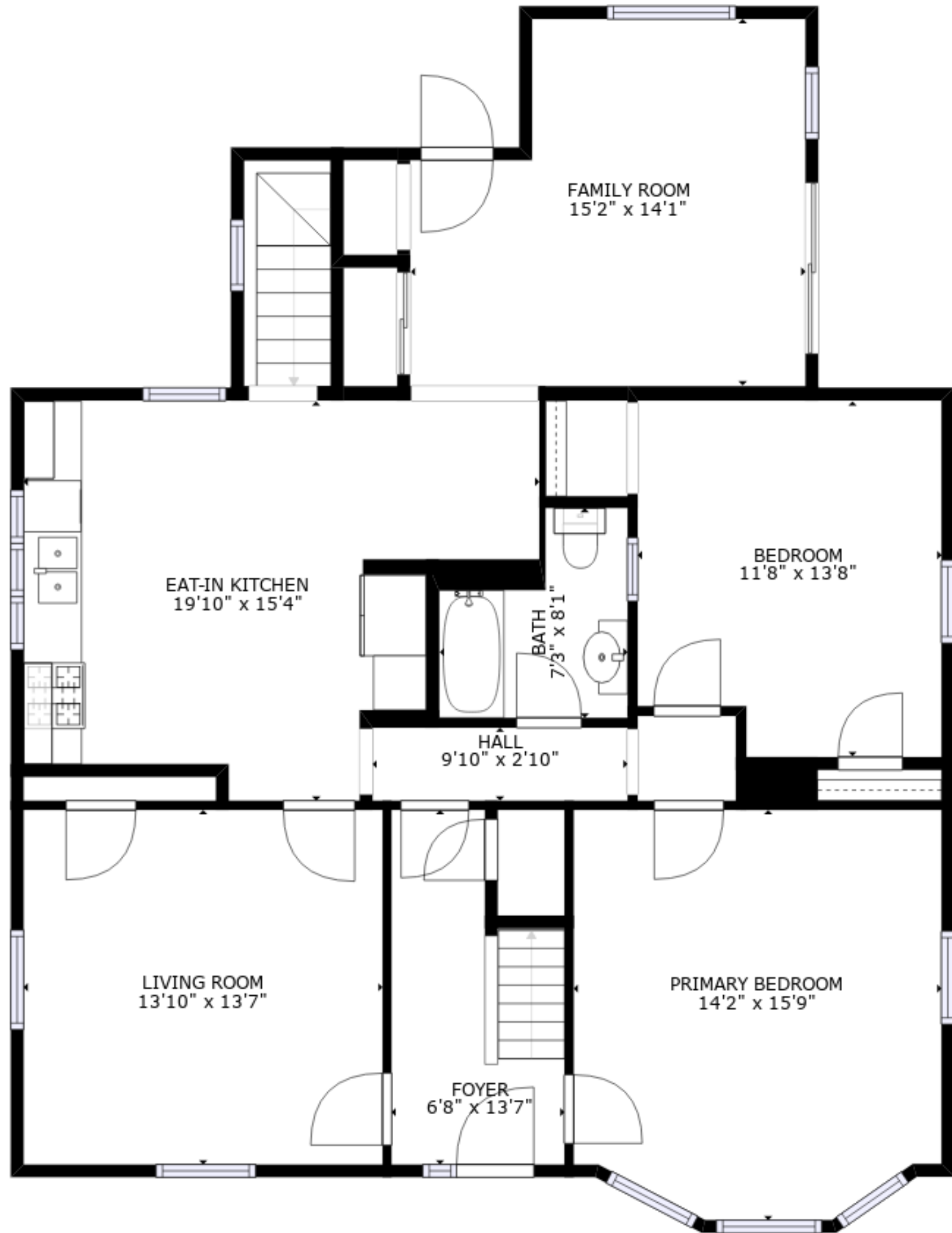
STREET VIEWS CORNER OF PLEASANT AVE AND LELAND STREET



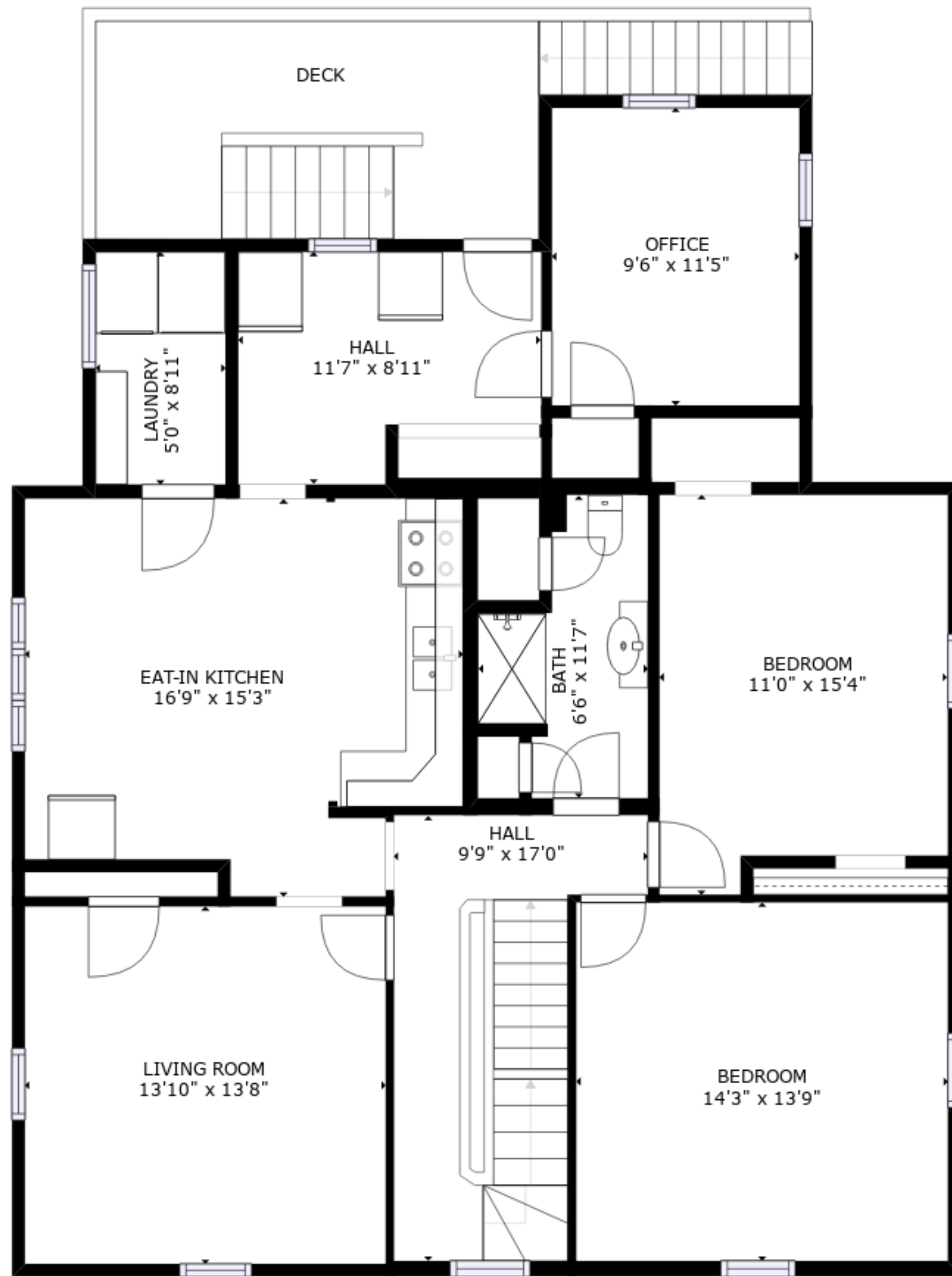




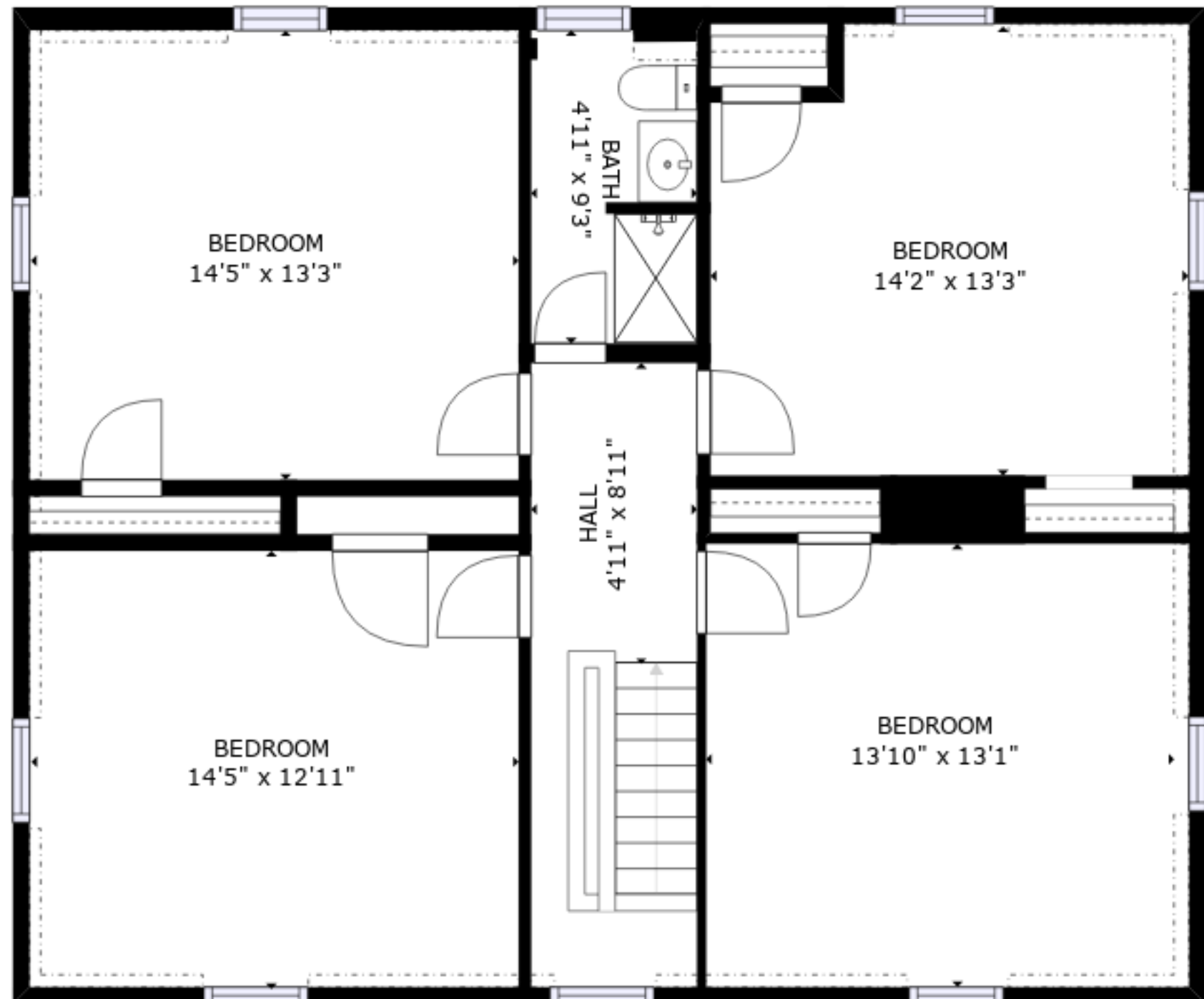
FLOOR 1



FLOOR 2



FLOOR 3



FLOOR 4

GROSS INTERNAL AREA
 FLOOR 1: 1087 sq. ft, FLOOR 2: 1311 sq. ft
 FLOOR 3: 1342 sq. ft, FLOOR 4: 941 sq. ft
 EXCLUDED AREAS: , DECK: 142 sq. ft
 REDUCED HEADROOM BELOW 1.5M: 33 sq. ft
 TOTAL: 4680 sq. ft

SIZES AND DIMENSIONS ARE APPROXIMATE, ACTUAL MAY VARY.

Janet T. Mills
Governor

Jeanne M. Lambrew
Commissioner



Department Of Health And Human Services
Licensing and Certification
11 State House Station
41 Anthony Avenue
Augusta, Maine 04333-0011
Tel.: (207) 287-9300; Toll Free: (800) 791-4080
TTY: Dial 711 (Maine Relay); Fax: (207) 287-5815

September 05, 2023

GABRIELLE ANDOLINA
SOUL SANCTUARY
1519 FOREST AVE, PORTLAND, ME 04103-1805

Dear **GABRIELLE ANDOLINA**:

In accordance with the Maine Revised Statutes and the rules pertaining thereto, as promulgated by the Department of Health and Human Services, a **Full License** to operate a **Substance Abuse Agency** is hereby issued to **SOUL SANCTUARY**. This license, **SAA735055**, is valid from **09/05/2023 - 01/13/2025**. This license is to provide the following services at the location indicated:

Module List: Residential Programs - Alcohol & Drug

Site List: 1519 FOREST AVE, PORTLAND, ME 04103-1805 (Issued 07/14/2022)
Residential - Alcohol & Drug Halfway House (Issued 07/14/2022, Capacity 15)

1582 FOREST AVE, PORTLAND, ME 04103 (Issued 04/25/2023)
Residential - Alcohol & Drug Halfway House (Issued 03/09/2023, Capacity 22)

251 PLEASANT AVE, PORTLAND, ME 04103-2523 (Issued 11/28/2022)
Residential - Alcohol & Drug Halfway House (Issued 10/31/2022, Capacity 16)

85 PLEASANT AVE, PORTLAND, ME 04103-3234 (Issued 11/08/2022)
Residential - Alcohol & Drug Halfway House (Issued 11/08/2022, Capacity 15)

A renewal reminder will be sent to you prior to the date of expiration of the license. If you do not receive a reminder, it is the agency's responsibility to contact licensing and actively seek to renew the license. The issuance of this license carries with it the right of the Department to supervise the operation of the facility for the purpose of assuring continued compliance with the rules.

Failure to maintain continued compliance may result in a recommendation for suspension, revocation or modification of the license as provided for in the Maine Statute. Renewal of the license will be based on continued compliance and performance.

The Agency must have a contract with the appropriate Department office before billing MaineCare .

Sincerely,

A handwritten signature in black ink that reads "Jennifer Gary".

Jennifer Gary
Program Manager
Behavioral Health Licensing
Division of Licensing & Regulatory Services

Enclosure



State of Maine
Department of Health and Human Services

This is to certify that
SOUL SANCTUARY
is hereby licensed to operate a
SUBSTANCE ABUSE AGENCY
in accordance with Maine State Law 14-118 CMR Chapter 5.

Residential Programs - Alcohol & Drug

License **SAA735055** is in effect from **09/05/2023** to **01/13/2025**.

A handwritten signature in cursive script that reads "Jeanne M. Lambrew".