1. Legal Ad

   Documents: PB LEGAL AD 3-8-16.PDF

2. Agenda

   Documents: PB AGENDA 3-8-16.PDF

3. 40 Quebec Street

   3.I. Report And Report Attachments

   Documents: QUEBEC ST. - 40 (REPORT AND ATTACHMENTS).PDF

   3.II. Applicants Submittal

   Documents: QUEBEC ST. - 40 (APPLICANTS SUBMITTAL).PDF

   3.III. Plans

   Documents: QUEBEC ST. - 40 (PLANS).PDF

4. 443 Congress Street

   4.I. Report

   Documents: PB REPORT.PDF

   4.II. Report Attachments

   Documents: CONGRESS ST. - 443 (REPORT ATTACHMENTS).PDF

   4.III. Applicants Submittal (Subdivision And Site Plan)

   Documents: CONGRESS ST. - 443 (APPLICANTS SUBMITTAL - SUBD. AND SITE PLAN).PDF

   4.IV. Applicants Submittal (IZ Conditional Use)

   Documents: CONGRESS ST. - 443 (APPLICANTS SUBMITTAL) IZ CONDITIONAL USE.PDF

   4.V. Plans

   Documents: CONGRESS ST. - 443 (PLANS).PDF

5. 5-9 Romasco Lane

   5.I. Report

   Documents: ROMASCO LANE - 5-9 (REPORT).PDF

   5.II. Report Attachments

   Documents: ROMASCO LANE - 5-9 (REPORT ATTACHMENTS).PDF

   5.III. Applicants Submittal

   Documents: ROMASCO LANE - 5-9 (APPLICANTS SUBMITTAL).PDF

   5.IV. Plans

Documents: ROMASCO LANE - 5-9 (PLANS).PDF

6. 101 York Street

6.I. Report

Documents: YORK ST. - 101 (REPORT).PDF

6.II. Report Attachments

Documents: YORK ST. - 101 (REPORT ATTACHMENTS).PDF

6.III. Applicants Submittal

Documents: YORK ST. - 101 (APPLICANTS SUBMITTAL).PDF

6.IV. Plans

Documents: YORK ST. - 101 (PLANS).PDF

7. Text Amendments To Sections 14-485 And 14-486

7.I. Report And Attachments

Documents: TEXT AMENDMENTS.PDF

LEGAL ADVERTISEMENT
PORTLAND PLANNING BOARD MEETING

The Portland Planning Board will hold a meeting on Tuesday, March 8, 2016, Council Chambers, 2nd Floor, City Hall, 389 Congress Street. **Public comments will be taken at this meeting.**

There is no Workshop portion of this meeting.

Public Hearing – 5:30 p.m.

i. Appeal of Partial Curb Cut Waiver for a Level I: Minor Residential Application; 40 Quebec Street, Katherine Howe and Matthew Murrell, Applicant (5:30-6:30 estimated time). Katherine Howe and Matthew Murrel requested a waiver of 12 feet from the Section 1.7.1 of the Technical Manual that requires a minimum 20 separation between driveways and is seeking an appeal of the Planning Authority decision, which granted a partial waiver of 2 feet in order to have an 18 foot separation between driveways. The Planning Board will conduct a de-novo review of the Level 1: Minor Residential application.

ii. Level III Site Plan and Conditional Use to Ensure Workforce Housing; 443 Congress Street; Northland Enterprises, LLC., Applicant. (6:30-7:30 p.m. estimated time) The Portland Planning Board will hold a public hearing to consider the conversion of 27,000 sq. ft. of office space into 28 residential apartments at 443 Congress Street. The upper four floors of the existing building will be converted into 4 efficiencies, 16 one-bedroom, and 8 two-bedroom units. The applicant is proposing 4 units to meet the ensure Workforce Housing requirements. The lower three floors will remain an office use with entrance off Congress Street. The site is located within the Downtown Business B-3 zone and the Congress Street Historic District.

iii. Level III Site Plan and Subdivision; 5-9 Romasco Lane; David Klenicki, representing Legacy 18 Development, Inc., Applicant. (7:30-8:30 p.m. estimated time) The Portland Planning Board will hold a public hearing to consider a Level III Site Plan and Subdivision application for a new four unit building at 5-9 Romasco Lane with a total floor area of 2,000 sq. ft. with 2 two bedroom units and 2 one bedroom units. Three parking spaces are proposed on the first level of the building. The 3,496 sq. ft. lot is located within the Residential R-6 zone.

iv. Level III Site Plan, Design Review; 101 York Street; JB Brown & Sons, Applicant. (8:30- 9:30 p.m. estimated time) On December 8, 2015, the Planning Board approved the Level III application for 101 York Street with a condition that the applicant shall provide additional exterior design information addressing wall sections and details for storefronts, cornices and entrances, specifidcations for windows and doors, and revised plans to differentiate the blank wall on the High Street façade. The applicant has revised the elevations and is requesting the Board's review in accordance with this condition.

v. Proposed text amendments to Sections 14-485 and 14-486, Affordable Housing, of the Land Use Code, City of Portland, Applicant. (estimated time 9:30) The Board will hold a public hearing on the proposed amendments to Sections 14-485 and 14-486 to increase the reduction of fees for entirely affordable developments and to clarify the definition of 'eligible project.

ELIZABETH BOEPPLE, CHAIR - PORTLAND PLANNING BOARD

CITY OF PORTLAND, MAINE

PLANNING BOARD

Elizabeth Boepple, Chair
Sean Dundon. Vice Chair
Bill Hall
Carol Morrissette
Jack Soley
David Eaton

AGENDA
PORTLAND PLANNING BOARD MEETING

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There is no Workshop portion of this meeting.

PUBLIC HEARING – 5:30 p.m.

1. ROLL CALL AND DECLARATION OF QUORUM

2. COMMUNICATIONS AND REPORTS

3. REPORT OF ATTENDANCE AT THE MEETING HELD ON FEBRUARY 23, 2016:
Workshop and Public Hearing: All members were present.

4. REPORT OF DECISIONS AT THE MEETING HELD ON FEBRUARY 23, 2016:

i. Zoning Text Amendment; IS-FBC zone; Joe Dasco, Applicant. Dundon moved and Hall seconded a motion to table this item. Vote: 6-0

ii. Zoning Text Amendments; IS-FBC and Division 20 Parking and Division 22 Sign Ordinance; City of Portland, Applicant. Dundon moved and Hall seconded a motion to recommend adoption of text amendments to Division 15.2, 20, and 22 (IS-FBC India Street Form-based Code Zone, Off-Street Parking, and Signs) Section 14-275.7, 14-332.1 and 14.369.5 to add cross-references and to correct a scriveners error associated with the new IS-FBC zone. Vote: 6-0

iii. Proposed Implementation Details for Section 14-487, Ensuring Workforce Housing; City of Portland, Applicant. Dundon moved and Hall seconded a motion to adopt the proposed regulations, as recommended with amendments from the City Staff. Vote: 6-0

iv. Proposed text amendments to Chapter 14, Land Use Code for creation of Permitting and Inspections Department, City of Portland, Applicant. Dundon moved and Hall seconded a motion to recommend to City Council the adoption of the proposed amendments. Vote: 6-0

5. NEW BUSINESS

i. Appeal of Partial Curb Cut Waiver for a Level I: Minor Residential Application; 40 Quebec Street, Katherine Howe and Matthew Murrell, Applicant. (5:30 - 6:30 estimated time). Katherine Howe and Matthew Murrell requested a waiver of 11 feet from the Section 1.7.1 of the Technical Manual that requires a minimum 20 separation between driveways and is seeking an appeal of the Planning Authority decision, which granted a partial waiver of 2 feet in order to

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ELIZABETH BOEPPLE, CHAIR - PORTLAND PLANNING BOARD

PLANNING BOARD REPORT
PORTLAND, MAINE

Appeal of Planning Authority Determination that a
Level I: Minor Residential Site Plan Is Required for A Curb Cut Waiver
40 Quebec Street

Submitted to: Portland Planning Board Public Hearing Date: March 8, 2016	Prepared by: Philip DiPeirro, Development Review Coordinator and Barbara Barhydt, Development Review Services Manager Date: March 4, 2016

I. INTRODUCTION: REQUEST FOR AN APPEAL

On February 18, 2016, the Planning Authority approved a Level I: Minor Residential application for a two-family house at 40 Quebec Street (Attachment 1). The applicants, Matthew Murrell and Katherine Howe, requested a waiver of the 20 feet separation between driveways to allow a separation of 9 feet. The Department of Public Works did not recommend support of this waiver, but did support a partial waiver of 2 feet resulting in an 18 feet separation between an existing and the proposed driveway. The Planning Authority granted a partial waiver of the separation to allow 18 feet as part of the Level I approval.

Mr. Matthew Murrell and Ms. Katherine Howe are requesting an appeal of the Planning Authority determination that was made on February 18, 2016, which finds that a waiver requesting a driveway separation of 9 feet between driveways as opposed to the required 20 feet separation, has been denied, and that a partial waiver granting 18 feet of separation has been approved. The applicant is appealing the partial waiver decision. Ms. Howe submitted her appeal on February 21, 2016 and it is included as Attachment 2. The back-up material for the appeal with a revised waiver request is Attachment 3, and the original waiver request is Attachment 4. The application and plans are included in the Applicant's submission.

Under Article II. Planning Board of the land use code, an appeal of an administrative determination is heard by the Planning Board. In hearing an appeal, the Planning Board conducts a de novo reviews. The provisions for an appeal of an administrative decision under the Site Plan Ordinance are as follows:

> **Sec. 14-529. Appeals.**
> (a) When the planning authority has approved, approved with conditions, or denied a site plan, or has approved a request to extend the expiration date of a Master Development Plan, any person aggrieved may appeal the decision to the planning board within thirty (30) calendar days of the date of the written decision of the planning authority. Upon the taking of such an appeal, the application or request for an extension shall be reviewed as a new application or request.

Thus the Planning Board will consider the application in its entirety.

Notices were sent to 45 property owners and it appeared in the Portland Press Herald on February 29 and March 1, 2016.

II. APPLICATION

A. Existing Conditions

On October 27, 2015, the Planning Authority received a Level I – Minor Residential site plan application to review, for the construction of a 2 family home at 40 Quebec Street. The site included a 100+ year old New England Cape style home situated on a 2,975 +/- square foot lot. A demolition permit has been issued for the house and the site plan showing the footprint of the original single family house is included as figure 1. The lot is located in the Residential R-6 zone and it is mid-block between the cross streets of Emerson and Howard Streets. The lot did not have a curb cut and the adjoining property to the east has a curb cut on the adjoining property boundary.

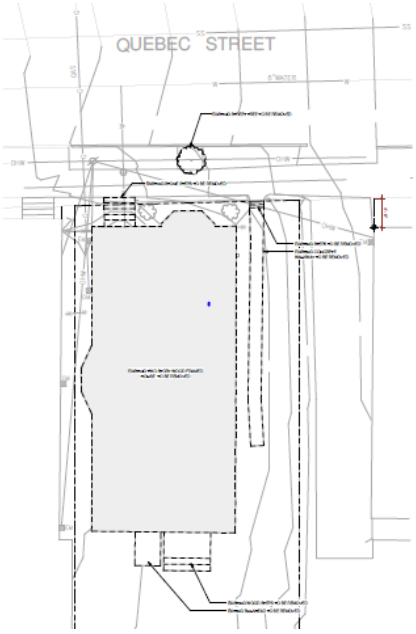


Figure 1

B. Application

The Level I: Minor Residential application includes the following site plan (Figure 2). As noted above, the lot size is 2,960 sf. The building foot print for the first floor is 1143 sf with a 398 sf carport and a 50 sf entry porch. The total building coverage is 1,591, which is a proposed lot coverage of 54% and a proposed landscaped area of 882 sf. The second floor of the structure cantilevers over the carport for two vehicles and there is a garage on the ground floor for a third vehicle.

During the review process there were requests for more information and revisions to the site plan, which resulted in several versions of the site plan. The latest revised plan is included here as figure 2.

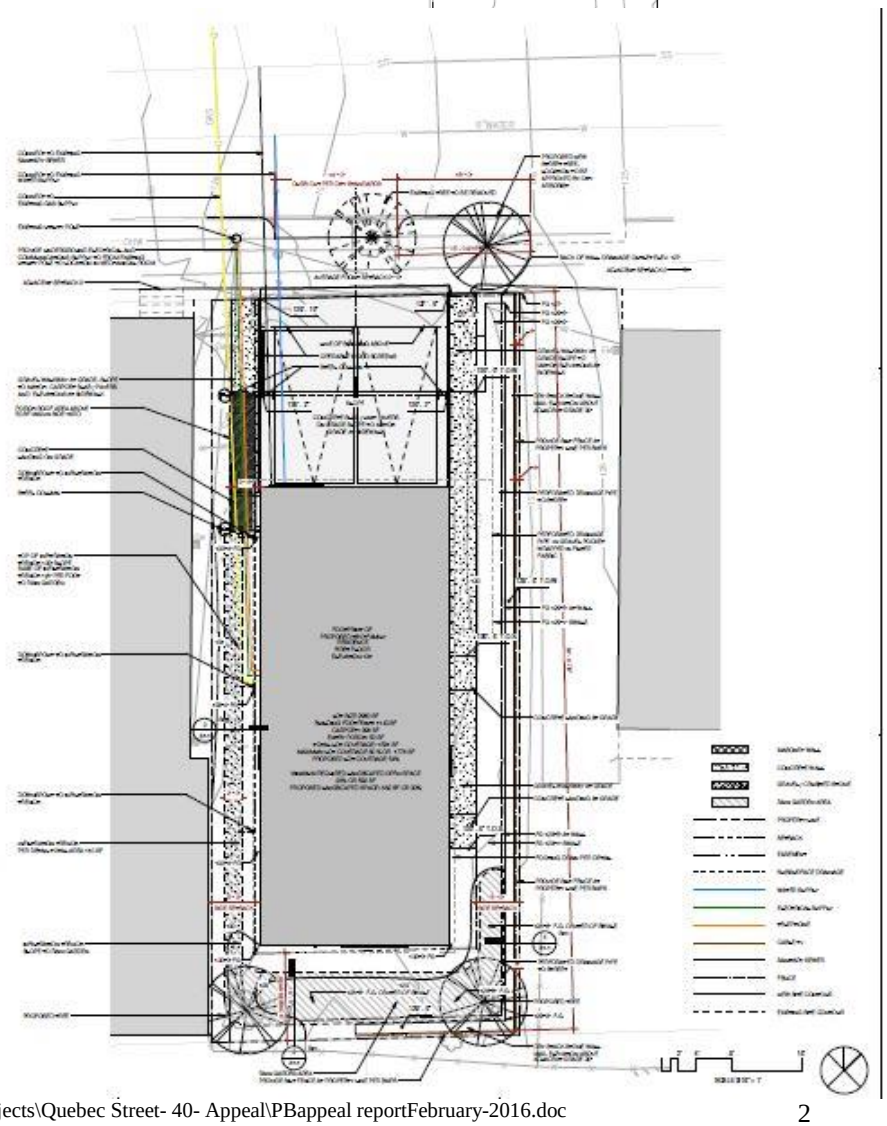
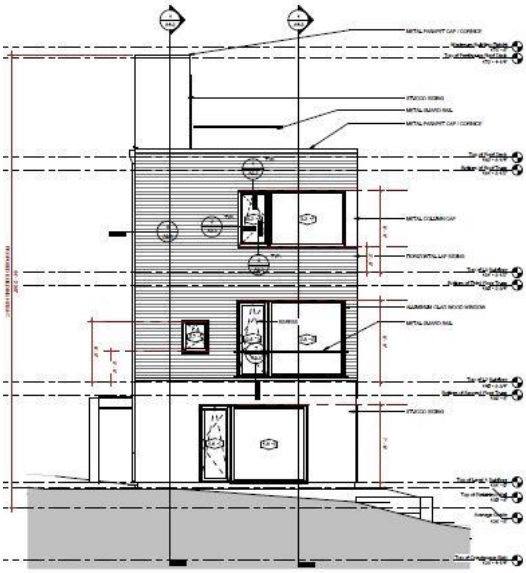
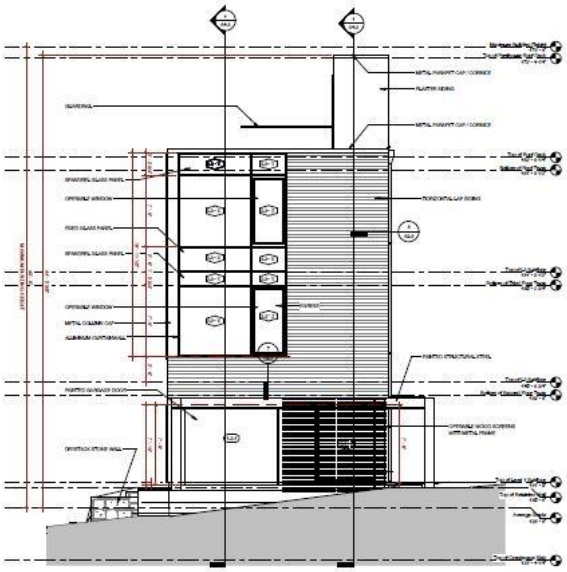


Figure 2

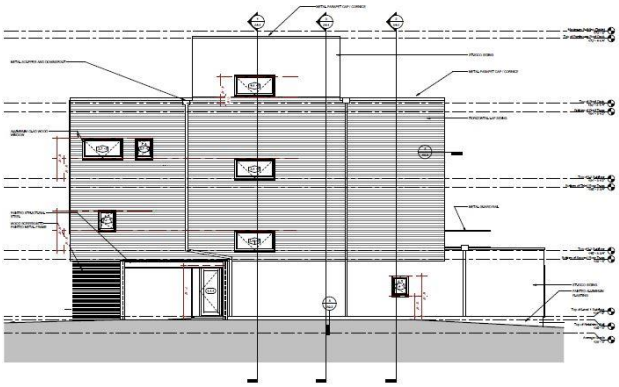
C. R-6 Design Review

The site is located in the residential R-6 zone and therefore was reviewed against the City's Design Manual for Small Residential Lot Development in the R-6 zone. The proposed two-family home is proposed with three floors. The car port faces Quebec Street with a garage for one vehicle in the floor plan. The proposed exterior elevations are inserted below. The memo approving the design review has been included in the packet as Attachment 5.

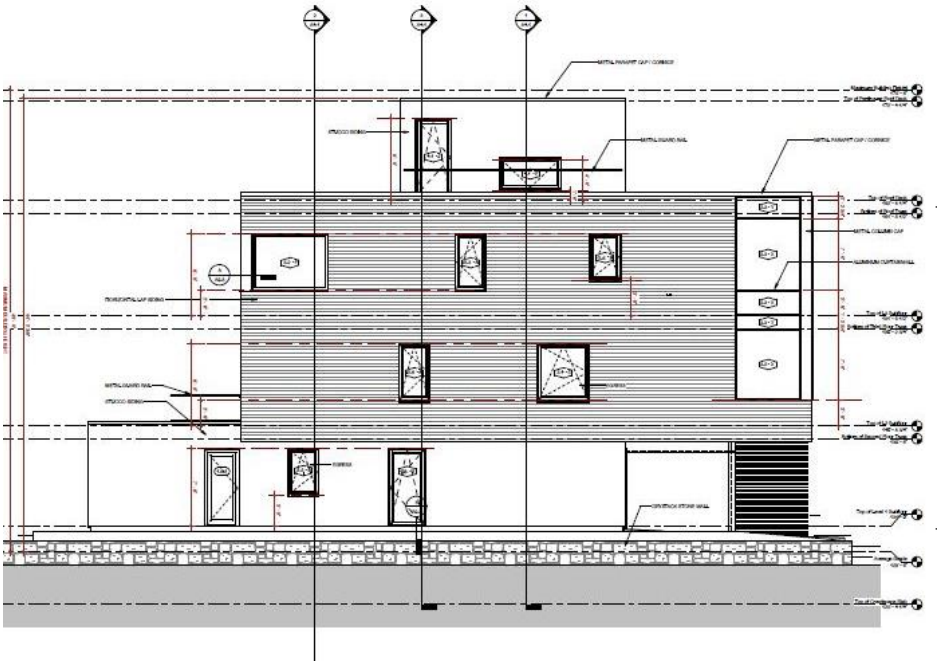




North and South Elevations

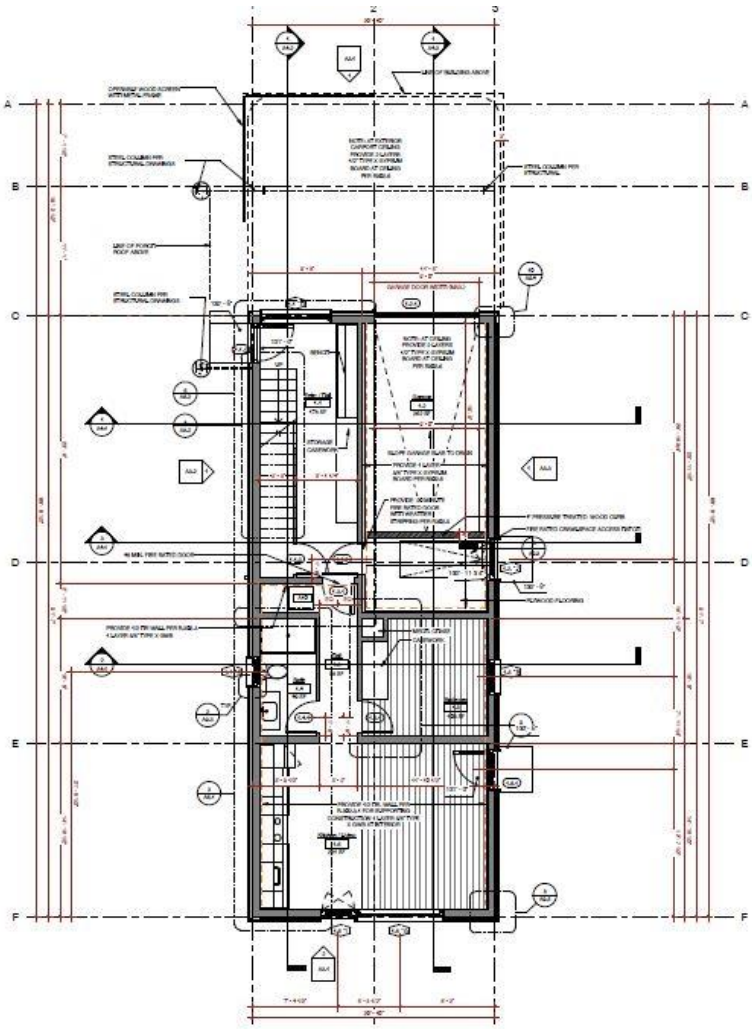


West Elevation



East Elevat**ion**

The second floor cantilevers over the carport, which is accessed off Quebec Street. A garage for one vehicle is shown on the easterly side of the first floor. A walkway extends from the public sidewalk to the entrance on the westerly side of the building. The first floor plan is to the right.



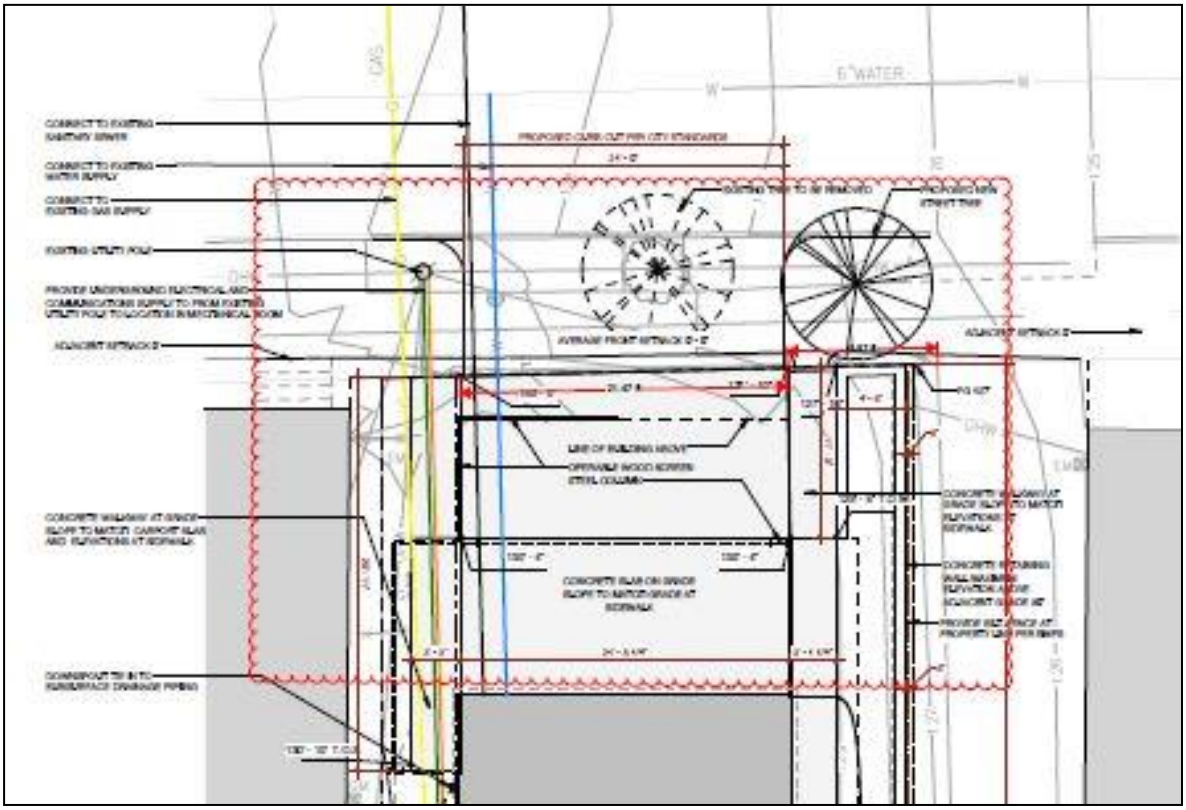
III. WAIVER REQUEST AND ANALYSIS

A. Site Plan Specifics

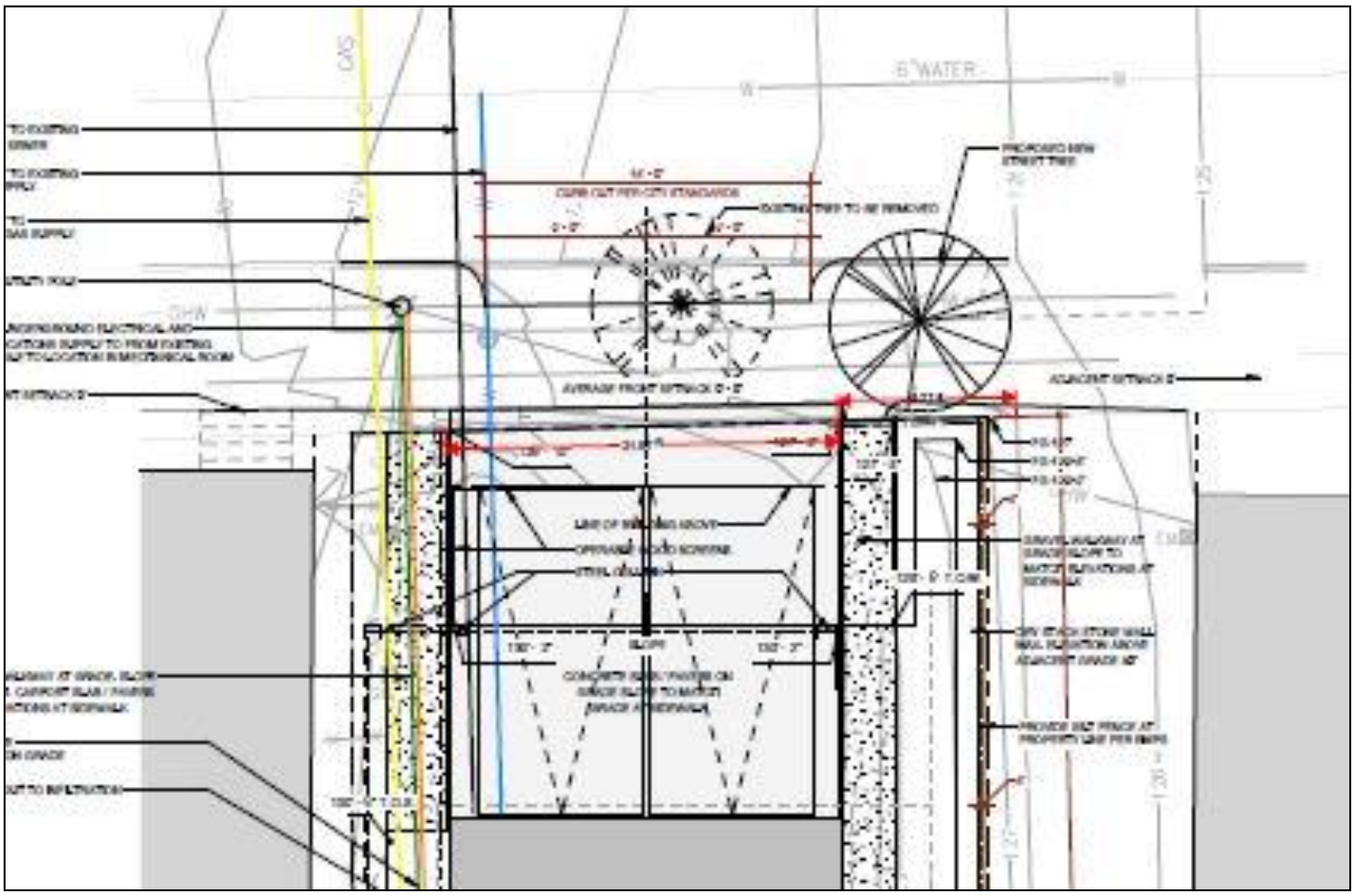
The proposed two-family house is located within the Residential R-6 zone and the applicant is proposing 3 on-site parking spaces. There is a garage on the first level for one car located on the easterly side of the building. The building entrance and garage door are setback from the street with the two-vehicle carport in front of the building and along the street frontage. A screen is proposed to screen the parked cars from the sidewalk and to create a street wall. In the initial application, the proposal was for a driveway width of 21 feet for open access to the two car carport and a driveway separation of 10 feet. The plans were revised several times during the review process with the following dimensional changes:

Date	Driveway Separation	Driveway Width as measured at property line
11-13-15	9.87 feet	21 feet
1-21-16	9.77 feet	18 feet
2-10-16	15 feet	14 feet (shown at curb line- would need to meet property line)
2-26-16	15 feet	15 feet (standard would need to meet at property line)

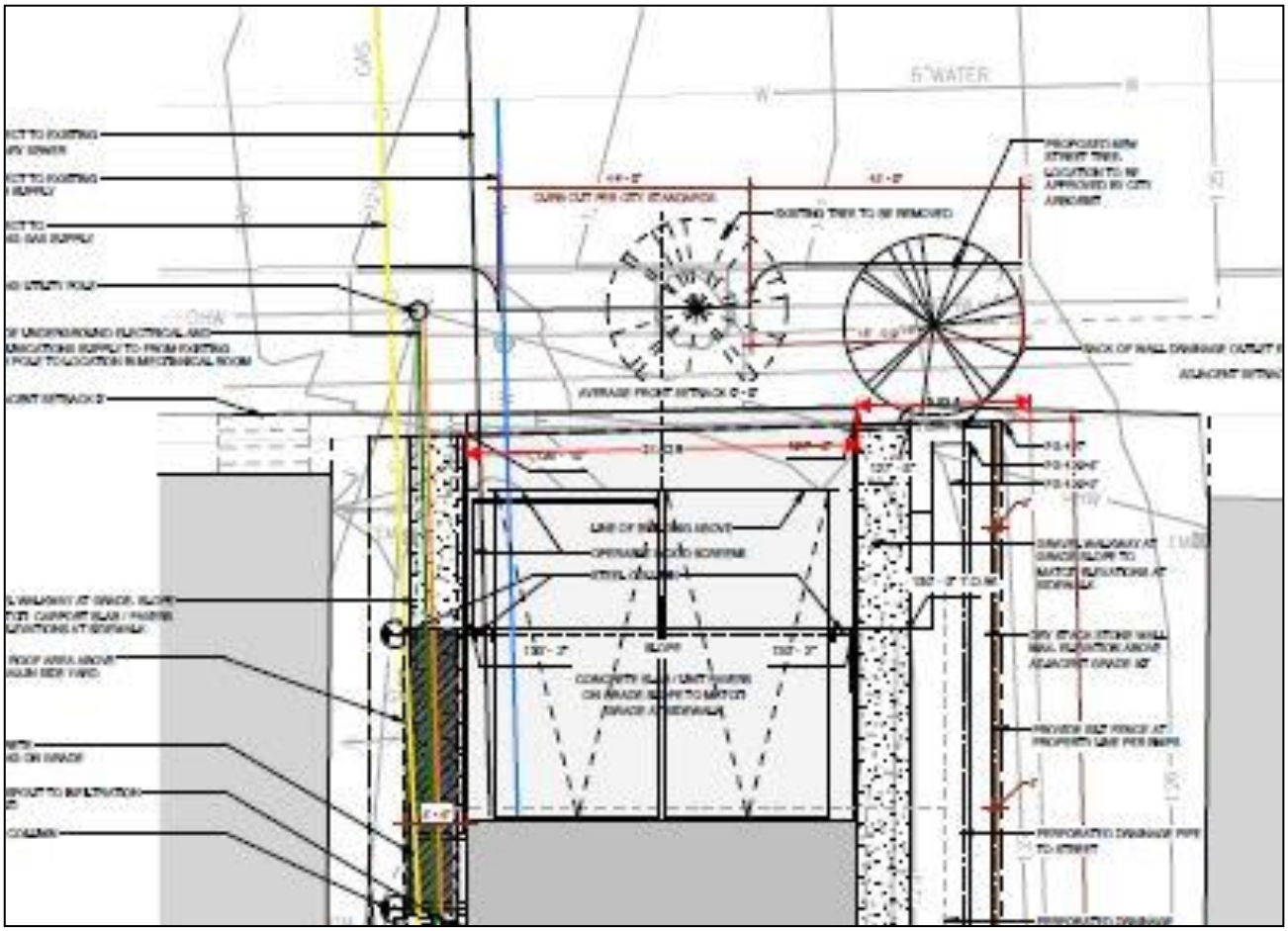
Technical Manual Section 1.7, driveway design, sets a minimum driveway curb cut of 10 feet for residential development with up to 9 spaces and a maximum width of 20 feet. The applicant was advised that the driveway width needed to be reduced. A waiver of the curb cut separation of 20 feet was requested to allow a driveway separation of 9 feet. The details of the curb cut by dates are below:



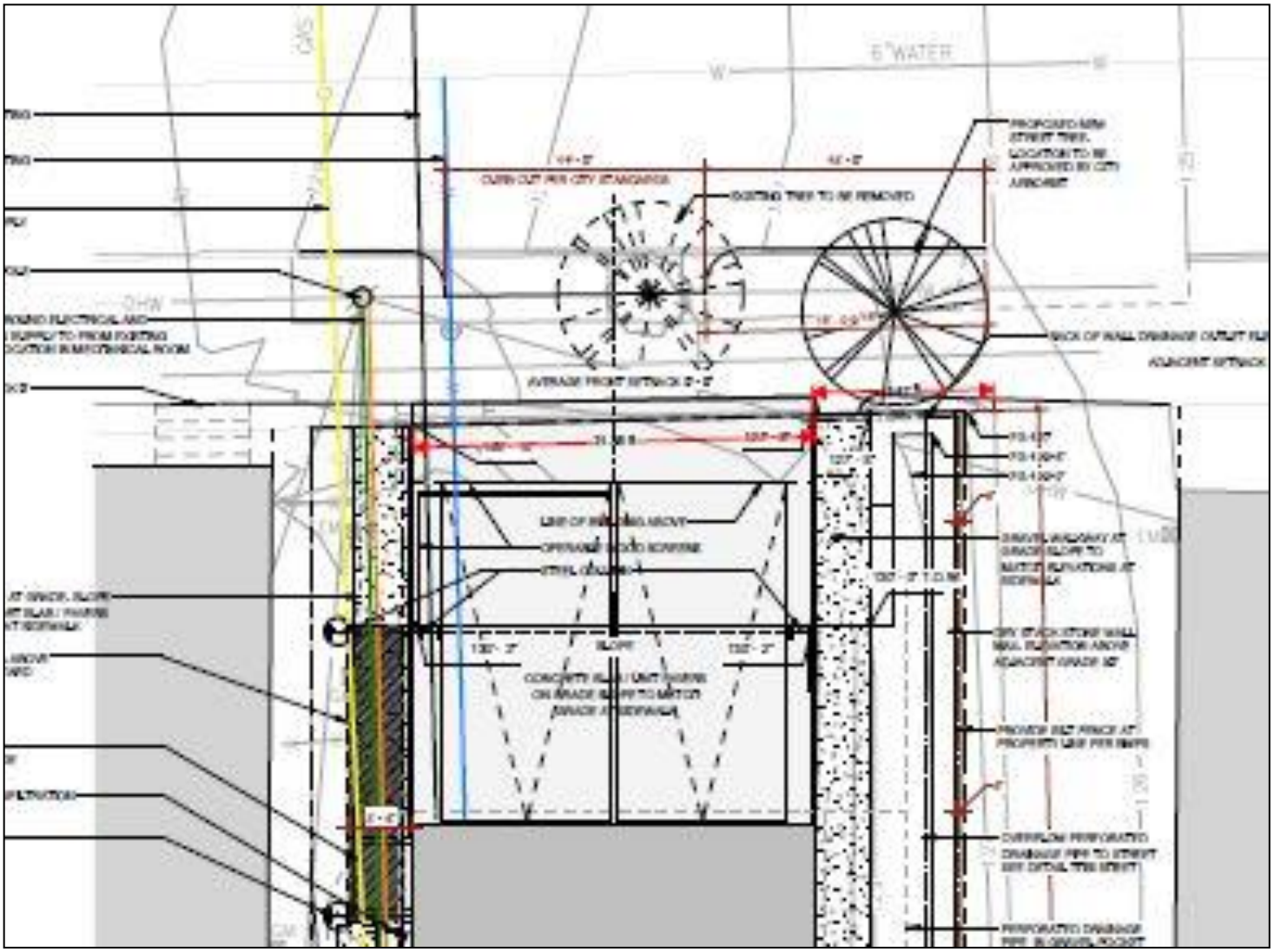
: Submission 11-13-15



Submission 1-21-16



Submission 2-10-16



Submission 2-26-16

B. Zoning Requirements

The parking requirement for residential units on the peninsula is one off-street per unit with the exception that in the R-6 and IS-FBC zone no parking is required for the first three units. Thus, there is no parking requirement for the proposed two family home. The provision for Division 20, Off-Street Parking is excerpted below:

(k) *Residential development on the peninsula and in the R-6 and R-6A Zones,* including new construction, alterations that increase the number of units, and changes of use:

1. Except as provided below, there shall be one (1) space per unit….

4. No parking shall be required for the first three units in the R-6 Residential Zone or the IS-FBC Zone.

The R-6 parking provisions were adopted by the City Council in 2015 as part of the major update for this zone with the goal to allow for greater housing opportunities. The Board recommended to the City Council the exemption for the first three units as a means to grant flexibility to existing development, and further enable small increments of infill development, consistent with the overall goals of amending the R-6 zone. The rationale for exempting the first three spaces from the report that went to the City Council included the following analysis:

- *Parking Standards. Included in these amendments are parking exemptions for the first three units as well as a one time exemption for one additional unit for existing buildings. Parking exemptions have always been included in this amendments, as a critical component of both offering the possibility of freeing a portion of land area for housing units that would otherwise be devoted to parking, and as a means to lower development costs, both issues working to increase the variety and quantity housing choices. This is not a proposal for a prohibition on providing off-street parking, and we expect that a majority of proposals for new residential development will continue to incorporate off-street parking. The proposal is made in the hope it grants some flexibility for small lots that might otherwise be challenged to have lot dimensions provide for both a new structure and new parking spaces, both.*

C. Technical Manual and Waiver Standard

Section 1.7.1. of the City of Portland's Technical Manual requires "...a minimum distance of twenty (20) ft. spacing between adjacent driveways." The applicant requested a waiver of this standard and proposed a curb cut of 21 width and a driveway separation of nine feet (Attachment 4). After receiving approval for the Level I: Minor Residential application that included only a partial waiver of the driveway separation, Katherine Howe and Mathew Murrell submitted revised waiver request dated Feb 21st, which requested an appeal of the Planning Authority and proposed a revised waiver request to create a curb cut of 15 feet in width and a curb cut separation of 15 feet (Attachment 3).

The general waiver standard in the Site Plan Ordinance (Section 14 526(f) is the applicable criteria for considering the waiver request. The waiver criteria is as follows:

> Except for the requirements set forth in Section 14-526 (a)-(d) for which individual waiver criteria are provided, the Reviewing Authority if it finds that extraordinary conditions exist or that undue hardship may result from strict compliance with these regulations may vary the regulations so that substantial justice may be done and the public interest secured; provided that such variation will not have the effect of nullifying the intent and purpose of the land development plan and the regulations of this article.

D. Analysis

The applicant's proposal was to create a 21 feet wide curb cut in order to allow for the independent maneuvers for the two side by side vehicles parked in the car port with the garage space on the westerly side of the building. An existing driveway serving the abutting lot to the west is on the property boundary. For the proposed design, a waiver of the curb cut separation was requested. During the site plan review, the reviewers asked if several options could be considered:

- Could the driveway cut width be reduced to 10 feet or shift the driveway closer to the westerly boundary, which could provide a 20 feet separation, thus meeting the standard;
- Could the number of parking spaces be reduced, since no off-site parking is required under the zoning for this proposal;

Ms Howe continues to seek to accommodate three vehicles on the site for the proposed two-family building. In the applicant's February 21st request, she notes that the narrower curb cut of 12 feet recommended by the city staff, compromises the usability of the spaces. The narrower curb cut, as allowed under the partial waiver recommended by the city, does constrain the clear flow for the vehicles and requires parking management by the applicant. The staff finds that this is a common situation in urban areas and that the fact that compliance would require internal parking management on the site does not constitute a hardship. In addition, the driveway separation of 20 feet accommodates one public parking space to be retained on the street with the loss of only one space for the curb cut. Reducing the length of the separation to 9 feet or 15 feet does not accommodate a public parking space. The applicant's arguments for the waiver request are contained in Attachments 3 and 4.

The driveway separation standard of 20 feet was established as part of the update of the Technical Manual in 2010. The standard was established in order to improve access management safety along streets and to provide sufficient space for maximizing on-street public parking. The separation between driveways of 20 feet provides for safe maneuvers from driveways and provides for a predictable curbside design for pedestrians and bicyclists in a densely developed area such as Quebec Street. While traffic volumes and speeds are low on Quebec Street, it is important that driveway maneuvers do not overly complicate the environment for street users that can include children, disabled, and elderly residents. Kate Howe has submitted examples of curb cuts in the neighborhood that do not meet the separation requirements. The examples pre-date the applicable regulation, which was again created in order to correct and improve conditions at the time of redevelopment. While the technical manual does allow for compact vehicle parking spaces in off-street lots, on-street parking is designed to meet the typical parking standards, thus a 15-foot separation between driveways does not accommodate on-street public parking.

After thorough review and having consulted with both the Deputy City Engineer, and the City's consulting traffic engineer, the Planning Authority issued a decision in which the waiver as requested was not supported. The Planning Authority does not find that an undue hardship sufficient to justify such a substantial waiver from the usual requirement exists in this case. Unlike some properties in other areas of the City, the City's Code does not require that this property provide any off-street parking. Therefore, there is no hardship created by the 20-foot standard nor is there any reason from regulatory or land use perspective why the usual standard cannot be met, as no driveway is required. Additionally, granting the waiver as requested would result in the loss of an existing on-street parking space, something that is contrary to the public interest. However, out of recognition of some challenges created by the existence of a utility pole on the western side of the proposed driveway, such that the proposed driveway cannot be shifted to fully accommodate the 20-foot separation requirement, and because an 18-foot separation would continue to preserve the existing on-street parking space, Public Works is supportive of a partial, more-modest 2-foot waiver of the usual standard. Therefore, a partial waiver was granted to allow an 18-foot (rather than a 20-foot) driveway separation in the

Planning Authority approval, dated Feb. 18th. As a condition of the recommended waiver, the Planning Authority approval requires the applicant to submit a revised site plan meeting the driveway separation requirements outlined below by Assistant City Engineer, David Margolis-Pineo.

Following are the review comments of David Margolis-Pineo, Assistant City Engineer;

> At the direction of the Public Works Department, "the applicant is to close the proposed driveway cut width to 12 feet, increasing the separation between driveways to 18 feet, and offer a waiver from the required 20 feet of separation between driveways to 18 feet, resulting in a waiver of 2 feet."

The applicant submitted a revised request dated February 21th, which requests a waiver of 5 feet in order to have a driveway separation of 15 feet and a curb cut of 15 feet in width. The revised request has been considered by David Margolis-Pineo, Deputy Engineer, and Bob Leeman, Acting Director of the Department of Public Works. The recommendation from the Department of Public Works continues to support only a waiver of the 2 feet in order to provide 18 feet between the driveways.

IV. LEVEL I: MINOR RESIDENTIAL SITE PLAN REVIEW

Level I: Minor Residential site plan applications are subject to the following site plan standards (Except as provided in Article III of the City Code, or to conditions imposed under Section 14-526 (e) only, or to those submission requirements set forth in section 14-527 as relate solely thereto), as contained in section 14-526 of Article V, Site Plan.

- *14-526 (a) Transportation Standards:*
  - *2.a Site Access and circulation (i) and (ii); -*
    The R-6 zone does not require a driveway and off-site parking for this proposal. The applicant is proposing a driveway and parking for three vehicles. The development will provide safe and reasonable access and internal circulation for the entire site and for all users of the site provided the applicant installs a proposed driveway cut width of 12 feet, providing the separation distance between driveways of 18 feet, as articulated in the partial waiver recommended above. Points of access and egress have been located so that conflicts with existing turning movements and traffic flows are avoided.
    Standard Met subject to meeting the condition of approval and partial waiver.

  - *2.c Sidewalks: (if the site plan is a two-family or multi-family building only);*
    A brick sidewalk in average condition currently exists along the site's frontage. A portion of the sidewalk will be rebuilt during the driveway apron construction, and will be repaired in conformance with City standards. A continuous gravel walkway is proposed to be constructed between the City sidewalk and the primary building entrance.
    Standard Met

  - *4.a Location and required number of vehicle parking spaces: (i) and (iv);*
    The site is in the R-6 zone and off-site parking for the first three units or spaces is not required [(Section 14-33.1 (k) 4. No parking shall be required for the first three units in the R-6 Residential Zone or the IS-FBC Zone.] The applicant proposes to provide 3 off-street parking spaces with one in the first floor garage and two under the carport. The Planning Authority approval of the application has a condition that the applicant revise the site plan in order to comply with the condition of approval that requires the curb cut to be narrowed. The proposed condition is as follows:

Prior to the issuance of the building permit the applicant shall revise the site plan so that it meets the partial waiver criteria outlined above for the curb cut and driveway spacing as follows; - the applicant is to close the proposed driveway cut width to 12 feet, increasing the separation distance between driveways to 18 feet,

Standard Met subject to meeting the recommended condition of approval.

- *14-526 (b) Environmental Quality Standards:*
  - 1. *Preservation of significant natural features*; -
    Significant natural features are required to be preserved and protected by incorporating them into the site design. Significant natural features include populations of trees and plants that are endangered or threatened; certain habitat for endangered or threatened animals, high and moderate value waterfowl, wading bird habitat, nesting and feeding areas; island aquifers; waterbodies including wetlands, watercourses, vernal pools and floodplains. There are no significant natural features on this site to preserve and protect. **Standard Met**
  - 2.a. *Landscape and landscape preservation;* -
    Sites are to be developed and designed to incorporate and limit the disturbance to or removal of existing trees based on the number and size of the trees on the site. The site in its existing condition currently contains a minimal amount of mostly small ornamental shrubs that are planted around the foundation. There are no trees on the site that meet the tree save criteria, however there is one street tree located in the sidewalk that will need to be removed in order to construct the driveway apron. The tree has been determined by the City Arborist, Jeff Tarling, to not be of significant value, therefore its removal has been approved. Two street trees are required to be planted within the City right-of-way and will be field located within the immediate area upon approval of the City Arborist.
    Standard Met

  - 2.b *Site landscaping (iii);* -
    This standard requires all development to include street trees to be planted in numbers and locations as specified in the Technical Manual. The street trees are to be planted in the City right-of-way when possible, and shall be of a species identified on the City recommended tree list or as approved by the City Arborist. As stated in the standard above, and as a condition of approval, two street trees are required to be planted within the City right-of-way and will be field located within the immediate area upon approval of the City Arborist. The proposed condition of approval is as follows:

    Prior to planting the street trees, the applicant shall meet with the city arborist to field locate the proposed street trees,

    Standard Met subject to meeting the recommended condition of approval

  - 3.a *Water quality, stormwater management and erosion control; a., d., e., and f.,* -
    This standard requires all development to demonstrate that the proposed improvements are designed to minimize the amount of stormwater leaving the site including consideration to minimize the total area of impervious surface, and stormwater management techniques to minimize both the volume and rate of runoff from the lot. The stormwater plan must include provisions for controlling ponding, flooding, and increases in volumes or rates of runoff both on private and public property. To address stormwater on site, the applicant has proposed to construct a stormwater infiltration trench on the west side of the structure that receives roof

drainage from a scupper and downspout system. The infiltration trench drains into a rain garden that wraps around the south and east sides of the structure. The rain garden infiltrates stormwater into the soils, and will include an overflow device (as a condition of approval) that drains excess stormwater into a crushed rock filter that drains through the retaining wall along the site's street frontage, onto and across the sidewalk. The stormwater management system has been designed to avoid negative drainage impacts to abutting neighbors. This method of stormwater management has been reviewed and approved by both the City's consulting stormwater review engineer, and the Deputy City Engineer. As part of the Planning Authority approval, there was a condition that required more details on the overflow device. The recently revised plans adequately address those details and this former condition of approval has been eliminated for the Board's consideration of this site plan.

.

The applicant is also required to develop an acceptable basic erosion control plan that controls the flow of sediments and erodible materials from leaving the site. An acceptable erosion control plan has been developed for this site. In addition, the development must not pose a risk of groundwater contamination either during or post construction, and shall provide for adequate and sanitary disposal of sewage. As stated above, the site will include both an infiltration trench and a rain garden to control and filter stormwater. Therefore, the site plan has been developed in a manner where groundwater is not expected to be contaminated, and the new structure will be connected to the City's sanitary sewage system in compliance with City standards.

- **Standard Met subject to meeting the proposed condition of approval**

- *14-526 (c) Public Infrastructure and Community Safety Standards*:
  - 1. *Consistency with Master Plan; -*
    The project helps to meet comprehensive plan goals related to support[ing] Portland's livable neighborhoods by encouraging higher density housing for both rental and home ownership opportunities, particularly located near services, such as schools, businesses, institutions, employers, and public transportation, and increasing Portland's rental housing stock. The project is generally deemed consistent with the related master plans.
    Standard Met

  - 2. *Public safety and fire prevention; -*
    Developments must incorporate public safety principles for Crime Prevention through Environmental Design (CPTED) to enhance the security of public and private spaces and to reduce the potential for crime. The site plan appears to be consistent with the principles of (CPTED) standards that includes natural surveillance, access control to the site, and territorial reinforcement. The site provides adequate access for emergency vehicles and the structure will include the installation of a residential sprinkler system that meets Code. **Standard Met**

  - 3. *Availability and adequate capacity of public utilities; a., c., d., and e.; -*
    This standard requires developments to not overburden sanitary sewers and storm drains, water lines, or other public infrastructure and utilities. In addition, all utility upgrades, if proposed, and all development within 200 feet of a public sanitary collection and treatment system shall connect into the nearest available public sewer. The applicant is proposing to connect all utilities to the public grid, and all utility connections will comply with City standards and Code.
    Standard Met

- 14-*526 (d) Site Design Standards:*
    - *Historic Resources,* - Developments within or near designated historic landmarks, designated historic districts, or historic landscape districts are required to meet the appropriate standards and follow the necessary guidelines. This site is not within either of the aforementioned historic resources.
      Standard Met
      Zoning related design standards, - Developments of certain types and/or proposed in certain zones are subject to design standards in addition to the provisions of Section 14-526 (a) in order to ensure designs that contribute to and enhance the goals and policies for specific districts of the City. This site is located in the residential R-6 zone and therefore was reviewed against the City's Design Manual for Small Residential Lot Development in the R-6 zone. The project as proposed meets the standards of the design manual. The memo approving the design review has been included in the packet as Attachment 5. **Standard Met**

V. STAFF RECOMMENDATION

The Planning Staff recommends that the Planning Board approve the Level I: Minor Residential Application for 40 Quebec Street with the proposed conditions of approval and partial waiver of the curb cut separation to retain a minimum of 18 feet between the existing and proposed curb cut.

V. PROPOSED MOTIONS

Waiver Request

On the basis of the plans, reports, revised waiver request from the applicant, and other information submitted by the applicant, findings and recommendations contained in Planning Board Report for application # 2015-02404 relevant to the Site Plan and other regulations, and the testimony presented at the Planning Board hearing, the Planning Board finds the following:

> The Planning Board **(finds/ does not find**) that extraordinary conditions exist and that undue hardship results from strict compliance with Standard Section 1.7.1. of the City of Portland's Technical Manual that requires "...a minimum distance of twenty (20) ft. spacing between adjacent driveways" measured at the property line, and has varied the regulations, so that substantial justice may be done and the public interest secured; therefore, the Board **(waives/does not waive)** two feet of the 20 foot driveway separation standard to allow for an 18 foot separation, as recommended by David Margolis-Pineo, Deputy City Engineer of the Department of Public Works. As a condition of the waiver approval, the applicant must submit a revised site plan that meets the driveway separation requirements stated by Deputy City Engineer, David Margolis-Pineo.

Site Plan

On the basis of the plans, reports and other information submitted by the applicant, findings and recommendations contained in Planning Board Report for application # 2015-02404 relevant to the Site Plan and other regulations, and the testimony presented at the Planning Board hearing, the Planning Board finds the following:

1. Prior to the issuance of the building permit the applicant shall revise the site plan so that it meets the partial waiver criteria outlined above for the curb cut and driveway spacing as follows; - the applicant is to close the proposed driveway cut width to 12 feet, increasing the separation distance between driveways to 18 feet,

2. Prior to planting the street trees, the applicant shall meet with the city arborist to field locate the proposed street trees,

Attachments:

1. Stuart O'Brien, Planning Division Director, Site Plan Approval Letter, February 18, 2016
2. Matthew Murrell and Katherine Howe, Request to Appeal Partial Waiver Decision, Feb. 21, 2016
3. Matthew Murrell and Katherine Howe, Request for a Curb Cut separation waiver down to 15 ft, Feb. 26, 2016
4. Matthew Murrell and Katherine Howe, Request for a Curb Cut separation waiver down to 9 feet
5. Caitlin Cameron, Urban Designer, Design Review Memo

Applicant's Submission

A. Application
B. Response to City Comments
C. Warranty Deed
D. Fast Track
E. Alternate Design Review Document
F. Written Summary of Fire Safety

Applicant's Plans

Plan 1	Title Sheet	Plan 21	Windows and Doors Details
Plan 2	Window and Door Schedules	Plan 22	Window and Doors Details
Plan 3	Site Demolition Plan	Plan 23	Building Envelope Details
Plan 4	Site Plan	Plan 24	Details
Plan 5	Third floor plan	Plan 25	Down Street View
Plan 6	First Floor Plan	Plan 26	Entry View
Plan 7	Second Floor Plan	Plan 27	Structural Notes and Details
Plan 8	Third Floor Plan	Plan 28	Structural Notes
Plan 9	Roof Deck Plan	Plan 29	Architectural Foundation
Plan 10	Roof Terrace Plan	Plan 30	Foundation and First Floor
Plan 11	Elevations North & South	Plan 31	Framing Plan 2nd and 3rd
Plan 12	Elevation West	Plan 32	Framing Plan – Roof
Plan 13	Elevation East	Plan 33	Structural Details
Plan 14	Sections	Plan 34	Side Yard View
Plan 15	Sections	Plan 35	Street View
Plan 16	Sections	Plan 36	Survey
Plan 17	Stair Details		
Plan 18	Assembly Details		
Plan 19	Assembly Details		
Plan 20	Opening Details		

PORTLAND MAINE

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Planning & Urban Development Department
Jeff Levine, AICP, Director

Planning Division
Stuart O'Brien, Director

February 18, 2016

Matthew Murrell & Katherine Howe
2 Tanner Street
Portland, ME 04106

Project Name:	3 Story, 2- Family Home
Project ID:	BP 2015-02404
Address:	40 Quebec Street
CBL:	014 H 003 001
Applicant:	Matthew Murrell and Katherine Howe
Planner:	Philip DiPierro

Dear Mr. Murrell and Ms. Howe:

On February 18, 2016, the Planning Authority approved with conditions a Level I: Minor Residential application for a 3 story, 2 family home at 40 Quebec Street. This approval is based on the review of the site plan submitted by GOLogic plan sheet A1.1 with a current issue date of 2/10/16. The site plan consists of a 3 story 2-family structure with carport for two vehicles and a garage that has parking for one vehicle. To address stormwater on site, the applicant has proposed to construct a stormwater infiltration trench on the west side of the structure that receives roof drainage from a scupper and downspout system. The infiltration trench drains into a rain garden that wraps around the south and east sides of the structure. The rain garden infiltrates stormwater into the soils, and will include an overflow device (as a condition of approval) that drains excess stormwater into a crushed rock filter that drains through the retaining wall along the site's street frontage, onto and across the sidewalk. The stormwater management system has been designed to avoid negative drainage impacts to abutting neighbors. This method of stormwater management has been reviewed and approved by both the City's consulting stormwater review engineer, and the Deputy City Engineer.

The site is located in the residential R-6 zone and therefore was reviewed against the City's Design Manual for Small Residential Lot Development in the R-6 zone. The project as proposed meets the standards of the design manual. The Planning Authority also reviewed the proposal for conformance with the standards of the Site Plan Ordinance.

The Planning Authority approved the application with the following waivers and conditions as presented below.

WAIVERS

Section 1.7.1. of the City of Portland's Technical Manual requires ".....a minimum distance of twenty (20) ft. spacing between adjacent driveways." The applicant is requesting a waiver of this standard and proposing a driveway separation of nine feet. The standard for granting a waiver of this requirement appears at Section 526(f) of Chapter 14 of the City Code. Under that section, a waiver may be granted upon a showing of extraordinary or undue hardship and that the grant of the waiver would be in the public interest.

After thorough review and having consulted with both the Deputy City Engineer, and the City's consulting traffic engineer, the Planning Authority does not find that an undue hardship sufficient to justify such a substantial waiver from the usual requirement exists in this case. Unlike some properties in other areas of the City, the City's Code does not require that this property provide any off-street parking. Therefore, there is no hardship created by the 20-foot standard nor is there any reason from regulatory or land use perspective why the usual standard cannot be met – no driveway is required. Additionally, granting the waiver as requested would result in the loss of an existing on-street parking space, something that is contrary to the public interest. However, out of recognition of some hardship created by the existence of a utility pole on the western side of the proposed driveway, such that the proposed driveway cannot be shifted to fully accommodate the 20-foot separation requirement, and because an 18-foot separation would continue to preserve the existing on-street parking space, Public Works is supportive of a partial, more-modest 2-foot waiver of the usual standard. Therefore, a partial waiver is granted to allow an 18-foot (rather than a 20-foot) driveway separation. As a condition of the waiver approval, the applicant must submit a revised site plan that meets the driveway separation requirements outlined below by Assistant City Engineer, David Margolis-Pineo.

Following are the review comments of David Margolis-Pineo, Assistant City Engineer;

> At the direction of the Public Works Department, "the applicant is to close the proposed driveway cut width to 12 feet, increasing the separation between driveways to 18 feet, and offer a waiver from the required 20 feet of separation between driveways to 18 feet, resulting in a waiver of 2 feet."

SITE PLAN REVIEW

Level I: Minor Residential site plan applications are subject to the following site plan standards (Except as provided in Article III of the City Code, or to conditions imposed under Section 14-526 (e) only, or to those submission requirements set forth in section 14-527 as relate solely thereto), as contained in section 14-526 of Article V, Site Plan.

- 14-526 (a) Transportation Standards:
  - 2.a Site Access and circulation (i) and (ii); - **Standard Met subject to meeting condition of approval**
  - 2.c Sidewalks: (if the site plan is a two-family or multi-family building only); Standard Met
  - 4.a Location and required number of vehicle parking spaces: (i) and (iv); Standard Met
- 14-526 (b) Environmental Quality Standards:
  - 1. Preservation of significant natural features; - Standard Met
  - 2.a. Landscape and landscape preservation; - Standard Met
  - 2.b Site landscaping (iii); - **Standard Met subject to meeting condition of approval**
  - 3.a Water quality, stormwater management and erosion control; a., d., e., and f., - **Standard Met subject to meeting condition of approval**
- 14-526 (c) Public Infrastructure and Community Safety Standards:
  - 1. Consistency with Master Plan; - Standard Met
  - 2. Public safety and fire prevention; - Standard Met
  - 3. Availability and adequate capacity of public utilities; a., c., d., and e.; - Standard Met
- 14-526 (d) Site Design Standards:
  - Historic Resources, - Standard Met
  - Zoning related design standards, - Standard Met

The Planning Authority found the plan is in conformance with the Site Plan Standards of the Land Use Code subject to the following conditions of approval:

1. Prior to the issuance of the building permit the applicant shall revise the site plan so that it meets the partial waiver criteria outlined above for the curb cut and driveway spacing as follows; - the applicant is to close the proposed driveway cut width to 12 feet, increasing the separation distance between driveways to 18 feet,

2. Prior to planting the street trees, the applicant shall meet with the city arborist to field locate the proposed street trees,

3. Prior to the issuance of the building permit the applicant shall revise the site plan and include a detail of the stormwater overflow device that is to be constructed between the rain garden and the retaining wall. The detail is to be submitted, reviewed and approved by the Planning Authority.

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.

STANDARD CONDITIONS OF APPROVAL

Please note the following standard conditions of approval and requirements for all Level I: Minor Residential approved site plans:

1. Develop Site According to Plan - The site shall be developed and maintained as depicted on the site plan and in the written submission of the applicant. Modification of any approved site plan or alteration of a parcel which was the subject of site plan approval after May 20, 1974, shall require the prior approval of a revised site plan by the Planning Authority pursuant to the terms of Chapter 14, Land Use, of the Portland City Code.

2. Separate Building Permits Are Required - This approval does not constitute approval of building plans, which must be reviewed and approved by the City of Portland's Inspection Division.

3. Department of Public Services Permits - 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.)

4. The Development Review Coordinator (874-8632) 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. 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.

6. A sewer permit is required for your project. Please contact Carol Merritt at 874-8300, ext . 8822.The Wastewater and Drainage section of Public Services must be notified five (5) working days prior to sewer connection to schedule an inspector for your site.

7. A street opening permit(s) is required for your site. Please contact Carol Merritt ay 874-8300, ext. 8822. (Only excavators licensed by the City of Portland are eligible.)

8. All Site work (final grading, landscaping, loam and seed) must be completed prior to issuance of a certificate of occupancy. A performance guarantee will be required to cover the cost of site work not completed due to seasonal conditions ie., finish grading, loaming, seeding, mulching, installation of street trees, etc. The performance guarantee must be reviewed, approved, and accepted by the Planning Authority prior to the release of a Temporary Certificate of Occupancy.

9. The Development Review Coordinator reserves the right to require additional lot grading or other drainage improvements as necessary due to field conditions.

10. Erosion and Sedimentation control shall be established and inspected by the Development Review Coordinator prior to soil disturbance, and shall be done in accordance with Best Management Practices, Maine Department

of Environmental Protection Technical and Design Standards and Guidelines. All Erosion and Sedimentation control measures must be inspected and maintained daily.

11. The applicant shall have a licensed surveyor install, prior to the issuance of any Certificate of Occupancy, permanent mounumentation/pins identifying property corners.

The Development Review Coordinator must be notified five (5) working days prior to the date required for final site inspection. The Development Review Coordinator can be reached at the Planning Division at 874-8632. 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.

You have the right to appeal this decision to the Planning Board pursuant to Section 14-529 of the Portland City Code. If you wish to exercise your right to appeal, you have thirty (30) days from the date of this letter in which to appeal. If you should fail to do so, this decision is binding and not subject to appeal. Please contact this office for the necessary paperwork that is required to file an appeal.

If there are any questions, please contact Philip DiPierro at (207) 874-8632 or via email at pd@portlandmaine.gov

Sincerely,

Stuart O'Brien
Planning Division Director

Electronic Distribution:
Jeff Levine, AICP, Director of Planning and Urban Development
Stuart O'Brien, Planning Division Director
Barbara Barhydt, Development Review Services Manager
Philip DiPierro, Development Review Coordinator, Planning
Ann Machado, Zoning Specialist, Inspections Division
Tammy Munson, Inspections Division Director
Jonathan Rioux, Inspections Division Deputy Director
Jeanie Bourke, Plan Reviewer/CEO, Inspections Division
Doreen Christ, Administration, Inspections Division
Brad Saucier, Administration, Inspections Division
David Margolis-Pineo, Deputy City Engineer, Public Services
Jane Ward, Administration, Public Services
Jeff Tarling, City Arborist, Public Services
Keith Gautreau, Fire Department
Craig Messinger, Fire Department
Thomas Errico, P.E., TY Lin Associates
Approval Letter File

Att. 2

City of Portland
Planning Board
389 Congress St.
Portland, ME 04101

Matthew Murrell
& Katherine Howe
40 Quebec St.
Portland, ME 04101

Project ID: BP 2015-02404

Feb. 21, 2016

To Whom it May Concern,

We are writing to request an appeal of the waiver decision communicated to us in our Site Plan Approval Letter, dated February 18, 2016, pertaining to our building permit application for 40 Quebec St., Portland ME.

Our waiver request concerns Section 1.7.1. of the City of Portland Technical Manual, which specifies a standard 20 ft. separation between adjacent driveways. We appreciate that a 2 ft. waiver has already been supported by the Public Works department. However, based on our site conditions and an overall balance of public interest and undue hardship to us, we are requesting a waiver of 9 ft.

This request is supported by a combination of factors, including undue hardship due to neighborhood conditions and site-specific conditions, as well as public interest derived from increased safety, overall parking capacity increase, and neighborhood redevelopment. We will detail these supporting arguments further in time for the Planning Board meeting on March 8, 2016.

Sincerely,
Katherine Howe and Matthew Murrell

Att. 3

City of Portland
Planning Board
389 Congress St.
Portland, ME 04101

Matthew Murrell
& Katherine Howe
40 Quebec St.
Portland, ME 04101

Project ID: BP 2015-02404

Feb. 21, 2016

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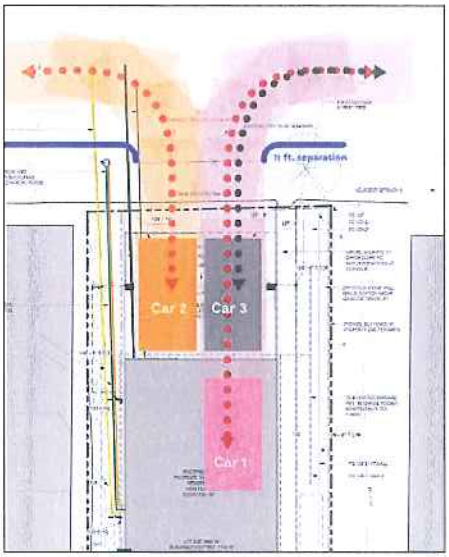
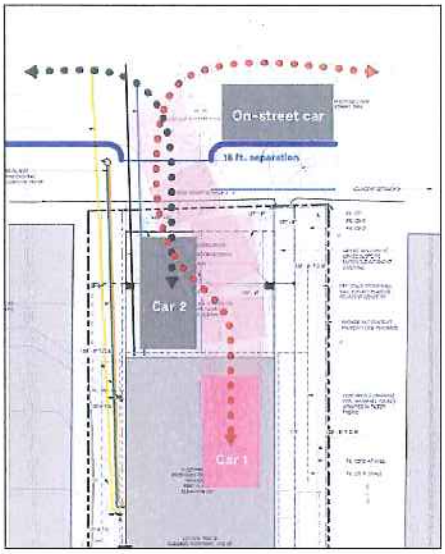
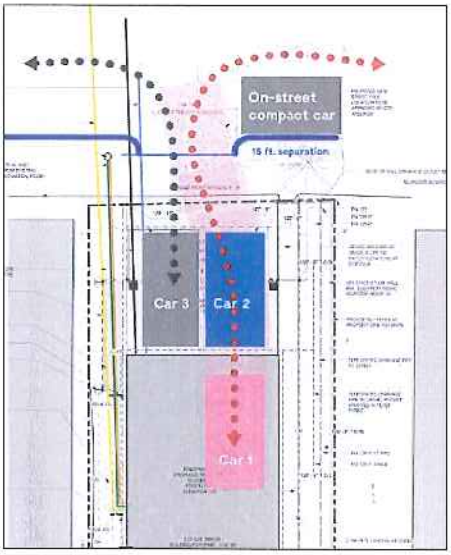
Our waiver request concerns Section 1.7.1. of the City of Portland Technical Manual, which specifies a standard 20 ft. separation between adjacent driveways. We appreciate that a 2 ft. waiver has already been supported by the Public Works department. However, based on our site conditions and an overall balance of public interest and undue hardship to us, we are requesting a total waiver of 5 ft. This request is a compromise from our original request of a 9 ft. waiver.



Original request:
9 ft. waiver creates clear flow for three on-site parking spaces



Currently approved:
2ft. waiver, use of one on-site space is lost, path to garage is obstructed



Proposed compromise:
5ft. waiver, retain compromised usability of three on-site spaces, plus one on-street compact space

We understand that waivers are granted based undue hardship to the applicant, and also that waivers should be in the public interest, and we believe that the specific conditions of this case make it qualify on both counts:

Undue Hardship
I. Neighborhood conditions
II. Site specific conditions

Public Interest
III. Overall parking capacity in the neighborhood
IV. Safety considerations
V. Neighborhood redevelopment

I. Undue Hardship – Neighborhood Conditions

The 20 ft. separation standard between driveways may be ideal and feasible in other neighborhoods with larger plots of land. On Munjoy Hill however, high density, small lot sizes, and a prevalence of building stock that is overbuilt by today's standards, together make it an impractical hardship to mechanically impose this standard.

As demonstration of the impracticality of this standard in this neighborhood, are the large number of sites in the immediate area which do not meet the standard. We understand that many of these examples were constructed before the 20' separation standard was in place, but they are none-the-less testament to what is needed and workable given the conditions of this neighborhood – high density, small lot sizes, heavy winter snowfall with accompanying parking bans, and necessary car transportation – conditions which have not changed with the imposition of a new standard. In fact, these driveways represent a "historic pattern of development prevalent in this neighborhood," something valued in the City's zoning rhetoric.

Within a few block radius of our site, there are at least 18 examples non-conforming to the 20ft. separation standard:

(cont'd)

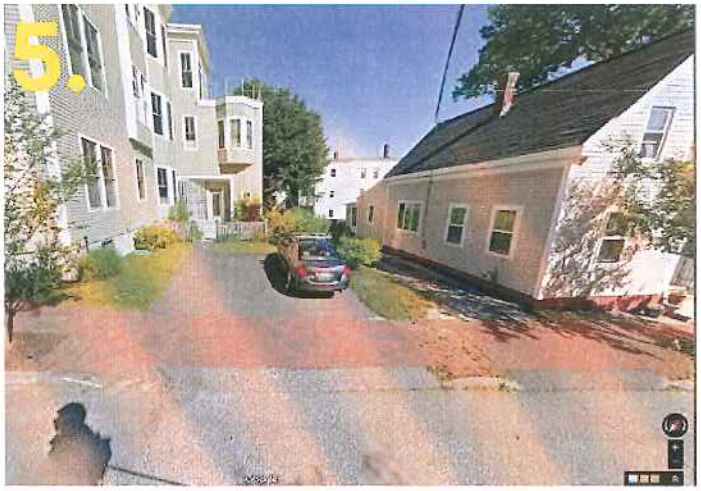
1. Directly across the street at 39 Quebec, two driveways with minimal curb separation.

2. Downhill across the street, the curb cut spans the entire length of the property, far greater than 20 ft.

3. 51 Emerson St., the curb cut serves 4 side-by-side parking spaces, greater than 20 ft.

4. 37 Emerson St., double car garage and driveway, with a greater than 20ft curb cut.

5. 40 Turner St., new construction, two driveways with approx. 3ft curb separation.

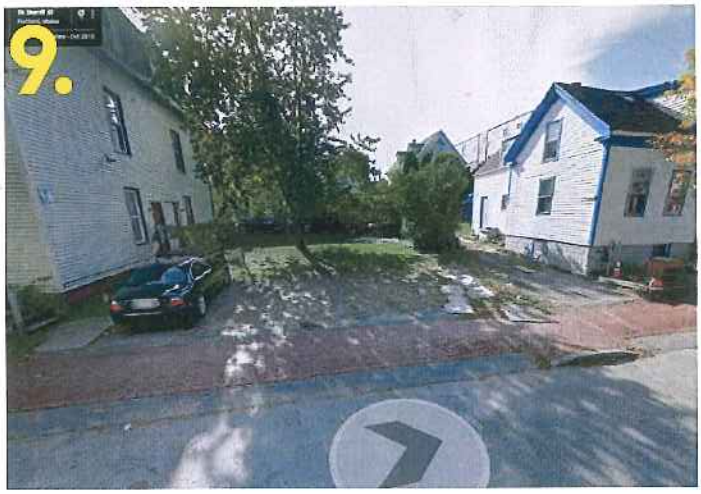


6. 33 Howard St., two driveways with 1 ft curb separation.

7. 26 Howard St., two driveways with approx. 4ft. curb separation.

8. 60 Turner St., two driveways with no curb separation.

9. 26 Merrill St., two driveways with approx. 3 ft. separation. Combined curb cut greater than 20 ft.

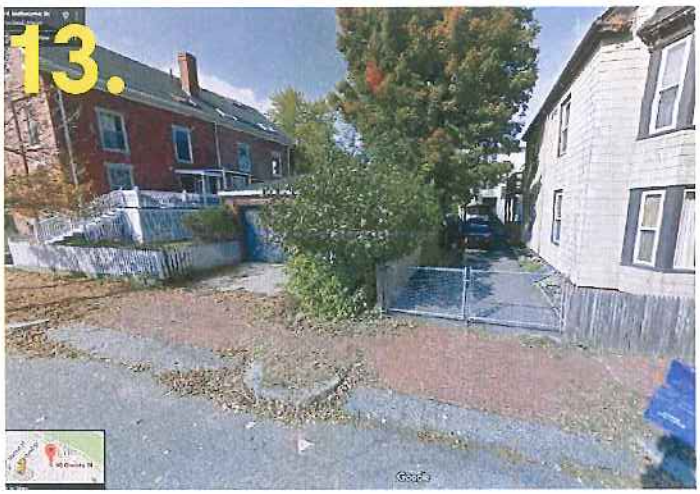


10. 54 Quebec St., two driveways with approx. 3 ft separation.

11. 59 Lafayette St., new construction, two driveways with approx. 5 ft. curb separation.

12. 85 Quebec St., two driveways, approx. 10 ft. separation.

13. 76 Melbourne St., two driveways with approx. 3 ft. curb separation.

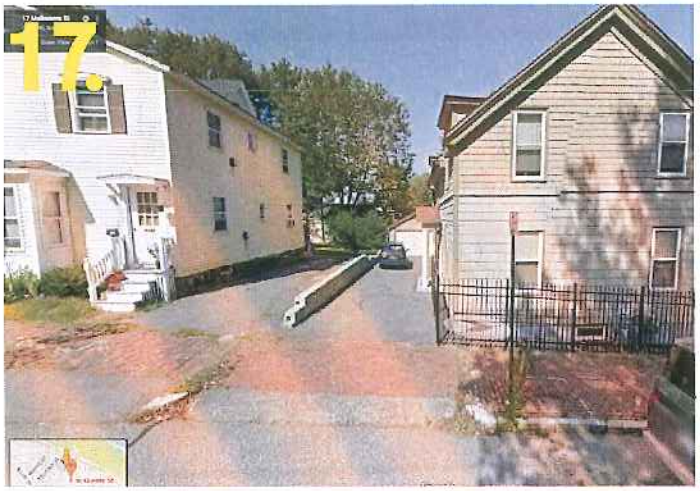


14. 64 Melbourne St., two driveways with approx. 12 ft. curb separation.

15. 52 Melbourne St., two driveways with 0 ft. curb separation.

16. 34 Melbourne St., two driveways with approx. 2 ft separation.

17. 17 Melbourne St., two driveways with approx. 1 ft separation.



18. 20 Merrill St., three driveways, approx 2 ft. separation, combined cut greater than 20 ft.

II. Undue Hardship - Site Specific Conditions

40 Quebec St. is a small lot (2960 sq. ft.) with limited street frontage of 35 ft. This total frontage is impinged upon to the west by a telephone pole, leaving a usable frontage of roughly 30 ft. It is bordered to the west at 42 Quebec St. by a large, currently non-conforming building right on the property line without setback or any easement on record. It is bordered to the east at 38 Quebec St., by a driveway immediately on the other property line.

Given these conditions, there is only one place the driveway can go to meet the standard: all the way to the western edge of the property. However, as you know, there are myriad other conditions to satisfy in designing and constructing a new building in addition to the driveway separation standard, including Zoning regulations, Building Code regulations, Planning and Design guidelines, and our own program needs and budget constraints. We did go through a major redesign after our Preliminary Design Review to incorporate the feedback we received and satisfy and optimize as many of these requirements as possible. Unfortunately the result was that, given the limits of the site and all the other competing factors, we were unable to simultaneously satisfy all the requirements and also make it work with a driveway in that location. Hence we are requesting this minimal waiver due to the discreet conditions of this site, to create a balanced solution that works for this project.

III. Public Interest - Neighborhood Parking Capacity

Knowing that street parking is tight in this neighborhood, and also that winter snow pile-ups and parking bans further reduce on-street parking, we have tried to plan our building in the most responsible way possible. With a two unit residence, we will be bringing at least 3 cars to the neighborhood, and have planned for all of those to be parked on our property.

Our original request to Planning was for a 9 ft. waiver, and we continue to believe this is the most functional design for our site. However, we are willing to compromise and reduce our request to a 5 ft. waiver, in order to retain a 15 ft. compact parking space on the street in front of our property. With the parking spaces we will be adding on our property, in all we are proposing a net increase of 2 spaces to the neighborhood.

On this topic, we find it out of order in the Planning Approval Letter we received that the lack of a *requirement* for on-site parking in the new R-6 zoning is being used against us. The letter states, "Unlike some properties in other areas of the City, the City's Code does not require that this property provide any off-street parking. Therefore, there is no hardship created by the 20-foot standard nor is there any reason from regulatory or land use perspective why the usual standard cannot be met – no driveway is required." This language is reflective of a bias against off-street parking that we have perceived from several staff members during this process.

However, in the REVISIONS TO R-6 RESIDENTIAL ZONING TEXT, CITY OF PORTLAND, APPLICANT presented on March 6, 2015, it specifically states in the Parking Standards section: **"This is not a proposal for a prohibition on providing off-street parking, and we expect that a majority of proposals for new residential**

development will continue to incorporate off-street parking *where at all feasible.* The proposal is made in the hope it grants some flexibility for small lots that might otherwise be challenged to have lot dimensions provide for both a new structure and new parking spaces, both." We are trying to rise the challenge to provide both new structure and new parking spaces, and all we need is a waiver of a few feet.

IV. Public Interest - Safety

We understand that safety is one reason behind the 20 ft. curb separation standard. We fully support measures to make neighborhoods safer for both pedestrians and vehicle traffic. In our particular case, allowing us a 5 ft. or larger waiver will create a safer condition than forcing us to squeeze our vehicles through a narrower cut that would be awkwardly placed offset from our garage and require turning maneuvers in the sidewalk and parking pad area.

V. Public Interest - Neighborhood Redevelopment

Munjoy Hill is enjoying heightened interest these days, but physically it is an old neighborhood with many properties in bad disrepair. To capitalize on the interest and realize revitalization in the area, the city and neighborhood need people to make substantial investments in renovating and building. It is in the pubic interest to work with these investors and support their efforts in a balanced way.

This house will be an extremely high-quality investment in this neighborhood. It is designed by Belfast architecture practice GO Logic, who are gaining national recognition for super energy-efficient Passive House design and construction. It will overall have a very high level of design and finish, much more so than typical development projects. We feel that functional on-site parking is an important aspect of the overall quality and value of this development, and that that quality has a knock-on effect for the neighborhood.

In summary, we are a private family responding to the intent and spirit of the rezoned R-6 and building a high-quality, neighborhood-friendly, multi-unit home. We have in good faith conformed with the long list of standards and requirements to the best of our ability, but have found that the unique conditions of our neighborhood and specific site make the driveway separation standard an undue burden for this site. We are requesting merely an additional 3 ft. waived beyond what has already been supported so that we may build the safest, highest functioning, neighborhood-value-enhancing, parking-capacity-increasing project possible.

Thank you,

Katherine Howe & Matthew Murrell

Att. 4

City of Portland
Planning and Public Works Divisions
389 Congress St.
Portland, ME 04101

Matthew Murrell
& Katherine Howe
40 Quebec St.
Portland, ME 04101

Jan 31, 2016

To Whom it May Concern,

We are writing to request a waiver of the 20ft. separation between driveways in zone R6, pertaining to our building permit application for 40 Quebec St., Portland ME. We understand that you have already had a conversation about the issue based on the site plan we submitted with our application, and appreciate that you were willing to grant us a waiver of 2 feet in the driveway separation. We would like to respectfully request a waiver of 9 feet, yielding a curb separation of 11 feet, based on the following factors:

I. Neighborhood precedent
II. Safety
III. Overall parking capacity in the neighborhood

I. Neighborhood precedent

The 20 ft. separation standard between driveways may be ideal and feasible in neighborhoods with larger plots of land, but with the higher density, smaller lot sizes prevalent on Munjoy Hill, it is an impractical hardship, and a standard that has not been imposed on others in the neighborhood, as evidenced by the large proportion of properties that do not conform to this standard. ***Within a few block radius of our site, there are at least 18 non-conforming examples:***

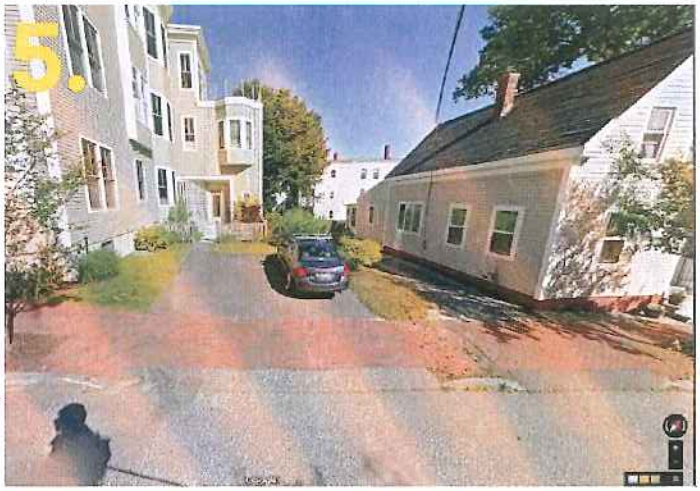
1. Directly across the street at 39 Quebec, two driveways with minmal curb separation.

2. Downhill across the street, the curb cut spans the entire length of the property, far greater than 20 ft.

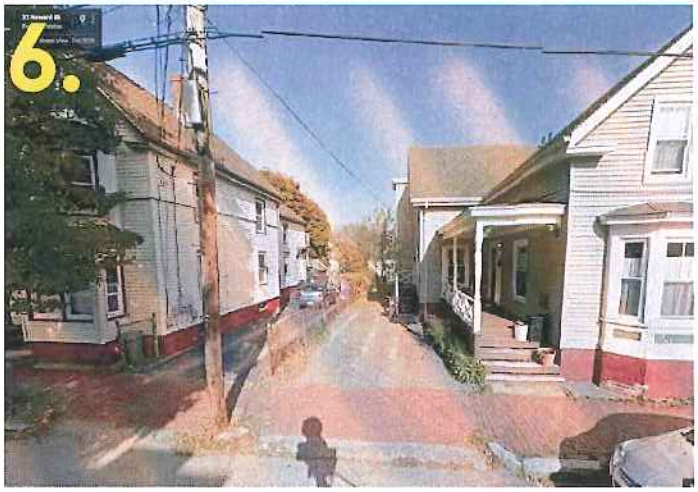
3. 51 Emerson St., the curb cut serves 4 side-by-side parking spaces, greater than 20 ft.

4. 37 Emerson St., double car garage and driveway, with a greater than 20ft curb cut.

5. 40 Turner St., new construction, two driveways with approx. 3ft curb separation.

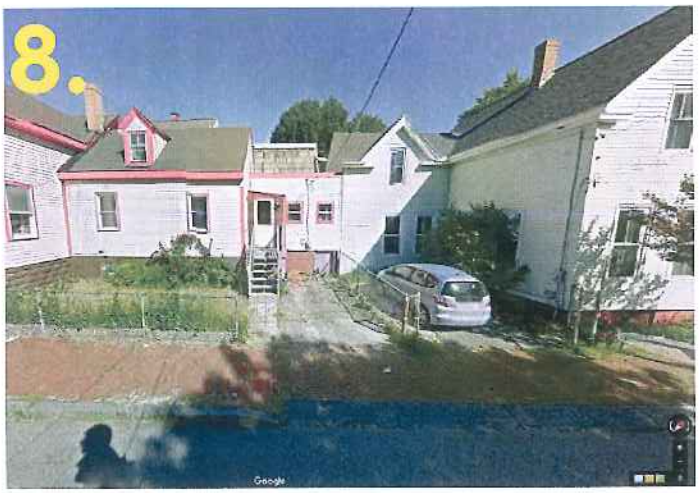


6. 33 Howard St., two driveways with 1 ft curb separation.



7. 26 Howard St., two driveways with approx. 4ft. curb separation.

8. 60 Turner St., two driveways with no curb separation.

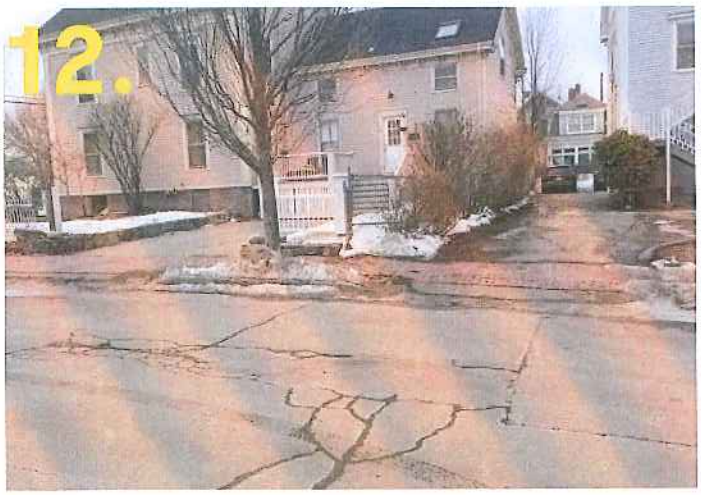


9. 26 Merrill St., two driveways with approx. 3 ft. separation. Combined curb cut greater than 20 ft.

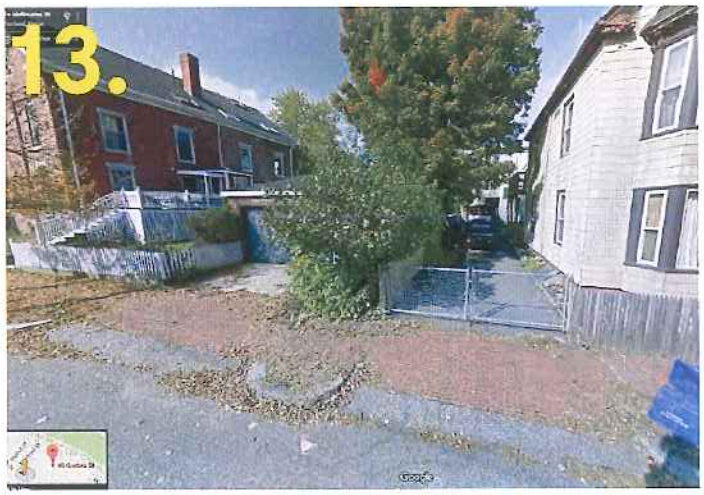
10. 54 Quebec St., two driveways with approx. 3 ft separation.

11. 59 Lafayette St., new construction, two driveways with approx. 5 ft. curb separation.

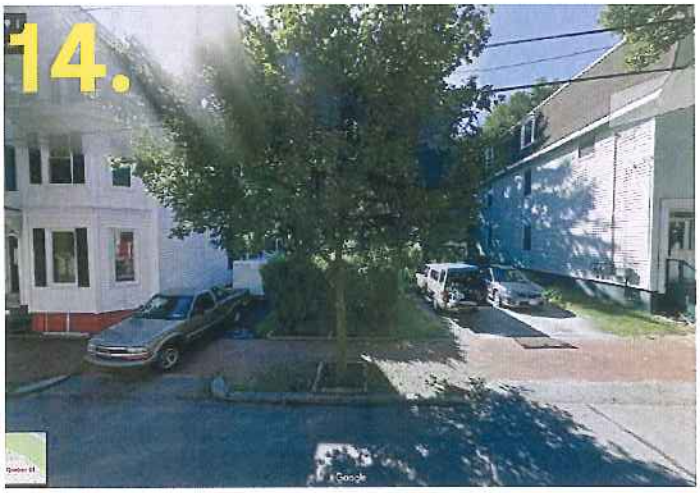
12. 85 Quebec St., two driveways, approx. 10 ft. separation.



13. 76 Melbourne St., two driveways with approx. 3 ft. curb separation.



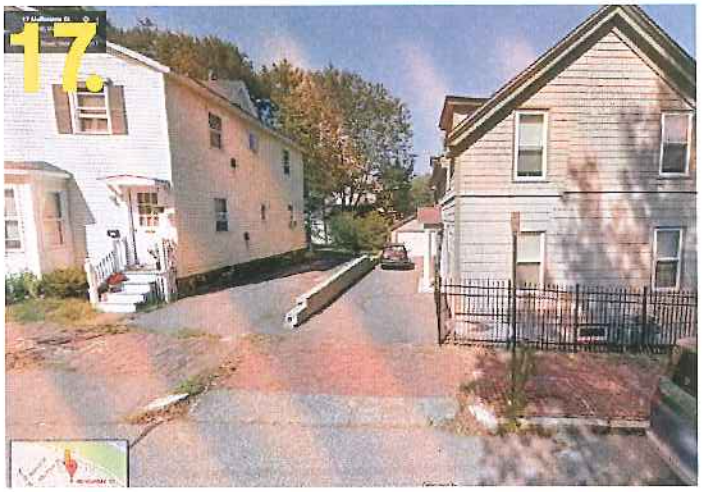
14. 64 Melbourne St., two driveways with approx. 12 ft. curb separation.



15. 52 Melbourne St., two driveways with 0 ft. curb separation.

16. 34 Melbourne St., two driveways with approx. 2 ft separation.

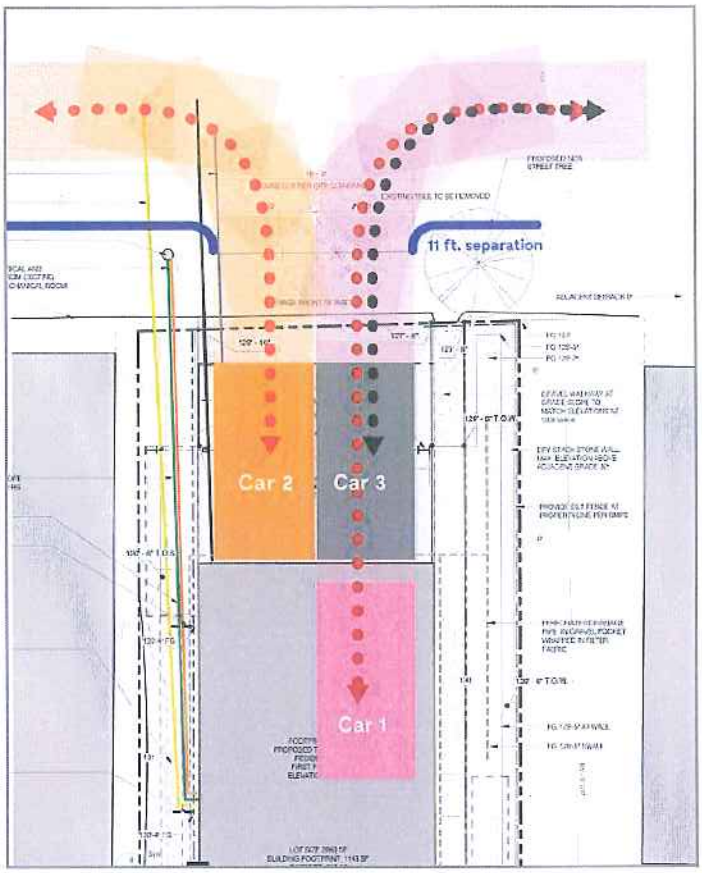
17. 17 Melbourne St., two driveways with approx. 1 ft separation.



18. 20 Merrill St., three driveways, approx 2 ft. separation, combined cut greater than 20 ft.

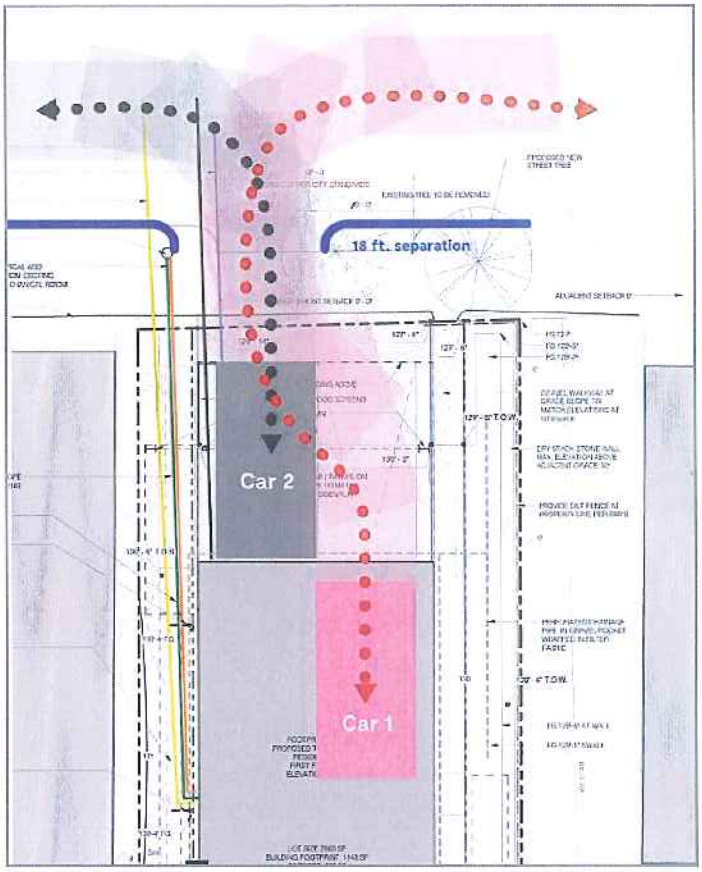
II. Safety

We understand that safety is one reason behind the 20 ft. curb separation standard. We fully support measures to make neighborhoods safer for both pedestrians and vehicle traffic. In our particular case, allowing us the full 18 ft. curb cut requested will create a safer condition than forcing us to squeeze our vehicles through a narrower cut that would be awkwardly placed offset from our garage and require turning maneuvres in the sidewalk and parking pad area.



With 9 ft. waiver as requested:

- Cars can pull cleanly into parking spaces, without the need for awkward or dangerous maneuvres to get into parking spaces.
- All 3 parking spaces can be fully utilized.



With 2 ft. waiver:

- Car must turn significantly as it traverses sidewalk and parking pad to reach the garage.
- Use of one parking space is lost, and the second car always blocks in the first car.

III. Neighborhood parking capacity

Knowing that parking is at a premium in this neighborhood, and also that winter snow pile-ups and parking bans further reduce on-street parking, we have tried to plan our building in the most responsible way possible. With a two unit residence, we will be bringing at least 3 cars to the neighborhood, and have planned for all of those to be parked on our property. With the loss of one full-size space on the street due to our curb cut, this is a net increase of 2 spaces to the neighborhood, and none of these are vulnerable to snow-fall.

Planning and Urban Development Department
Planning Division

Subject: R-6 Small Infill Design Review – 40 Quebec Street

Written by: Caitlin Cameron, Urban Designer

Date of Review: Thursday, November 12, 2015

On Thursday, November 12, a design review according to the *City of Portland Design Manual* Standards was performed for the proposed new construction of a two-family dwelling at 40 Quebec Street. The review was performed by Caitlin Cameron, Urban Designer, Nell Donaldson, Planner, and Shukria Wiar, Planner, all within the Planning Division of the Department of Planning & Urban Development. The project was reviewed against the *R-6 Small Infill Development Design Principles & Standards* (Appendix 7 of the Design Manual). The final submission was reviewed again on January 22nd, 2016 and no changes to the architecture appear to have been made that would change the findings of the original design review.

Design Review Criteria:
The project was reviewed with the Alternative Design Review which has the following criteria:

A. Proposed design is consistent with all of the Principle Statements
B. The majority of the Standards within each Principle are met
C. The guiding principle for new construction under the alternative design review is to be compatible with the surrounding buildings in a two-block radius in terms of size, scale, materials, and siting, as well as the general character of the established neighborhood, thus Standards A-1 through A-3 shall be met.
D. The design plan is prepared by an architect registered in the State of Maine.

Findings of the Design Review: The project meets all of the criteria above and **passes** the design review.

Design Review Comments *(red text denotes principles or standards that are not met)*:

Principle A Overall Context – Met – Although this project is different in aesthetic style than the predominant residential vernacular on the peninsula, this neighborhood is increasingly becoming eclectic and can accommodate contemporary interpretations of residential architecture.

- *A-1 Scale and Form:* The scale of the building is one story taller than some of the context but meets the zoning code height requirements. The building footprint is the same scale as the previous house on the site. Overall the effect is compatible with the neighborhood.
- *A-2 Composition of Principal Facades:* The composition of the facade has similar symmetries to the existing context and make reference to a two-bay composition similar to a triple-decker façade.

- *A-3 Relationship to the Street:* The ground floor of the building sits back further from the street than most buildings in this neighborhood but retains the street wall with the proportion and placement of the elevated mass. The garage is street-facing but is set back from the street which does mitigate its impact to some degree. The screen contributes to the street wall and hides the parking.

Principle B Massing – Met – The proportion and scale of the building overall is harmonious and human-scaled – the neighboring buildings are either two and a half or three-story buildings with simple massing. The building width is similar to the surrounding neighborhood and uses the footprint of the original house that was on-site.

- *B-1 Massing:* The building has a rectangular mass that has been shifted towards the street at the upper floors in order to maintain the street wall. The recessed ground floor mass will accommodate the applicant's parking – the street wall is again maintained to some degree with a screen wall to ground the project.
- *B-2 Roof Forms:* The building uses flat form which is typically found in the triple-decker residential architecture but relates to the more contemporary buildings in the neighborhood.
- *B-3 Main Roofs and Subsidiary Roofs:* There is a clear main roof form.
- *B-4 Roof Pitch:* The standard requires that mono pitched roofs shall not have a pitch of less than 7:12.
- *B-5 Façade Articulation:* The project employs a canopy and the ground floor is recessed. The curtain wall has a similar impact as a window bay.
- *B-6 Garages:* The street-facing façade of the garage is recessed behind the façade of the main structure in conformance with this standard. The garage door is 9' wide.

Principle C Orientation to the Street – Met – The project appropriately reflects the private/public relationship of residential buildings in this neighborhood except in the case of the ground floor entry which is far back – the use of the screen and the cantilevered upper floors are intended to provide the necessary street wall.

- *C-1 Entrances:* The main entry is on the side of the building. The entry will be indicated by a path from the public right-of-way and with the canopy which extends towards the street. The applicant confirmed that the door could not be moved to face the street.
- *C-2 Visual Privacy:* Visual privacy is adequately addressed; all ground floor windows are either raise, setback, or higher than 48" above adjoining sidewalk grade.
- *C-3 Transition Spaces:* The carport and walkway from the sidewalk to the front entrance is successful as a transition space, especially with the use of a differentiated paving.

Principle D Proportion and Scale – Met – The proportion and scale of the building overall is harmonious and human-scaled. The project is of similar scale and composition as a triple-decker type found throughout the neighborhood.

- *D-1 Windows:* The majority of windows are rectangular. There is a mix of vertical and horizontal orientation but the review panel overall felt the windows were appropriately proportioned to the building.
- *D-2 Fenestration:* The review panel overall felt the windows were appropriately scaled to the building. The area of fenestration meets the standard.
- *D-3 Porches:* N/A

Principle E Balance – Met – The building façade composition creates a sense of balance with good use of overall and local symmetry and articulation of façade materials.

- *E-1 Window and Door Height:* The majority of window and door head heights align along a common horizontal datum.
- *E-2 Window and Door Alignment:* The majority of windows are stacked so that centerlines of windows are in vertical alignment.
- *E-3 Symmetricality:* Primary window compositions are arranged symmetrically around discernable vertical axes.

Principle F Articulation – Met – The project employs visually interesting and well composed facades.

- *F-1 Articulation:* It is a little bit difficult to discern the trim and window details of the project however, if there is a little bit of a shadow line or depth created with these details, as it appears there would be, then the standard is met. The materials chosen provide texture and shadow lines.
- *F-2 Window Types:* Generally the windows meet the standard – the windows types belong to a consistent family. Although not all proportions or sizes are the same, the panel did not feel there were too many types.
- *F-3 Visual Cohesion:* The visual cohesion of the façade is good. The stucco cladding at the base should maintain the visual appearance and feeling of being the heaviest material to ground the project.
- *F-4 Delineation between Floors:* The three distinct building forms do inform the floor delineation on most facades of the building. The ground floor is delineated by a material change; the upper floors are delineated with fenestration patterns.
- *F-5 Porches, etc.:* The entry "porch" or canopy is integrated into the overall design using the structural elements to express and support the entryway canopy.
- *F-6 Main Entries:* The main entry is on the side of the building. The entry will be indicated by a path from the public right-of-way and with the canopy which extends towards the street. The applicant confirmed that the door could not be moved to face the street.
- *F-7 Articulation Elements:* It is difficult to tell from the drawings provided whether there will be reveals or articulation in the window details. There do not appear to be offsets other than the building form itself; the project has a cornice with a minimal profile.

Principle G Materials – Met – Neighborhood context is becoming more eclectic and therefore a mix of materials other than clapboard is increasingly appropriate.

- *G-1 Materials:* The primary material is horizontal lap siding which has a scale and character similar to the clapboard that dominant in the neighborhood. A more contemporary wood screen will face the street, and although not a material typically found, is not incompatible with the context. The stucco building base is not typically seen in New England vernacular but has a similar quality as the painted brick building bases in the neighborhood. The stucco will not be very visible from the street.
- *G-2 Material and Façade Design:* The materials are appropriately placed according to their nature and consistent with the façade design and serve to differentiate the building forms.
- *G-3 Chimneys:* Not applicable

- *G-4 Window Types:* The windows types belong to a consistent family. Although not all proportions or sizes are the same, the review panel did not feel there were too many types.
- *G-5 Patios and Plazas:* N/A

PORTLAND MAINE

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Jeff Levine, AICP, Director
Director of Planning and Urban Development

Tammy Munson
Director, Inspections Division

Electronic Signature and Fee Payment Confirmation

Notice: Your electronic signature is considered a legal signature per state law.

By digitally signing the attached document(s), you are signifying your understanding this is a legal document and your electronic signature is considered a ***legal signature*** per Maine state law. You are also signifying your intent on paying your fees by the opportunities below.

I, the undersigned, intend and acknowledge that no permit application can be reviewed until payment of appropriate permit fees are ***paid in full*** to the Inspections Office, City of Portland Maine by method noted below:

Within 24-48 hours, upon receipt of an e-mailed invoice from Building Inspections, which signifies that my electronic permit application and corresponding paperwork have been received, determined complete, entered by an administrative representative, and assigned a permit number, I then have the following four (4) payment options:

- ☐ to provide an on-line electronic check or credit/debit card (we now accept American Express, Discover, VISA, and MasterCard) payment (along with applicable fees beginning July 1, 2014),
- ☐ call the Inspections Office at (207) 874-8703 and speak to an administrative representative to provide a credit/debit card payment over the phone,
- ☐ hand-deliver a payment method to the Inspections Office, Room 315, Portland City Hall,
- ☐ or deliver a payment method through the U.S. Postal Service, at the following address:

City of Portland
Inspections Division
389 Congress Street, Room 315
Portland, Maine 04101

Once my payment has been received, this then starts the review process of my permit. ***After all approvals have been met and completed, I will then be issued my permit via e-mail.*** No work shall be started until I have received my permit.

Applicant Signature:_____ Date: 9/29/15

I have provided digital copies and sent them on:_____ Date: 9/29/15

NOTE: All electronic paperwork must be delivered to buildinginspections@portlandmaine.gov or by physical means ie; a thumb drive or CD to the office.

Level I – Minor Residential Development Review Application Portland, Maine

Planning and Urban Development Department
Planning Division

Portland's Planning and Urban Development Department coordinates the development review process for site plan, subdivision and other applications under the City's Land Use Code. Attached is the application form for a Level I: Minor Residential site plan and building permit.

Level I: Minor Residential development includes:

- Development of a single-family or a two-family building, excluding building additions, decks, or accessory structures, such development shall be deemed minor residential development for purposes of this article regardless of its size.
- The addition of any additional dwelling unit to a building initially reviewed as a two-family dwelling or multifamily structure, if the additional dwelling unit does not require subdivision review under Maine State Statutes and Portland's Subdivision Ordinance.

As of September 16, 2010 all new construction of one and two family homes are required to be sprinkled in compliance with NFPA 13D. This is required by City Code. (NFPA 101 2009 ed.)

The Maine Home Construction Contracts Act requires that any home construction or repair work for more than $3000 in materials or labor must be based on a written contract unless the parties agree to exempt themselves. A sample contract is available on the City's website at http://www.portlandmaine.gov/756/Codes-Regulations-Ordinances

The Land Use Code (including Article V), the Technical Manual, and the Design Manual are available on the City's web site at http://www.portlandmaine.gov/756/Codes-Regulations-Ordinances

Inspection Division
Room 315, City Hall
389 Congress Street
(207) 874-8703

Office Hours
Monday thru Friday
8:00 a.m. – 4:00 p.m.

Planning Division
Fourth Floor, City Hall
389 Congress Street
(207) 874-8721

Office Hours
Monday thru Friday
8:00 a.m. – 4:30 p.m.

Project Address: 40 Quebec St. Portland, ME 04101

Total Square Footage of Proposed Structure/Area: 3696 sq. ft (including garage)	**Area of lot (total sq. ft.):** 2975 sq.ft **Garage:** **Yes** X **No** ____ **Attached** x **Detached** ____ **Sq. Ft.:** 289	**Number of Stories:** 3 **Number of Bathrooms:** 4 **Number of Bedrooms:** 4
Tax Assessor's Chart, Block & Lot(s): Chart# Block # Lot #	CBL 014 H003001	

Current legal use: Residential

Number of Residential Units 2

If vacant, what was the previous use? n/a

Is property part of a subdivision? no **If yes, please name** n/a

Project Description:

Construct new 3 story two-family residence.

APPLICANT – (must be owner, Lessee or Buyer) Name: Matthew Murrell and Katherine Howe Business Name, if applicable: Address: 2 Tanner St. City/State : Portland, ME Zip Code: 04106	Work # Home# Cell # 203 415 0578 e-mail: katejhowe@gmail.com
OWNER INFORMATION – (if different from Applicant) Name: Address: City/State : Zip Code:	Work # Home# Cell # e-mail:
CONTRACTOR INFORMATION: Name: Riley Pratt (GO Logic) Address: P.O. Box 567 City/State : Belfast, ME Zip Code: 04915 Phone Number: 207.338.1566 x 240 e-mail: riley@gologic.us	**Contact when Building Permit is Ready:** Name: Riley Pratt (GO Logic) Phone Number: 207 338 1566 x 240 e-mail: riley@gologic.us

ENGINEER INFORMATION:	Engineer Contact Information
Name: Becker Structural Engineers Inc Address: 75 York St. City/State : Portland, ME Zip Code: 04101	E-mail: nathan@beckerstructural.com Home #: Work #: 207 879 1838 x 112 Cell #: Fax#:
SURVEYOR INFORMATION:	**Surveyor Contact Information**
Name: Owen Haskell Address: 390 U.S. Route 1 Unit 10 City/State : Falmouth, ME Zip Code: 04105	E-mail: jschwanda@owenhaskell.com Home #: Work #: (207) 774-0427 Cell #: Fax#: (207) 774-0511
ARCHITECT INFORMATION:	**Architect Contact Information**
Name: Matthew O'Malia (GO Logic) Address: P.O. Box 567 City/State : Belfast, ME Zip Code: 04915	E-mail: matt@gologic.us Home #: Work #: 207 338 1566 x 220 Cell #: Fax#:

DEVELOPMENT REVIEW FEES:

Payment may be made in cash, credit card or check addressed to the City of Portland.

Level I Minor Residential Site Plan	**Fees Paid:**
1. Application Fee - $300.00	$ 300
2. Inspection Fee - $100.00 (for site plan inspection by the Planning Division)	$ 100
3. Certificate of Occupancy Fee - $100.00	$ 100
4. Building Permit (Cost of Work)	$ 6,614
Total Due:	$ 7,114
Building Permit Fee - $25 for the first $1,000 construction cost - $11 every additional $1,000.	
Performance Guarantee - Exempt except for those projects that complete construction in the winter and the site work is incomplete.	

Please submit all of the information outlined on the applicable Checklist, shown on Page 4 and 5 of this Application. In addition, a CD or PDF (e-mailed to buildinginspections@portlandmaine.gov) of the entire Application, including all plans, must be submitted with the Application. Failure to do so may result in the automatic denial of your permit.

Portland's development review process and requirements are outlined in the Land Use Code (Chapter 14), which includes the Subdivision Ordinance (Section 14-491) and the Site Plan Ordinance (Section 14-521). Portland's Land Use Code is on the City's web site: www.portlandmaine.gov Copies of the ordinances may be purchased through the Planning Division. All of the information on the checklist must be submitted for review. The applicant must check off the items contained in the application package to ensure the application is complete.

Property Taxes:
If you or the property owner owes real estate or personal property taxes or user charges on any property within the City, payment arrangements must be made before a permit of any kind is accepted.

Separate Permits:
Separate permits are required for internal and external plumbing, HVAC, and electrical installations.

I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the Planning Authority and Code Enforcement's authorized representative shall have the authority to enter all areas covered by this permit at any reasonable hour to enforce the provisions of the codes applicable to this permit.

Signature of Applicant:	**Date:** 9/29/15

This is not the permit - you may not commence any work until the permit is issued.

A CD or PDF of the entire application, including all plans, must be submitted with the

General Submittal Requirements – Level I Minor Residential			
Applicant Checklist	***Planner Checklist (internal)***	***Number of Copies***	***Submittal Requirement***
☒		*2*	*Completed application form and check list.*
☐		*1*	*Application fees.*
☒		*2*	*Evidence of right, title and interest.*
☐		*2*	*Copies of required state and/or federal permits.*
☐		*2*	*Written Description of existing and proposed easements or other burdens.*
☐		*2*	*Written requests for waivers from individual site plan and/or technical standards.*
☒		*2*	*Written summary of fire safety (referencing NFPA fire code and Section 3 of the City of Portland Technical Manual). Refer to Fire Department Checklist on page 6 of this application.*

application. (e-mail to buildinginspections@portlandmaine.gov)

Site Plans and Boundary Survey Requirements – Level I Minor Residential			
Applicant Checklist	**Planner Checklist (internal)**	**Number of Copies**	**Submittal Requirement**
☒		3	Boundary survey meeting the requirements of section 13 of the City of Portland Technical Manual with the site plan information listed below shown on the plan, including a north arrow and a scale greater than or equal to 1”=20’. (Photocopies of the plat or hand drawn building footprints will not be accepted.)
☒		▪ *Zoning district, setbacks and dimensional requirements. Show zone lines and overlay zones that apply to the property, including Shoreland Zone &/or Stream Protection Zone.*	
☒		▪ *Existing and proposed structures (including location of proposed piers, docks or wharves if in Shoreland Zone).*	
☒		▪ *Location and dimension of existing and proposed paved areas.*	
☒		▪ *Proposed ground floor area of building.*	
☒		▪ *Finish floor elevation (FEE) or sill elevation.*	
☒		▪ *Exterior building elevations (show all 4 sides).*	
☒		▪ *Existing and proposed utilities (or septic system, where applicable)*	
☒		▪ *Existing and proposed grading and contours.*	
☒		▪ *Proposed stormwater management and erosion controls.*	
☒		▪ *Total area and limits of proposed land disturbance.*	
☐		▪ *Proposed protections to or alterations of watercourses.*	
☐		▪ *Proposed wetland protections or impacts.*	
☒		▪ *Existing vegetation to be preserved and proposed site landscaping and street trees (2 trees per unit for a single or two-family house).*	
☒		▪ *Existing and proposed curb and sidewalk, except for a single family home.*	
☐		▪ *Existing and proposed easements or public or private rights of way.*	
☒		▪ *Show foundation/perimeter drain and outlet.*	
☐		▪ *Additional requirements may apply for lots on unimproved streets.*	

Building Permit Submittal Requirements –Level I: Minor Residential Development			
Applicant Checklist	**Planner Checklist (internal)**	**Number of Copies**	**Submittal Requirement**
		1	**One (1) complete set of construction drawings must include:**
X			▪ *Cross section with framing details*
X			▪ *Floor plans and elevations to scale*
X			▪ *Stair details including dimensions of : rise/run, head room, guards/handrails, baluster space*
X			▪ *Window and door schedules*
X			▪ *Foundation plans w/required drainage and damp proofing , if applicable*
X			▪ *Detail egress requirements and fire separation, if applicable*
X			▪ *Insulation R-factors of walls, ceilings & floors & U-factors of windows per the IEEC 2003*
X			▪ *Deck construction including: pier layout, framing, fastenings, guards, stair dimensions*
X			▪ *As of September 16, 2010 all new construction of one and two family homes are required to be sprinkled in compliance with NFPA 13D. This is required by City Code. (NFPA 101 2009 ed.)*
X			▪ *Reduced plans or electronic files in pdf format are also required if original plans are larger than 11X17"*

** **Reminder:** **

1. **A CD or PDF of the entire application, including all plans, must be submitted with the application.**
2. Separate permits are required for internal and external plumbing, HVAC, and electrical installations.
3. Please submit all of the information outlined in this application checklist.
4. If the application is incomplete, the application may be refused.
5. The Planning and Urban Development Department may request additional information prior to the issuance of a permit.

Site Plan Standards for Review of Level I: Minor Residential

Level I: Minor Residential site plan applications are subject to the following site plan standards*, as contained in section 14-526 of Article V, Site Plan:

- 14-526 (a) **Transportation Standards**:
  - 2.a. Site Access and Circulation (i) and (ii);
  - 2.c Sidewalks: (*if the site plan is a two- family or multi-family building only*);
  - 4.a. Location and required number of vehicle parking spaces:(i) and (iv)

- 14-526 (b) **Environmental Quality Standards**:
  - 1. Preservation of significant natural features.
  - 2.a. Landscaping and landscape preservation
  - 2.b. Site landscaping (iii)
  - 3.a. Water quality, stormwater management and erosion control: a., d., e., and f.

- 14-526 (c) **Public Infrastructure and Community Safety Standards**:
  - 1. Consistency with Master Plan
  - 2. Public Safety and fire prevention
  - 3. Availability and adequate capacity of public utilities; a., c., d., and e.

- 14-526 (d) **Site Design Standards**:
  - 5. Historic Resources
  - 9. Zoning related design standards

• *Except as provided in Article III of the City Code, or to conditions imposed under Section 14-526(e) only, or to those submission requirements set forth in section 14-527 as relate solely thereto.*

PORTLAND FIRE DEPARTMENT
SITE REVIEW
FIRE DEPARTMENT CHECKLIST

A separate drawing[s] shall be provided to the Portland Fire Department for all site plan reviews.

1. Name, address, telephone number of applicant.
2. Name address, telephone number of architect
3. Proposed uses of any structures [NFPA and IBC classification]
4. Square footage of all structures [total and per story]
5. Elevation of all structures
6. Proposed fire protection of all structures
   - ***As of September 16, 2010 all new construction of one and two family homes are required to be sprinkled in compliance with NFPA 13D. This is required by City Code. (NFPA 101 2009 ed.)***
7. Hydrant locations

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January 6, 2016
Attn: Philip DiPierro
Development Review Coordinator

Responses to Review Comments for Single Family Site Plan

Murrell/Howe Duplex
Project ID 2015-02404
40 Quebec St.

Survey

1. Survey is included with updated submittal information.

Site Plan Requirements

1. Standard size (18'X9') parking spaces are indicated on the site plan.

2. Zoning District (R-6) has been added to the Site Notes on sheet A 1.1.

3. The soil type (HIB) has been added to the Site Notes on sheet A1.1.

4. A Construction Management narrative has need added to the Site Notes on sheet A1.1. The location of proposed silt fencing has been indicated on the Site Plan.

5. The revised Site Plan includes the following measures to ensure the adjacent properties will not be negatively impacted by storm water surface drainage:

-Walkways along the side yards have been changed from hardscape to gravel increasing infiltration area for storm water.

-An infiltration trench has been added along the western edge of the structure to capture roof runoff from downspouts. This infiltration trench feeds into a rain garden

-A rain garden has been located at the rear and east side of the property. The infiltration trench and rain garden have been sized according to the guidelines provided by the Maine DEP that indicate rain gardens are most effective when sized to 20-30% of the drainage area. The roof area of the home is 1575 SF. The proposed infiltration area of the infiltration trench and rain garden is 394 SF – equal to 25% of the drainage area.

-The soil type (HIB – hydrologic soil group A) has a natural drainage class that is very well drained with very low runoff.

- Spot Elevations have been added along the swale behind the dry stack stone wall at the eastern edge of the property.

6. There is only room for 1 street tree. In substitution for the second required street tree, a contribution will be made to the tree fund. A note has been added to the Site Notes on sheet A1.1.

7. Section details of the infiltration trench and rain garden have been added to the Site Plan, A1.1.

8. The owners are requesting a Waiver from the required 20' minimum separation between driveways. The request for this waiver is being made as a separate submittal. The proposed driveway width has been revised to comply with the maximum driveway width of 20'.

Additional comments addressing Design Review:

1. Method for calculating average grade: Average grade was calculated by taking the average of the existing surveyed grades where the lot meets the sidewalk at Quebec St. At the western property corner existing grade

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is 130'. At the eastern property corner, the existing grade is 127'. There is a consistent slope between these two points along the street. The average grade is calculated at 128'-6". Note that these existing grades are consistent at the back of the lot and no significant grade change is proposed.

2. Garage door width is 9' maximum per zoning requirements.

3. The revised curb cut width is 18', which is within city requirements.

4. Standard size (18' X 9') parking spaces are indicated on the site plan. The sliding screen will be comprised of steel frames with wood slats. The steel frames will be top hung from a track attached to the underside of the building volume. At the building corners, the track will have a radius curve that will allow the panels to slide out of the way and around the corner so that vehicles may pull into the carport and park. A total of 4 panels are currently proposed. Each panel has an approximate width of 5' providing a total of 20' of carport screening.

5. Entrance Placement: Given the narrow lot and narrow building with two cars parked in the carport in front of the house, there would be very little room to access the front door directly behind a parked car, especially with strollers, kids and all the other things need to go in and out on a daily basis.

Additionally, a front door on the front facade would not be able to have a walkway leading up to the door, because it would be blocked by a car most of the time. Counter-intuitively, it would be less prominently marked on the front façade than when we move it just around the corner.

Design-wise, the walkway and entry porch covering on the right side of the building create a nice offset and composition with the large curtain window on the left side of the building. We achieve the effect of having the door on the front north-facing wall by putting in a full height window to create the same visual effect as a door. The entry as a whole is entirely open to the street. Because the living spaces are on the upper floors and in the back of the structure, there is less of a privacy concern at the entry and therefore this space can look out onto the street.

The path to the entry to the west of the carport will be clearly apparent from the street. A pervious gravel or stone paver path will lead from the sidewalk underneath the porch to the front door. The porch roof will provide shelter and down lighting to illuminate the path at night. The remaining edge between the path and the property line will be landscaped.

Att. C

WARRANTY DEED

KNOW ALL MEN BY THESE PRESENT: That Wafa LaRochelle of 40 Quebec Street, Portland, ME 04101, for consideration paid grant(s) to Matthew B. Murrell and Katherine Howe of 331 Pavonia Avenue, Jersey City NJ 07302, as joint tenants with rights of survivorship, with WARRANTY COVENANTS:

A certain lot or parcel of land with the buildings thereon situated on the Southerly side of Quebec Street in Portland, Cumberland County, Maine, and bounded and described as follows, to wit:

Beginning at a point marked by an iron bolt in the Southerly side line of said Quebec Street marking the corner between lots 168 and 169 on the Moses Gould and Eliphalet Clark plan, and being also the division point between lots 38 and 40, as per City plans of said Portland; thence Easterly along the Southerly side of Quebec Street a distance of thirty-five (35) feet to a point; thence from these two points running Southerly and parallel lines, holding the width of thirty-five (35) feet and adjoining on the West the Easterly side line of a lot of land now or formerly owned by H. E. Wheelock, a distance of eighty-four and six tenths (84.6) feet, more or less, to the rear end of the lot hereby conveyed, being the land now or formerly of Moses Gould and of Elias Thomas, et al, being the same premises conveyed by Edmond E. True by deed recorded in Cumberland County Registry of Deeds in Book 927, Page 257.

Reference is hereby made to a deed to Wafa LaRochelle by virtue of a quitclaim deed from Hassan Ali Aldhamen dated 06/01/2005 and recorded at the Cumberland County Registry of Deeds in Book 22734, Page 42.

MAINE REAL ESTATE TAX PAID

Executed this 20th day of February, 2015.

Received
Recorded Register of Deeds
Feb 24,2015 01:21:39P
Cumberland County
Nancy A. Lane

Wafa LaRochelle

State of Maine
County of Cumberland February 20, 2015

Then personally appeared before me, the said Wafa LaRochelle and acknowledged the foregoing to be his/her/their voluntary act and deed.

Notary Public/Justice of the Peace
Commission expiration:

WENDY L. SWAN
NOTARY PUBLIC - MAINE
My Commission Expires October 13, 2018

RE: 2015-36271

Acknowledgment of Code Compliance Responsibility- Fast Track Project

I, Katherine Howe am the owner or duly **authorized owner's agent** of the property listed below
Print Legal Name

40 Quebec St., Portland ME 04101
Physical Address

I am seeking a permit for the construction or installation of:
New 3-story, two family residence

Proposed Project Description

I understand that the permits obtained pursuant to this acknowledgement of code compliance responsibility will be in my name and that I am acting as the **general contractor** for this project. I accept full responsibility for the work performed.

I am submitting for a permit authorized by the **State of Maine Uniform Building and Energy Code (MUBEC), Fuel Board Laws and Rules and all locally adopted codes and standards applying to Plumbing, Electrical, Fire Prevention and Protection in anticipation of having it approved or approved with conditions**. I have read the following statement and understand that **failure to comply with all conditions once construction is begun may necessitate an immediate work stoppage until such time as compliance with the stipulated conditions is attained**. I certify that I have made a diligent inquiry regarding the need for concurrent state or federal permits to engage in the work requested under this building permit, and no such permits are required or I will have obtained the required permits prior to issuance of this permit. I understand that the granting of this permit shall not be construed as satisfying the requirements of other applicable Federal, State or Local laws or regulations, including City of Portland historic preservation requirements, if applicable. I understand and agree that this permit does not authorize the violation of regulations.

In addition, I understand and agree that this building permit does not authorize the violation of the **12 M.R.S. § 12801 *et seq*. - Endangered Species.**

I certify under penalty of perjury and under the laws of the State of Maine the foregoing is true and correct. I further certify that all easements, deed restrictions, or other encumbrances restricting the use of the property are shown on the site plans submitted with this application.

I hereby apply for a permit as a Katherine Howe of the below listed property and by so doing will assume
Owner or Owner's Agent

responsibility for compliance with all applicable codes, bylaws, rules and regulations.

I further understand that it is my responsibility to schedule inspections of the work as required and that the City's inspections will, at that time, check the work for code compliance. The City's inspectors may require modifications to the work completed if it does not meet applicable codes. KH *INITIAL HERE*

Sign Here: _____ Date: 9/30/15
Owner or Owner's Authorized Agent

PLEASE ALSO FILL OUT AND SIGN SECOND PAGE

Acknowledgment of Code Compliance Responsibility- Fast Track Project

OFFICE USE ONLY

PERMIT #_____

CBL #_____

THIS PROJECT IS ELIGIBLE FOR FAST TRACK PERMITTING BECAUSE IT IS IN THE FOLLOWING CATEGORY / CATEGORIES (CHECK ALL THAT APPLY):

- [ ] One/Two Family Swimming Pools, Spas or Hot Tubs
- [ ] One/Two Family Decks, Stairs and Porches (attached or detached) First Floor Only
- [ ] One/Two Family Detached One Story Accessory Structures (garages, sheds, etc.) not to exceed 600sq ft with no habitable space
- [ ] Home Occupations (excluding day cares)
- [ ] One/Two Family Renovation/Rehabilitation (within the existing shell)
- [ ] Attached One /Two Family Garages /Additions/Dormers bearing the seal of a licensed design professional
- [X] New *Sprinklered* One and Two Family Homes (bearing the seal of a licensed design professional stating code compliance) – ***MUST STILL RECEIVE LEVEL 1 SITE PLAN APPROVAL FROM PLANNING***
- [ ] One/Two Family HVAC (including boilers, furnaces, heating appliances, pellet and wood stoves)
- [ ] Interior office renovations with no change of use (no expansions; no site work; no load bearing structural changes are eligible)bearing the seal of a licensed design professional stating code compliance
- [ ] Interior Demolition with no load bearing demolition
- [ ] Amendments to existing permits
- [ ] Commercial HVAC systems (with structural and mechanical plans bearing the seal of a licensed design professional stating code compliance)
- [ ] Commercial HVAC for Boilers/Furnaces/Heating Appliances
- [ ] Commercial Signs or Awnings
- [ ] Exterior Propane Tanks
- [ ] Residential or Commercial Subsurface Waste Water Systems (No Rule Variance Only)
- [ ] Renewal of Outdoor Dining Areas
- [ ] Temporary Outdoor Tents and stages under 750 sq ft per tent or stage
- [ ] Fire Suppression Systems (Both non-water and water based installations)
- [ ] Fences over 6'-0" in height
- [ ] Site work only
- [ ] Retaining walls over 4ft in height with stamped plans (or approval from inspection staff)

I understand that if the property is located in a historic district this application will also be reviewed by Historic Preservation. I further understand that the Building Inspections Division reserves the right to deny a fast track eligible project.

Sign Here: _____ Date: 9/30/15

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Level I Minor Residential Permit Application

40 Quebec Street
Portland, Maine

Contents

Introduction, Overview + Project Team
Code & Zoning Assessment
Project Description
Design Principles & Standards for Alternative Design Review

Evidence of right, title and interest
N/A Copies of required state and/or federal permits
N/A Written Description of existing and proposed easements or other burdens
N/A Written requests for waivers from individual site plan and/or technical standards
Written summary of fire safety - See Fire Dept. Drawings and Plan Note

Attached Separately:
Drawing Set
Includes Fire Dept. Drawing
Site Plan and Boundary Survey (3 copies)
Boundary survey
Zoning district, setbacks and dimensional requirements.
Existing and proposed structures
Location and dimension of existing and proposed paved areas
Proposed ground floor area of building.
Finish floor elevation (FEE) or sill elevation
Exterior building elevations
Existing and proposed utilities
Existing and proposed grading and contours
Proposed storm water management and erosion controls
Total area and limits of proposed land disturbance
Proposed protections to or alterations of watercourses
Proposed wetland protections or impacts
Existing vegetation to be preserved and proposed site landscaping and street trees
Existing and proposed curb and sidewalk, except for a single family home
Existing and proposed easements or public or private rights of way
Show foundation/perimeter drain and outlet
Additional requirements may apply for lots on unimproved streets.

Construction Drawing Set (1 copy)

Introduction + Project Team

Introduction

We are pleased to submit the enclosed materials for Level I Minor Residential Permit Application, for the construction of our two-unit home at 40 Quebec Street, Portland Maine. We are requesting that the design be assessed under the Alternate Design Review process of the R-6 zoning district Design Manual.

We have hired GO Logic LLC, an Architecture and Construction firm (ME Licensed Architect, Lic #3810), to provide design services to develop the planning for the house and the garage, and they have prepared this application on our behalf.

Project Overview

The property is a 2975 square foot parcel located at 44 Quebec Street. The nearest cross-streets are Emerson and Howard. The current use of the property is single-family residential; the existing house is in poor condition and will be demolished as part of this scope of work.

The proposed construction is a two-family residential unit. A schematic design and siting of the building have been determined. The bulk and height of the proposed building are in compliance with the R-6 zoning district limitations. In addition, all setbacks have been met along with total lot coverage limitations. No accessory structures are planned, and no easements are required of neighboring properties.

Project Team

Property Owners – Matthew Murrell and Katherine Howe
Architect – GOL Logic, LLC; Matt O'Malia, Project Architect
Surveyor – Owen Haskell
Structural Engineer - Becker Structural Engineers

Code + Zoning Assessment

Quebec St. Residence
40 Quebec St. Portland, ME 04101

Summary Of Zoning Regulations

Zoning District – R6 Proposed Amendments

Minimum Setback Requirements

Principal Structure:
Front: 5 ft. (need not exceed average depth of adjacent lots)
Side: 5 ft.
Cumulative 10'
Side yard can be reduced to 0 –requires 5' min. easement
Rear: 10 ft.

Lot Restrictions

Minimum Street Frontage: 20 ft.
Minimum Lot Area: 2,000SF
Maximum Lot Coverage: 60%
Open Space Ratio: 20% (does not include impervious or parking)

Bulk Restrictions
Maximum Structure Height: 45 ft. principle structure (above average finished grade at fronting street)
18' detached accessory structure

Other
Off Street Parking: Only required with 3 or more units
Garage Openings On front facades shall not exceed 9' or forty % of the front facade to a max. of 20 ft.
Historic District: No
Shoreland Zoning: No

Building Code
2009 International Building Code / 2009 IRC

Design Certification Program R-6 Infill Development
Option – Alternate Design Review

Project Description

Project Description
Occupying a small, infill lot in the R-6 district on Quebec Street on Munjoy Hill, 40 Quebec Street is a proposed construction of a two-unit high performance residential dwelling. The property owners are a Portland couple looking to build their family home.

GO Logic is a Belfast based architecture and construction firm specializing in thermally efficient buildings based on the German Passive House standard. With all of our projects we believe there is an inherent synergy between designing for human comfort and long-term sustainability. If the building's design is based on specific and local climatic conditions well integrated with the building's function, the comfort of occupant and interaction with the site and surrounding buildings will be optimized. When the building envelope is designed and executed well, the building will require almost no supplemental heating energy and will provide a stable and comfortable interior environment. The relationship between thermal performance and human comfort results in an inherently compelling architectural response, as climate, form and function work in unison.

Technically, we set a goal for all of our projects to have the energy demand for space heating and cooling reduced to almost zero, allowing for the installation of renewable energy systems to create more energy than is consumed. Our design approach starts with a highly-insulated building shell that makes use of passive solar gain to lower space heating demands, allowing the cost and complexity of the mechanical systems to be minimized. Our target level of energy performance for the building as a whole is the German Passive House standard for space heating and air infiltration, which represents a 90% improvement on the buildings' space heating loads from typical code-compliant construction. These improvements over conventional construction, in conjunction with heat recovery ventilation, result in a building with an extremely small energy demand. Furthermore, due to the minimized heat load, a solar electric system can cover the building's space and domestic water heating demands in most climate regions, resulting in a cost-effective, grid-tied, Energy-Plus building as measured on an annual basis. While all of our projects are designed and built to these standards, we have officially certified three single-family residences in Maine, Connecticut, and Michigan, a dormitory for Unity College in Unity, Maine, and the first Passive House Certified laboratory in North America for the University of Chicago.

Design Principals + Standards for Alternative Design Review

Principle A – OVERALL CONTEXT

A building design shall contribute to and be compatible with the predominant character-defining architectural features of the neighborhood. (Standards: Scale and form; Composition and principal facades; Relationship to the street)

Munjoy Hill is the quiet neighborhood surrounding the site at 40 Quebec Street, located at the northeastern end of Portland's peninsula. It is densely settled with residential buildings and is relatively isolated from the major commuter routes. While the neighborhood was originally developed in the last quarter of the 19th century with timber frame Victorian houses, the original housing stock has seen significant aging, and has transformed over the last century as the buildings have been renovated, added to, and replaced with wide variation in quality, care and style. As a result, the neighborhood today includes a diverse housing stock of single and multi-family dwellings.

40 Quebec Street is situated approximately 1.5 blocks west of the Eastern, in the middle of the block between Howard St and Emerson St. Its topography slopes gently downward from west to east toward the Eastern Promenade.

Overview of existing building forms on both sides of the street within the block of the proposed site:
The houses on the 40 Quebec St. Block are a mix of flat and sloped roofs, primarily constructed with traditional stick frame and a natural wood or painted siding. A significant number of residences provide off-road parking.

40 Quebec St. Rendering

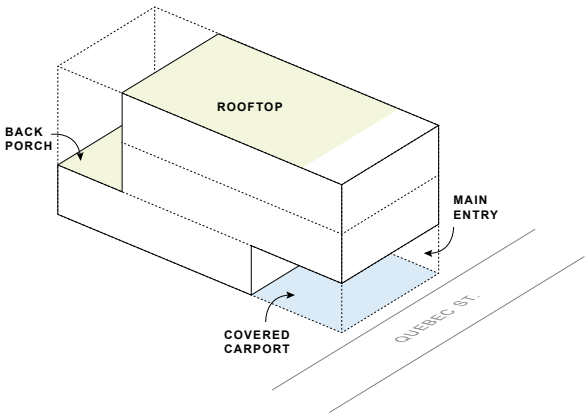
☑ **Standard A1: Scale and Form**

Height, massing, proportion of principle facades, roof shapes and scale of the architectural features of the structure.

The residential buildings within a two-block radius of the site are a blend of small 2 and 3 story historical houses and large 5 story multi-family apartment buildings. Our proposed 3 story building (with fourth story roof access) nestles between two single family houses, and has a similar building height to the buildings directly downhill and across the street.

Of the 17 residential structures on the block, 4 have flat roofs and an additional 3 have partial flat roofs, and the buildings directly to the south and north (across the street) have flat roofs. Our proposed flat roof maximizes the interior living space while keeping the overall building height to a minimum. The deck area on the rooftop is accessed by an enclosed stair, which projects above the primary roof plane but is set back substantially from the street.

Like many of the surrounding buildings, the proposed structure is long and compact, with carefully considered cuts out of the overall mass to create pockets for added program; the first floor recess serves as a covered carport for off-street parking and main entry into the garage, and the second floor recess creates a sunny back porch condition on the south side of the house.



☑ A2 Composition of Principal facades -

Proportion of facades; orientation of openings; ratio of solids to openings; rhythm of fenestration; entrance porches and other projections; and relations of materials, texture and color

The principal street-facing facade is 3 stories tall, with a deep recessed space on the first floor that acts as a covered car port and main entry. When viewed from the downhill sidewalk, this recession essentially reduces the facade at the street to two upper stories. Though contemporary in design language, the principal facade employs a historical 2-bay rhythm which is common in the neighborhood. The left side of the facade is articulated with large windows on the upper two floors, while the right half is fronted by a slatted wood screen. A sense of verticality is achieved by bringing the wood screen all the way to the ground level, which anchors the upper two stories. The screen also provides the required screening of the parking.

The exterior materials were chosen for their long-lasting durability and ability to age with grace over time. Wood, Glass and Stucco are combined in a way that anchors the ground floor and articulates the living spaces above. The siding and wood screen are a stained horizontal cedar, a common material expression in the neighborhood, and adds texture to the facade. The ground floor is finished with stucco, a durable material with a monolithic appearance that is known for its solid rock-like appearance. Large glass windows add a smooth, clean look to the facades.

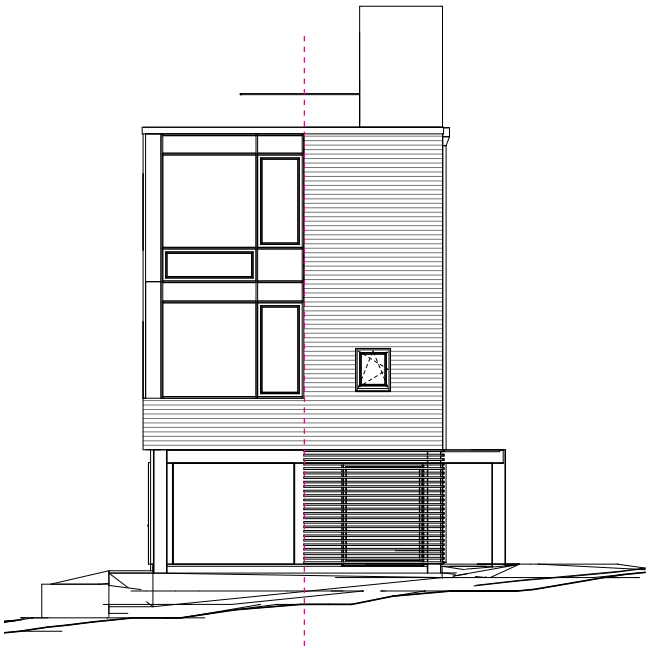
The slatted wood screen on the right half of the facade offsets the bulk of the building by introducing thin, almost delicate repeating lines. Light and air are able to pass through the screen while providing some spatial separation and privacy. The wood slats could also provide an opportunity for greenery on the facade if the owners choose, which will increase the leafy vegetation in the neighborhood.

A covered entry porch on the West facade creates a sheltered path to the front door.

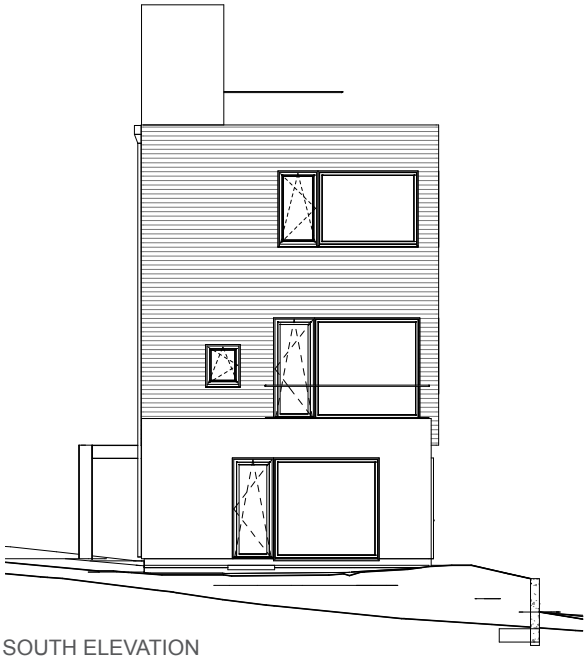
☑ A3 Relationship to the street

Walls of continuity; rhythm of spacing and structures on streets; orientation of principal elevations and entrances to the street

By occupying the same footprint as the original structure, we are maintaining the rhythm and spacing of the buildings along the 40 Quebec St. Block. The facade orientation and main access are also preserved from the front of the building. Many of the neighborhood buildings have a “permeable” facade in the form of front porches, stoops, or recessed parking areas which allow for outside occupancy at the street level; our recessed entry, carport, and perimeter landscaping also serve this purpose, and encourage moments of interaction between the residents and neighbors.

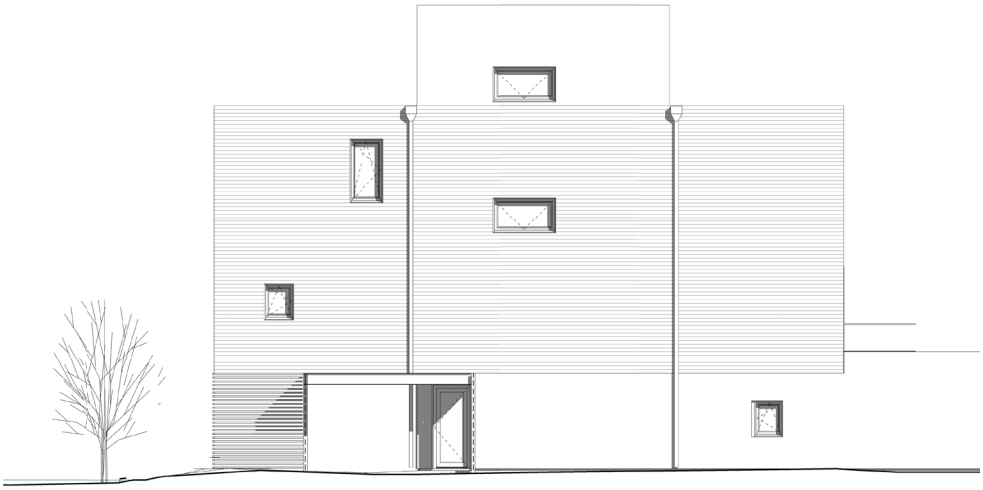


NORTH ELEVATION



SOUTH ELEVATION

EAST ELEVATION



WEST ELEVATION

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Principle B – MASSING
The massing of the building reflects and reinforces the traditional building character of the neighborhood through a well composed form, shape and volume.

☑ **Standard B-1 - Massing**

The buildings shape and pure volumetric form is not uncommon in the immediate neighborhood, especially with multi-family dwellings (1). There are also several flat-roofed single-family contemporary buildings within a two block radius (2).

The bulk and physical volume references the larger flat-roofed multi-family structures, while maintaining an overall size much closer to the single-family structures. In this way, the structure nestles amongst the smaller buildings on the block, and the massing and form give a clue that there are two separate dwellings within.

☑ **Standard B-2 - Roof Forms**
The roof forms along both sides of the street within the block of the proposed site are a mix of flat and sloped (3).

☑ **Standard B-3 - Main Roofs & Subsidiary Roofs**
The building maintains a clear roof form for the overall structure. The "subsidiary" roofs are occupiable, and therefore become decks for the adjacent living spaces.

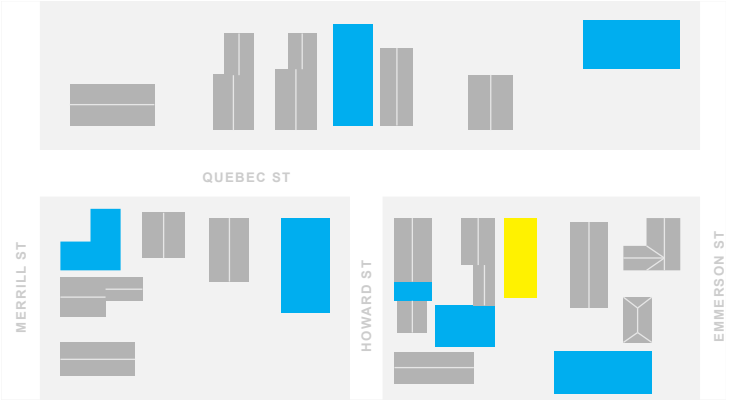
☐ **Standard B-4 - Roof Pitch**
We use a standard parapet cap detail with a projected metal edge to give definition to the building outline. There are other similar cornice details in the neighborhood. (2, 4)

☑ **Standard B-5 - Facade Articulation**
The proposed structure meets the required 2 of the 5 architectural elements:
3. Recessed Entries; by shifting the first floor wall back 18' from the front facade, we have created a sheltered entry for bikes, pedestrians, and vehicles.
4. Covered Porches, covered entries, or stoops; the main pedestrian entry on the northwest corner of the building is articulated with a covered porch structure.

NEIGHBORHOOD EXAMPLES:

(1) 46 Turner St
Multi-family flat roof structure on the project block

(2) 35 Lafayette St
Contemporary materials and pure volumetric form



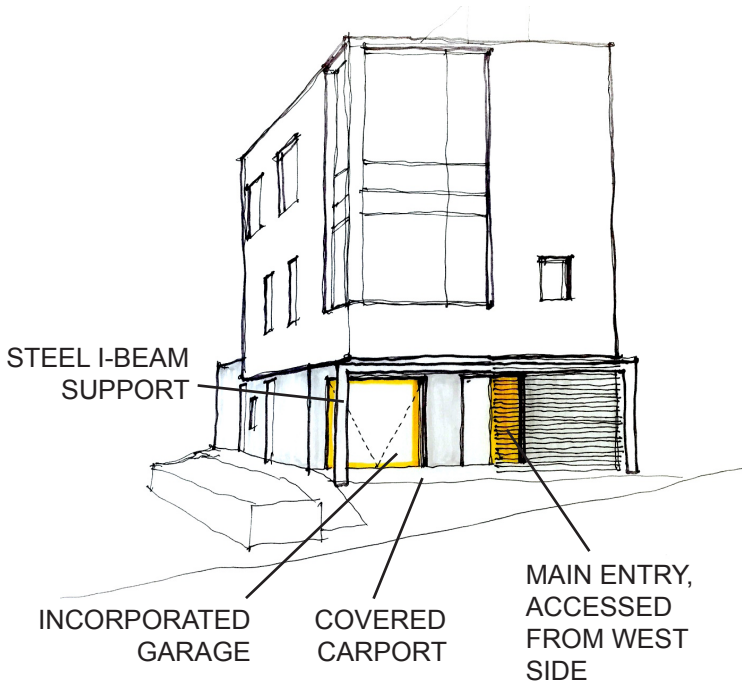
(3) Roof forms along the block are a mix of flat (blue) and sloped (gray). The proposed building site is in yellow.

(4) 70 Merrill St, Alternative Cornice Detail

☑ **Standard B-6 - Garages**

As allowed by Zoning regulations and Standard B-6, a single-car garage is integrated into the building form in the structure on the first level. The entry to the garage surpasses the minimum 4' required; it is recessed 18' from the main front facade.

The 9' garage door is recessed 18' from the front facade so its presence is reduced considerably. There are two full stories of living space above the garage.



Neighborhood garage designs, for reference:

70 Merrill St, incorporated garage

30 Melbourne St, incorporated garage and covered carport

45 Emerson St, detached garage with additional parking in front

Principle C – ORIENTATION TO THE STREET
The building's facade shall reinforce a sense of the public realm of the sidewalk while providing a sense of transition into the private realm of the home.

☑ **Standard C-1 - Entrances**
We have situated the building to provide clear entry from the street frontage along Quebec St.

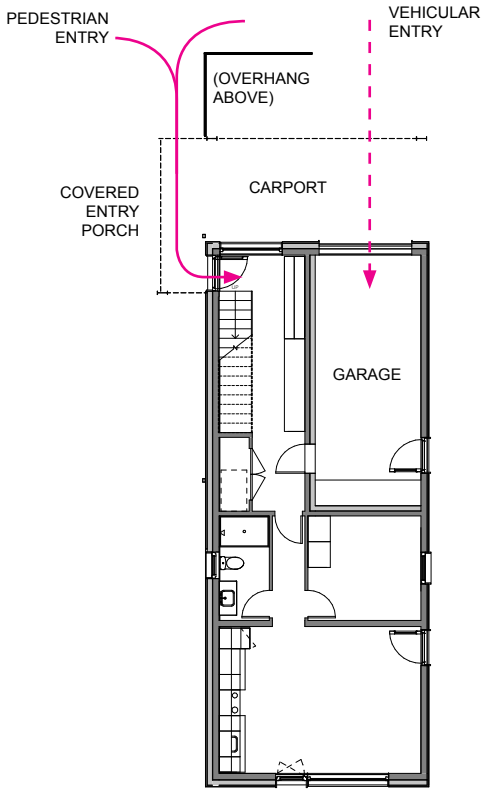
As described previously, the first floor facade is recessed 18', and is protected by the overhang of the building mass. There is a wooden screen on the right half, and an opening to the garage on the left. The main pedestrian entry to both dwellings is on the west side of the building, where the support beam slips past the edge of the structure to create a covered entry into the building. This main entry condition is reinforced through a change in materiality and details, and is clearly expressed at the curbside with articulated paving, lighting, and plantings. We have included a large street facing window adjacent to the entry door.

The generous overhang provides a protected carport that can be used for two additional parked cars. The recessed entry wall houses the garage door on the left and a window into the entrance hall on the right.

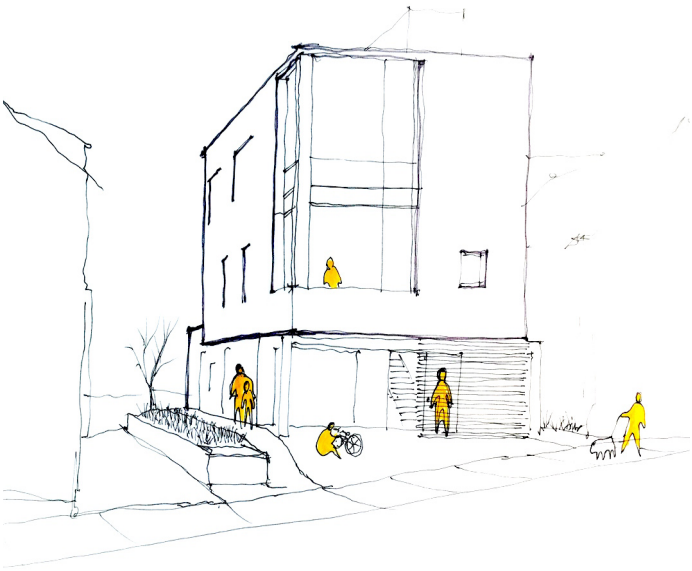
☑ **Standard C-2 - Visual Privacy**
The deep recessed entry also provides a sheltered space for the inhabitants. Screening along the front facade plane gives a sense of privacy to the entry while maintaining a connection with the public street-scape (2). The primary living spaces are located above public eye level on the second and third floors. Meanwhile, the upper windows provide opportunities to engage with the public realm of the sidewalk, while window treatments allow for privacy for those residing inside when needed.

☑ **Standard C-3 - Transition spaces**
The building elements of front facade and the way one accesses the building provides a sense of permeability; a gradual transition from public to private. There are many opportunities to occupy spaces along the front of the building, which increases chances for social encounters along the street-scape (2).

The proposed design meets the street with a neighborly presence, while also providing for sheltered parking on the property to keep residents' vehicles out of street spaces and deal with the reality of large winter snowfall and citywide parking bans.



(1) Ground Floor Plan



(2) Occupied Building Facade

Principle D – PROPORTION AND SCALE
Building proportions must be harmonious and individual building elements shall be human scaled.

Care has been taken to design a building that is pleasingly proportioned, simple, and scaled to the human being.

☑ **Standard D-1 - Windows**
The primary facade presents a large rectangular and vertically proportioned grouping of windows. In keeping with the standard, a small accent window also provides scale to the face.

The windows on the back (south) side of the building are large plate glass windows to take advantage of the solar gain in the winter and shoulder seasons. The front facade is divided into two bays; the uphill (western) half of the facade has little/no fenestration, while the downhill (eastern) half has large corner windows, mainly to take advantage of the morning light and to provide views downhill to the Eastern Promenade.

☑ **Standard D-2 - Fenestration**
All doorways are glass. All other openings are scaled appropriately, both for the amount of sunlight needed for solar gain and for the inhabitants within, (i.e. bathroom windows have a sill height of 3'4", for adequate privacy, and western windows are significantly smaller to avoid overheating in the afternoon). The area of fenestration of the front facade surpasses the minimum requirement at 22% of the total area, which does not even include the glass door and window on the first floor, which are partially screened.

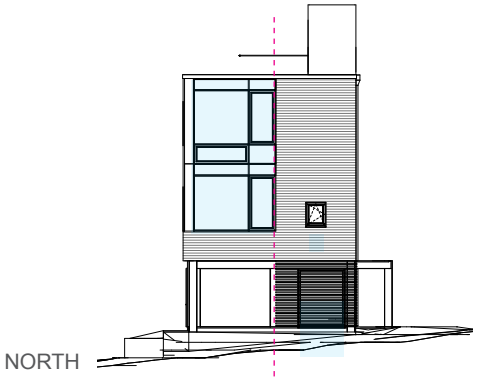
☑ **Standard D-3 - Porches**
While the proposed entry porch does not align with the specific details in standard D-3, we have endeavored to create a pleasing entry sequence that works with the overall massing and articulation of the home.

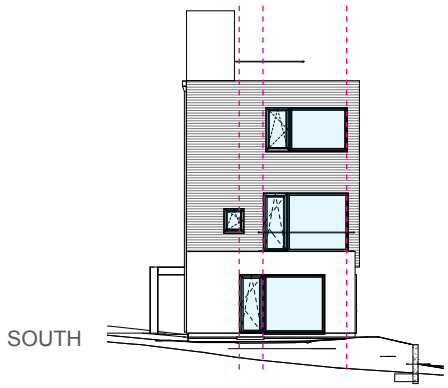
Principle E – BALANCE
The building's facade elements must create a sense of balance by employing local or overall symmetry and by appropriate alignment of building forms, features and elements.

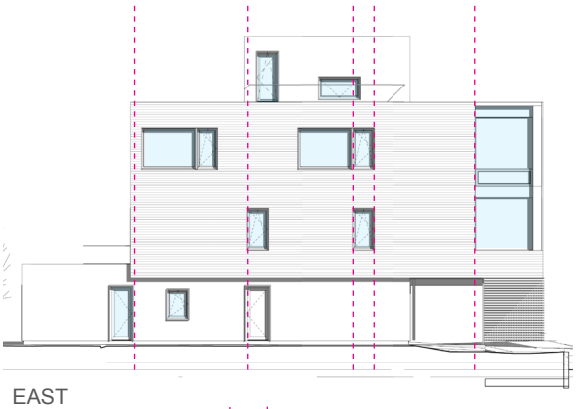
We have articulated the face around a centerline that divides the overall mass into two equal proportions. Smaller facade elements, including fixed and operable windows, are incorporated into this overall bilateral composition.

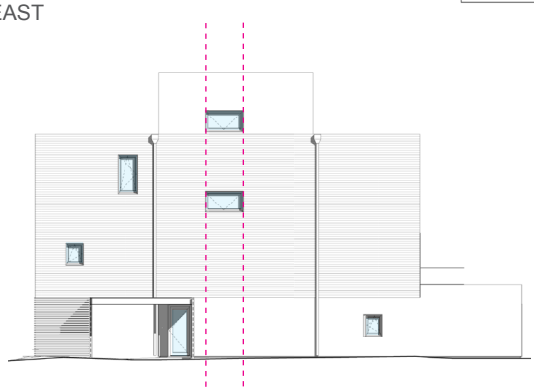
☑ **Standard E-1 - Window & Door Height**
Most window and door head heights align along a common horizontal datum line.

☑ **Standard E-2 - Window & Door Alignment**
The majority of windows are in vertical alignment.


NORTH


SOUTH


EAST


WEST

Principle E – BALANCE *(continued)*

☐ **Standard E-3 - Symmetrically**
Though the front facade is not strictly symmetrical, we have designed to a principle of balance of equal elements within a two-bay system.

Principle F – ARTICULATION
The design of the building is articulated to create a visually interesting and well composed residential facade.

The design of the building has been carefully considered to create a visually cohesive and well composed residential facade.

☑ **Standard F-1 - Articulation**
The windows and doors are recessed slightly from the exterior wall to create slight articulation with depth and shadows.

☑ **Standard F-2 - Window Types**
There are three main window types employed throughout the building:

- 30” x 48” small “private” window, used on west facade and private spaces
- 36” x 72” medium living/bedroom window
- 94” x 66” large living / bedroom window used on south facade for solar gain and for visual connection between living and the porch

There is also a large 2-story corner curtain wall on the northeast corner of the building, which allows for ample morning light into the bedroom and living room and potential views down the street to the promenade.

The four doors in the project are all the same, consisting of an operable 41” x 90” with an adjacent fixed window.

☑ **Standard F-3 - Visual Cohesion**
The weight of the materials on the first floor anchor the building in place, with exposed I-beams, and stucco walls. Sitting atop this base, the stained cedar siding on the second and third floor creates a surface pattern that relates to many buildings throughout the neighborhood.

Together, these materials provide a neutral color palette that have been arranged to create sufficient visual interest, while seeking a minimal, understated, overall aesthetic that will age gracefully, and with little maintenance, over time.

☑ **Standard F-4 - Delineation between Floors**
The division between the first and second floor is delineated by a material change, clearly defining the two distinct living spaces within. The division at the second and third floor is accomplished by the articulation of the curtain wall element at the facade.

☑ **Standard F-5 - Porches, etc.**
The proposed porch on the western side is integrated directly into the structural expression of the lower level. The exposed structural steel moment frame provides the architectural language for the porch.

☑ **Standard F-6 - Main Entries**
The main entry is from the northwest corner of the building, and is emphasized by a covered overhang that extends over the pathway to the front door. A large street facing window adjacent to the entry door highlights the entry from the street.

☐ **Standard F-8 - Articulation**
6” eaves and rakes, 4” window trim, 12” setbacks, and pronounced decorative cornices.
None of the above suggested architectural elements apply to our design.

Principle G – MATERIALS
Building facades shall utilize appropriate building materials that are harmonious with the character defining materials and architectural features of the neighborhood.

☑ **Standard G-1 - Materials**
Materials have been chosen for their harmony with the character defining materials of the neighborhood; their robustness in light of the marine environment and harsh winters; and their contribution to the energy-efficiency required to meet the Passive House standard. The primary siding material is stained cedar (1), which can be found in abundance in the neighborhood. The first floor is finished in stucco (2), which protects the building from weathering and deterioration due to proximity to the ground plane, and gives a solid stone-like appearance to the base of the building. The right half of the main facade is clad with a slatted wooden screen (3), which allows light and air to penetrate the carport and entry while providing some privacy.

☑ **Standard G-2 - Material & Facade Design**
The facade materials are appropriate to their use and nature, and all overhangs have visual columnar support.

☑ **Standard G-3 - Chimneys**
n/a

☑ **Standard G-5 - Window Types**
All of the doors and windows will be of a single source, design, material, color, and detailing.

☑ **Standard G-6 - Patios and Plazas**
n/a

(1) Natural Cedar Siding, stained dark gray

(2) Stucco Wall

(3) Slatted Wood Screen - Cedar

40 QUEBEC STREET
LEVEL 1 PERMIT APPLICATION

WRITTEN SUMMARY OF FIRE SAFETY

STRUCTURE OCCUPANCY CLASSIFICATION PER IBC 2009: RESIDENTIAL: R-3
CONSTRUCTION CLASSIFICATION PER IBC 2009: V-B

ALL CONSTRUCTION SHALL CONRORM WITH SECTION 3 OF THE CITY OF PORTLAND TECHINICAL MANUAL AND NFPA FIRE CODE.

STRUCTURE SHALL BE EQUIPPED WITH A FIRE SPRINKLER SYSTEM PER NFPA 13 D.

GROSS BUILDING SQUARE FOOTAGES:

FIRST FLOOR INTERIOR:	827 SF
FIRST FLOOR GARAGE:	289 SF
SECOND FLOOR INTERIOR:	1225 SF
THIRD FLOOR INTERIOR:	1225 SF
FOURTH FLOOR (ROOF ACCESS):	130 SF
TOTAL GROSS INTERIOR SF:	3407 SF
TOTAL INTERIOR PLUS GARAGE:	3696 SF

BUILDING GRID LINES

1
A

REVISION CLOUD

3
REVISION NO.

WINDOW SYMBOL

ROOM NO.
1.1-A2
REFERENCE LETTER

MATCH LINE

SHEET NO.
A3.2
THE SHADED PORTION IS THE SIDE CONSIDERED

DOOR SYMBOL

ROOM NO.
1.1.8
REFERENCE NO.

ROOM LABEL

ROOM NAME
Living Room
1.2
ROOM NO.
FLOOR LEVEL

DETAIL

AREA REFERENCE
5
DETAIL NO.
A9.2
SHEET NO.

SECTION

SECTION NO.
4
A4.4
SHEET NO.

EXTERIOR ELEVATION

SHEET NO.
A3.2
2
ELEVATION NO.

INTERIOR ELEVATION

1
4
A6.10
2
3
ELEVATION NO. (TYPICAL)
SHEET NO.

CEILING HEIGHT

8'-0"
CEILING HEIGHT

DIMENSION STRING

WORK POINT OR CONTROL POINT

NORTH ARROW

ARCHITECTURAL NORTH
TRUE NORTH

INDICATES AIR SEALING BOUNDARY

9 SYMBOLS
NOT TO SCALE

PROJECT ADDRESS:	40 QUEBEC STREET PORTLAND, ME 04101
BUILDING AUTHORITY:	CITY OF PORTLAND
BUILDING CODE:	2009 IBC / 2009 IRC
ZONING:	R-6
HEIGHT LIMIT:	45 FT
SETBACKS:	
FRONT	0 FT (Based on average of adjacnet lots)
SIDE	5 FT
REAR	10 FT
OTHER DEVELOPMENT PARAMETERS:	
MINIMUM STREET FRONTAGE:	20 FT
MINIMUM LOT AREA:	2,000 SF
MAXIMUM LOT COVERAGE:	60% (1776 SF)
MINIMUM LANDSCAPED OPEN SPACE:	20% (592 SF)
STREET FRONTAGE	20 FT
LOT AREA:	2,960 SF
LOT COVERAGE:	1591 SF (54%)
LANDSCAPED OPEN SPACE:	882 SF (30%)
OFF STREET PARKING REQUIREMENT:	NONE
HISTORIC DISTRICT:	NO
SHORELAND ZONING:	NO
DESIGN CERTIFICATION PROGRAM R-6 INFILL DEVELOPMENT	OPTION - ALTERNATE DESIGN REVIEW

7 PROJECT INFORMATION
NO SCALE

OWNER / APPLICANT
Matthew Murrell, Kate Howe
40 Quebec St.
Portland, ME 04101
(203) 415-0578 TEL

ARCHITECT:
GO Logic LLC
137 High Street
Belfast, ME 04915
207 338 1566 TEL
207 338 1249 FAX
www.gologic.us

CONSULTING ENGINEER:
Becker Structural Engineers
75 York Street
Portland, ME 04101
207 879 1838 TEL

SURVEYOR:
Owen Haskell Inc.
390 U.S. Route 1
Falmouth, ME 04105
207 774 0424 TEL

4 PROJECT DIRECTORY
NO SCALE

Sheet List

Sheet Number	Sheet Name
A0.0	Title Sheet
A0.2	Window and Door Schedules
A1.0	Site Demolition Plan
A1.1	Site Plan
A2.2	First Floor Plan
A2.3	Second Floor Plan
A2.4	Third Floor Plan
A2.5	Roof Terrace Plan
A3.1	Elevations North & South
A3.2	Elevation West
A3.3	Elevation East
A4.1	Sections
A4.2	Sections
A4.3	Sections
A8.2	Stair Details
A9.1	Assembly Details
A9.2	Opening Details
A9.3	Window and Door Details
A9.4	Window and Door Details
A9.5	Building Envelope Details
A9.6	Details
S1.0	Structural Notes and Details
S1.1	Architectural Foundation Plan
S1.2	Framing Plan - 2nd & 3rd Floor
S1.3	Framing Plan - Roof
S3.1	Structural Details

Sheet List

Sheet Number	Sheet Name

Plan 1

1 DRAWING LIST

10	7	4	1
11	8	5	2
12	9	6	3

ALL DRAWINGS AND DETAILS ARE IDENTIFIED BY THE GRID NUMBER IN THE LOWER RIGHT HAND CORNER. ALL NUMBER LOCATIONS CONFORM TO THIS GRID SYSTEM

8 DRAWING GRID

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TOTAL GROSS INTERIOR SF:	3407 SF
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2 PORTLAND FIRE DEPARTMENT INFORMATION

&	And	CLO	Closet	F.A.	Fire Alarm	I.D.	Inside Diameter	O.D.	Outside Diameter	SIM	Similar
<	Angle	CLR	Clear	F.D.	Floor Drain	INCL	Including	O.F.D.	Overflow Drain	SLDG	Siding
@	At	CMU	Concrete Masonry Unit	FDN	Foundation	INSUL	Insulation	OFF	Office	SPEC	Specification
		CNTR	Counter	F.E.	Fire Extinguisher	INT	Interior	O.H.	Overhang	SQ	Square
℄	Centerline	COL	Column	F.E.C.	Fire Extinguisher Cab			OVHD	Overhead	S.S.	Stainless Steel
		CONC	Concrete	F.G.	Finish Grade	JAN	Janitor	OPNG	Opening	SSK	Service Sink
ϕ	Diameter or Round	CONN	Connection	F.H.C.	Fire Hose Cabinet	JST	Joist	OPP	Opposite	STD	Standard
⊥	Perpendicular	CONST	Construction	FIN	Finish	JT	Joint			STL	Steel
#	Number	CONT	Continuous	FLASH	Flashing			PC	Piece	STOR	Storage
(E)	Existing	CONTR	Contractor	FLR	Floor	KIT	Kitchen	P.D.	Planter Drain	STRUCT	Structrual
		CORR	Corridor	FLUOR	Fluorescent			PL	Plate	SUSP	Suspended
AB	Anchor Bolt	C.T.	Ceramic Tile	F.O.C.	Face of Concrete	LAM	Laminate	P.L.	Property Line	SW	Switch
A/C	Air Conditioning	CTR	Center	F.O.F.	Face of Finish	LAV	Lavatory	PLMG	Plumbing	SYM	Symmetrical
A.C.	Asphaltic Concrete	CTSK	Countersunk	F.O.M.	Face of Masonry	L.F.	Lineal Foot	PLAM	Plastic Laminate	SYS	System
ACT	Acoustical Tile	C.W.	Cold Water	F.O.S.	Face of Stud	L.H.	Left Hand	PLAS	Plaster		
ACOUS	Acoustical			FPRF	Fireproof	LKR	Locker	PLYWD	Plywood	T	Tread
ADJ	Adjustable	D	Deep, Depth	FR	Frame	L.R.	Living Room	PR	Pair	T.B.	Towel Bar
A.F.F.	Above Finish Floor	DBL	Double	FS	Full Size	LT	Light	PT	Paint	T&G	Tongue and Groove
ALT	Alter or Alternate	DET	Detail	FT	Foot, Feet	LVR	Louver	P.T.D.	Paper Towel Dispenser	T.O.C.	Top of Curb
ALUM	Aluminum	D.F.	Drinking Fountain	FTG	Footing			PTN	Partition	T.O.D.	Top of Drain
ANOD	Anodized	DIA	Diameter	FURR	Furring, Furred	MATL	Material			TEL	Telephone
A.P.	Access Panel	DIM	Dimension	FUT	Future	MAX	Maximum	Q.T.	Quarry Tile	TEMP	Tempered, Temperature
APPROX	Approximate	DISP	Dispenser			M.B.	Machine Ball			TER	Terrazzo
ARCH	Architectural	DN	Down	GA	Gauge	MECH	Mechanical	R	Riser	THK	Thick, Thickness
ASPH	Asphalt	D.O.	Door Opening	GALV	Galvinized	MEMB	Membrane	RAD	Radius	THR	Threshold
		DR	Door	G.B.	Grab Bar	MET	Metal	R.D.	Roof Drain	TOIL	Toilet
BD	Board	DS	Downspout	G.I.	Galvanized Iron	MFR	Manufacture	REF	Reference	T.O.P.	Top of Pavement
BITUM	Bituminous	D.S.P.	Dry Standpipe	GL	Glass, Glazing	MH	Manhole	REFR	Refrigerator	T.O.S.	Top of Slab
BLDG	Building	DWG	Drawing	GND	Ground	MIN	Minimum	REINF	Reinforced or Reinforcing	T.P.D.	Toilet Paper Dispenser
BLK	Block	DWR	Drawer	GR	Grade	MIR	Mirror	REQ	Required	T.S.	Top of Steel
BLKG	Blocking			GYP	Gypsum	MISC	Miscellaneous	RESIL	Resilient	TV	Television
BM	Beam	E	East			M.O.	Masonry Opening	REV	Revised	T.O.W.	Top of Wall
BOT	Bottom	EA	Each	H	High	M.R.	Moisture Resistant	RFG	Roofing	TYP	Typical
BR	Bedroom	EJ	Expansion Joint	H.B.	Hose Bib	MTD	Mounted	R.H.	Right Hand		
BSMT	Basement	EL	Elevation	H.C.	Hollow Core	MUL	Mullion	RM	Room	UNF	Unfinished
B.U.R.	Built Up Roofing	ELEC	Electrical	HCP	Handicapped			R.O.	Rough Opening	U.O.N.	Unless Otherwise Noted
		ELEV	Elevation	HDWR	Hardware	N	North	RWD	Redwood	UR	Urinal
CAB	Cabinet	EMER	Emergency	HDWD	Hardwood	N.I.C.	Not in Contract				
CARP	Carpet	ENCL	Enclosure	H.M.	Hollow Metal	NO	Number	S	South	VERT	Vertical
C.B.	Catch Basin	E.O.S.	Edge of Slab	HORIZ	Horizontal	NOM	Nominal	S.C.	Solid Core	VEST	Vestibule
CEM	Cement	EQ	Equal	HR	Hour	N.S.	No Scale	SCHED	Schedule	V.I.F.	Verifiy in Field
CER	Ceramic	EQUIP	Equipment	HT	Height	N.T.S.	Not to Scale	SECT	Section	VOL	Volume
C.I.	Cast Iron	E.W.	Each Way	HVAC	Heating, Ventilation			SEP	Separation, Separate		
CLG	Ceiling	E.W.C.	Electric Water Cooler		and Air Conditioning	O/	Over	SH	Shelf		
		EXIST	Existing	H.W.	Hot Water	OA	Overall	SHR	Shower		
		EXP	Expansion			OBSC	Obscure	SHT	Sheet		
		EXPO	Exposed			O.C.	On Center				
		EXT	Exterior								

10 ABBREVIATIONS
NO SCALE

6 RENDERING

G·O Logic LLC
Go logic, llc
137 high street
belfast, maine 04915
207.338.1566
www.gologichomes.com

G·OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101

Title Sheet

REVISIONS:
DATE & DESCRIPTION:

PAST ISSUES:
DATE & DESCRIPTION:

LICENSED ARCHITECT
MATTHEW O MALIA
No. 3571
STATE OF MAINE

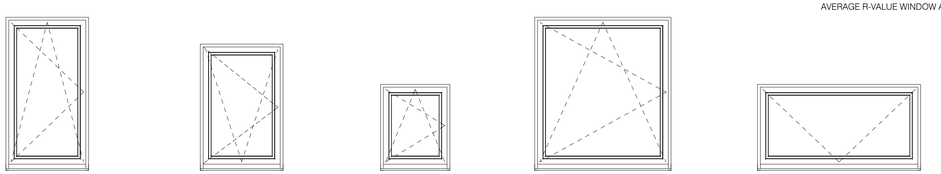
CURRENT ISSUE:
02/10/16 Permit

A0.0

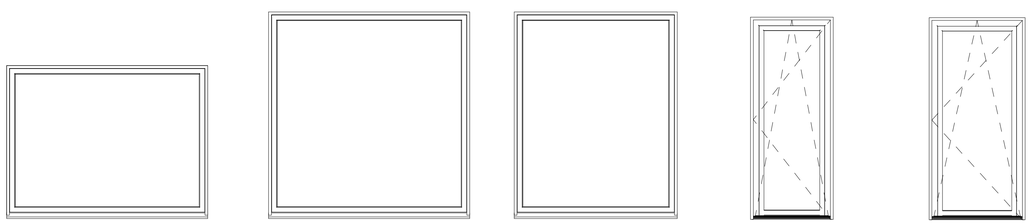
WINDOW AND BALCONY DOOR SCHEDULE

MARK	TYPE	DESCRIPTION	MANUFACTURER	MODEL	WIDTH	HEIGHT	HEAD HEIGHT	ROUGH WIDTH	ROUGH HEIGHT	MUNTIN BARS	INSECT SCREEN	FINISHES EXTERIOR FINISH	FINISHES INTERIOR FINISH	GLASS SPACERS	HEIGHT (mm)	WIDTH (mm)
Top of Level 1 Subfloor																
1.1	H	Fixed	Menck	HM 80	6' - 0"	7' - 6"	7' - 6"	6' - 5"	7' - 11"	No	Yes	RAL 7016	Doug Fir 3775	Stainless Steel	2286	1829
1.2.	J	Windoor	Menck	HM 80	3' - 6"	7' - 6"	7' - 6"	3' - 11"	7' - 9 1/4"	No	Yes	RAL 7016	Doug Fir 3775	Stainless Steel	2286	1067
1.4	C	Tilt-Turn	Menck	HM 80	2' - 6"	3' - 0"	6' - 0"	2' - 7"	3' - 1"	No	Yes	RAL 7016	Doug Fir 3775	Stainless Steel	914	762
1.5	B	Tilt-Turn	Menck	HM 80	3' - 0"	4' - 6"	7' - 6"	3' - 1"	4' - 7"	No	Yes	RAL 7016	Doug Fir 3775	Stainless Steel	1372	914
1.6	G	Fixed	Menck	HM 80	7' - 5"	7' - 6"	7' - 6"	7' - 10"	7' - 11"	No	No	RAL 7016	Doug Fir 3775	Stainless Steel	2286	2261
1.6	I	Windoor	Menck	HM 80	3' - 0"	7' - 6"	7' - 6"	3' - 5"	7' - 9 1/4"	No	Yes	RAL 7016	Doug Fir 3775	Stainless Steel	2286	914
Top of L2 Subfloor																
2.2	C	Tilt-Turn	Menck	HM 80	2' - 6"	3' - 0"	6' - 0"	2' - 7"	3' - 1"	No	Yes	RAL 7016	Doug Fir 3775	Stainless Steel	914	762
2.4	D	Tilt-Turn	Menck	HM 80	5' - 0"	5' - 6"	8' - 0"	5' - 1"	5' - 7"	No	Yes	RAL 7016	Doug Fir 3775	Stainless Steel	1676	1524
2.6	G	Fixed	Menck	HM 80	7' - 5"	7' - 6"	8' - 0"	7' - 10"	7' - 11"	No	No	RAL 7016	Doug Fir 3775	Stainless Steel	2286	2261
2.6	A	Tilt-Turn	Menck	HM 80	3' - 0"	5' - 6"	8' - 0"	3' - 1"	5' - 7"	No	Yes	RAL 7016	Doug Fir 3775	Stainless Steel	1676	914
2.6	I	Windoor	Menck	HM 80	3' - 0"	7' - 6"	8' - 0"	3' - 5"	7' - 9 1/4"	No	Yes	RAL 7016	Doug Fir 3775	Stainless Steel	2286	914
2.7	C	Tilt-Turn	Menck	HM 80	2' - 6"	3' - 0"	6' - 0"	2' - 7"	3' - 1"	No	Yes	RAL 7016	Doug Fir 3775	Stainless Steel	914	762
3.16	E	Tilt	Menck	HM 80	6' - 0"	3' - 0"	3' - 0"	6' - 1"	3' - 1"	No	Yes	RAL 7016	Doug Fir 3775	Stainless Steel	914	1829
Top of L3 Subfloor																
3.1	E	Tilt	Menck	HM 80	6' - 0"	3' - 0"	3' - 0"	6' - 1"	3' - 1"	No	Yes	RAL 7016	Doug Fir 3775	Stainless Steel	914	1829
3.2	A	Tilt-Turn	Menck	HM 80	3' - 0"	5' - 6"	8' - 0"	3' - 1"	5' - 7"	No	Yes	RAL 7016	Doug Fir 3775	Stainless Steel	1676	914
3.2	F	Fixed	Menck	HM 80	7' - 5"	5' - 6"	8' - 0"	7' - 10"	5' - 11"	No	No	RAL 7016	Doug Fir 3775	Stainless Steel	1676	2261
3.2	F	Fixed	Menck	HM 80	7' - 5"	5' - 6"	8' - 0"	7' - 10"	5' - 11"	No	No	RAL 7016	Doug Fir 3775	Stainless Steel	1676	2261
3.3	A	Tilt-Turn	Menck	HM 80	3' - 0"	5' - 6"	8' - 0"	3' - 1"	5' - 7"	No	Yes	RAL 7016	Doug Fir 3775	Stainless Steel	1676	914
3.6	B	Tilt-Turn	Menck	HM 80	3' - 0"	4' - 6"	8' - 0"	3' - 1"	4' - 7"	No	Yes	RAL 7016	Doug Fir 3775	Stainless Steel	1372	914
3.7	C	Tilt-Turn	Menck	HM 80	2' - 6"	3' - 0"	6' - 0"	2' - 7"	3' - 1"	No	Yes	RAL 7016	Doug Fir 3775	Stainless Steel	914	762
3.7	E	Tilt	Menck	HM 80	6' - 0"	3' - 0"	6' - 0"	6' - 1"	3' - 1"	No	Yes	RAL 7016	Doug Fir 3775	Stainless Steel	914	1829
Top of Roof Deck																
4.1	J	Windoor	Menck	HM 80	3' - 6"	7' - 6"	8' - 0"	3' - 11"	7' - 9 1/4"	No	Yes	RAL 7016	Doug Fir 3775	Stainless Steel	2286	1067
4.1	E	Tilt	Menck	HM 80	6' - 0"	3' - 0"	4' - 2"	6' - 1"	3' - 1"	No	Yes	RAL 7016	Doug Fir 3775	Stainless Steel	914	1829
4.1	E	Tilt	Menck	HM 80	6' - 0"	3' - 0"	4' - 2"	6' - 1"	3' - 1"	No	Yes	RAL 7016	Doug Fir 3775	Stainless Steel	914	1829

NOTE:
R-VALUE TRIPLE GLAZING: R11
R-VALUE WOOD FRAME: R4
AVERAGE R-VALUE WINDOW AND DOOR UNITS: R5



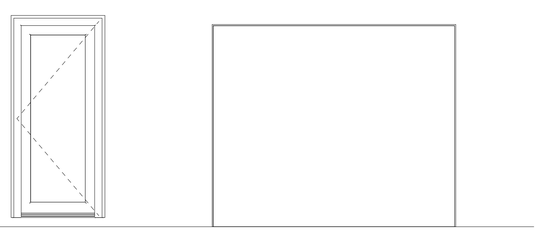
TYPE A TYPE B TYPE C TYPE D TYPE E



TYPE F TYPE G TYPE H TYPE I BALCONY DOOR TYPE J BALCONY DOOR

EXTERIOR DOOR SCHEDULE

MARK	TYPE	MANUFACTURER	UNIT INFORMATION WIDTH	HEIGHT	ROUGH WIDTH	ROUGH HEIGHT	EGRESS	INSECT SCREEN	GLASS SPACERS	FINISH INTERIOR	FINISH EXTERIOR	HARDWARE/LOCKSET
Top of Level 1 Subfloor												
1.1.1	Triple-Glazed Entry Door	Menck	3' - 5"	7' - 6"	3' - 10"	7' - 9 1/4"		Yes	Stainless Steel	RAL 7016	RAL 3775	Hoppe Stockholm
1.2.1	Garage Door	TBD	9' - 0"	7' - 10"				N/A	N/A	TBD	TBD	
1.6.1	Triple-Glazed Entry Door	Menck	3' - 5"	7' - 6"	3' - 10"	7' - 9 1/4"		Yes	Stainless Steel	RAL 7016	RAL 3775	Hoppe Stockholm

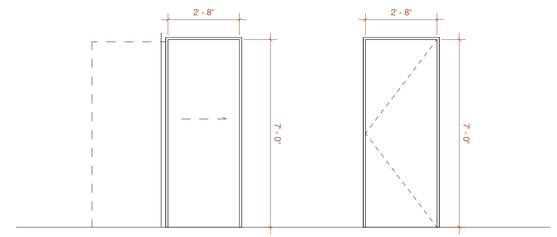


NOTE: SWING DIRECTION PER ELEVATIONS

INTERIOR DOOR SCHEDULE

Plan 2

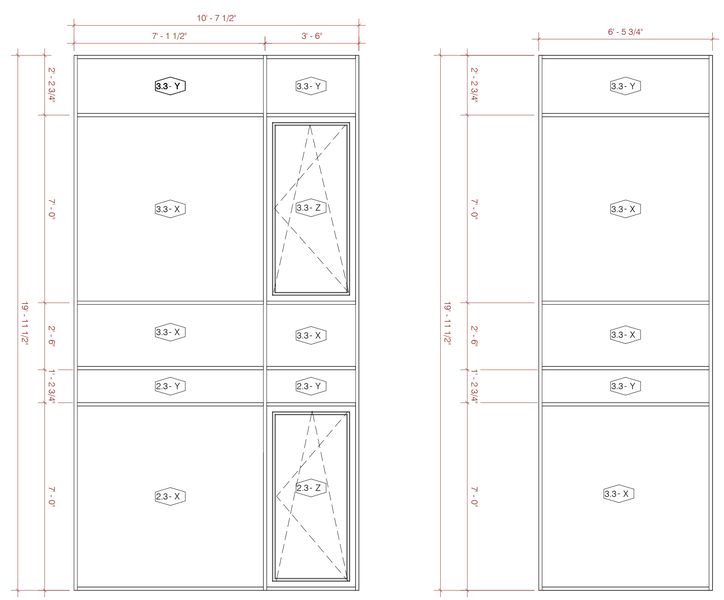
MARK	Description	Construction	MANUFACTURER	UNIT INFORMATION WIDTH	HEIGHT	Thickness	Frame Material	Hardware
1.1.2	Hinged Painted Wood Door	Solid Core	Simpson	2' - 8"	7' - 0"	0' - 1 3/4"	Paint Grade Wood	Baldwin 5173.150 Estate, 5046.150 Estate
1.1.3	Hinged Painted Wood Door	Solid Core	Simpson	2' - 8"	7' - 0"	0' - 1 3/4"	Paint Grade Wood	Baldwin 5173.150 Estate, 5046.150 Estate
1.3.1	Hinged Painted Wood Door	Solid Core	Simpson	2' - 8"	7' - 0"	0' - 1 3/4"	Paint Grade Wood	Baldwin 5173.150 Estate, 5046.150 Estate
1.4.1	Hinged Painted Wood Door	Solid Core	Simpson	2' - 8"	7' - 0"	0' - 1 3/4"	Paint Grade Wood	Baldwin 5173.150 Estate, 5046.150 Estate
1.5.1	Hinged Painted Wood Door	Solid Core	Simpson	2' - 8"	7' - 0"	0' - 1 3/4"	Paint Grade Wood	Baldwin 5173.150 Estate, 5046.150 Estate
2.2.1	Hinged Painted Wood Door	Solid Core	Simpson	2' - 8"	7' - 0"	0' - 1 3/4"	Paint Grade Wood	Baldwin 5173.150 Estate, 5046.150 Estate
2.3.1	Hinged Painted Wood Door	Solid Core	Simpson	2' - 8"	7' - 0"	0' - 1 3/4"	Paint Grade Wood	Baldwin 5173.150 Estate, 5046.150 Estate
2.4.1	Hinged Painted Wood Door	Solid Core	Simpson	2' - 8"	7' - 0"	0' - 1 3/4"	Paint Grade Wood	Baldwin 5173.150 Estate, 5046.150 Estate
2.5.1	Hinged Painted Wood Door	Solid Core	Simpson	2' - 8"	7' - 0"	0' - 1 3/4"	Paint Grade Wood	Baldwin 5173.150 Estate, 5046.150 Estate
2.6.1	Hinged Painted Wood Door	Solid Core	Simpson	2' - 8"	7' - 0"	0' - 1 3/4"	Paint Grade Wood	Baldwin 5173.150 Estate, 5046.150 Estate
2.7.1	Hinged Painted Wood Door	Solid Core	Simpson	2' - 8"	7' - 0"	0' - 1 3/4"	Paint Grade Wood	Baldwin 5173.150 Estate, 5046.150 Estate
3.5.3	Painted Pocket Door	Solid Core	Simpson	2' - 8"	7' - 0"	0' - 1 3/4"	Paint Grade Wood	Hafele Hawa, Accurate Flush Pull and edge Pull
3.8.1	Hinged Painted Wood Door	Solid Core	Simpson	2' - 8"	7' - 0"	0' - 1 3/4"	Paint Grade Wood	Baldwin 5173.150 Estate, 5046.150 Estate



NOTE: SWING DIRECTION PER ELEVATIONS

CURTAIN PANEL SCHEDULE

MARK	TYPE	MAUFACTURER	DESCRIPTION	HEIGHT	WIDTH	COMMENTS
2.3	Z	Menck	Operable Window - Menck HM 80	6' - 9"	3' - 3 3/4"	
2.3	X	TBD	Fixed Glass - Triple Glazed	6' - 9"	6' - 11 1/4"	
2.3	Y	TBD	Spandrel Panel	1' - 2 3/4"	3' - 3 3/4"	
2.3	Y	TBD	Spandrel Panel	1' - 2 3/4"	6' - 11 1/4"	
3.3	X	TBD	Fixed Glass - Triple Glazed	6' - 9"	6' - 2 3/4"	
3.3	Z	Menck	Operable Window - Menck HM 80	6' - 10 1/2"	3' - 3 3/4"	
3.3	X	TBD	Fixed Glass - Triple Glazed	6' - 10 1/2"	6' - 11 1/4"	
3.3	X	TBD	Fixed Glass - Triple Glazed	2' - 3 3/4"	3' - 3 3/4"	
3.3	X	TBD	Fixed Glass - Triple Glazed	2' - 3 3/4"	6' - 11 1/4"	
3.3	X	TBD	Fixed Glass - Triple Glazed	2' - 3 3/4"	6' - 2 3/4"	
3.3	Y	TBD	Spandrel Panel	1' - 2 3/4"	6' - 2 3/4"	
3.3	X	TBD	Fixed Glass - Triple Glazed	6' - 10 1/2"	6' - 2 3/4"	
3.3	Y	TBD	Spandrel Panel	2' - 0 1/2"	3' - 3 3/4"	
3.3	Y	TBD	Spandrel Panel	2' - 0 1/2"	6' - 11 1/4"	
3.3	Y	TBD	Spandrel Panel	2' - 0 1/2"	6' - 2 3/4"	



NOTE:
R-VALUE TRIPLE GLAZING: R11
R-VALUE WOOD FRAME: R4
AVERAGE R-VALUE WINDOW AND DOOR UNITS: R5

G·OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101
Project Number

Window and Door Schedules

REVISIONS:
DATE & DESCRIPTION:

PAST ISSUES:
DATE & DESCRIPTION:

LICENSED ARCHITECT
MATTHEW O'MALIA
No. 3571
STATE OF MAINE

CURRENT ISSUE:
02/10/16 Permit

A0.2

SITE NOTES:

CBL:	014 H003001
BOOK / PAGE	22734/042
LEGAL DESCRIPTION	14-H-3

ZONING: R-6

SOIL TYPE:	HIB (HINKLEY LOAMY SAND 3-8% SLOPES)
NATURAL DRAINAGE CLASS:	EXCESSIVELY DRAINED
RUNOFF CLASS:	VERY LOW
HYDROLOGIC SOIL GROUP:	A

CONSTRUCTION MANAGEMENT PLAN:

DURING CONSTRUCTION THE SITE WILL BE ACCESSED FROM QUEBEC STREET (NORTH).
THE 5' SETBACKS ALONG THE SIDE PROPERTY LINES AND THE 10' REAR SETBACK WILL ALLOW FOR CONSTRUCTION ACCESS TO ALL SIDES OF THE PROPOSED STRUCTURE.
THE FOUDATION PLAN LIMITS THE EXCAVATION DEPTH AT THE WESTERN SIDE TO MINIMUM FROST PROTECTION DEPTH OF 4' TO THE BOTTOM OF FOOTING. THIS DEPTH OF EXCAVATION WILL NOT REQUIRE EXCAVATION SHORING.
THE PROPOSED DRYSTACK STONE WALL 6" FROM THE EASTERN PROPERTY LINE WILL NOT REQUIRE A DEEPENED FOOTING AND CAN THEREFORE BE CONSTRUCTED WITHOUT ENCORACHING ON THE ADJACENT PROPERTY.
EROSION CONTROL MEASURES WILL BE INSTALLED FOR THE DURATION OF THE PROJECT TO PROTECT ADJACENT PROPERTIES FROM CONSTRUCTION IMPACTS. THESE MEASURES WILL INCLUDE SILT FENCING ALONG THE DOWN-SLOPE PROPERTY LINE CONDITIONS.

AVERAGE GRADE CALCULATION:

AVERAGE GRADE WAS CALCULATED BY TAKING THE AVERAGE OF THE EXISTING GRADES WHERE THE PROPERTY MEETS THE STREET. WESTERN CORNER 130', EASTERN CORNER 127'. AVERAGE 128'-6"

GENERAL NOTES:

- ALL DIMENSIONS ARE TO FACE OF CONCRETE (F.O.C.), UNLESS OTHERWISE NOTED.

- DO NOT SCALE FROM DRAWINGS.

- ANY INCONSISTENCIES OR UNFORESEEN CONDITIONS TO BE REVIEWED BY THE ARCHITECT PRIOR TO PROCEEDING WITH CONSTRUCTION.

- CONTRACTOR SHALL PROVIDE, ERECT, AND MAINTAIN ALL TEMPORARY BARRIERS AND GUARDS, AND ALL TEMPORARY SHORING AND BRACING IN COMPLIANCE WITH ALL STATE AND LOCAL REGULATIONS.

- CONTRACTOR SHALL PROVIDE ADEQUATE WEATHER PROTECTION FOR THE BUILDING AND ITS CONTENTS DURING THE COURSE OF WORK.

- CONTRACTOR TO VERIFY LOCATION OF ALL STRUCTURES AND SITE IMPROVEMENTS WITH SURVEYOR/ARCHITECT PRIOR TO COMMENCING CONSTRUCTION.

- CONTRACTOR TO VERIFY THE LOCATION OF ALL UTILITY CONNECTIONS PRIOR TO COMMENCING WORK. CONTRACTOR SHALL COORDINATE WITH APPROPRIATE UTILITY PROVIDERS AND OBTAIN ALL NECESSARY PERMITS TO CONNECT TO UTILITY SERVICES UNLESS OTHERWISE NOTED.

- ALL UTILITY TRENCHING TO COMPLY WITH APPLICALBLE CODE AND UTILITY PROVIDER STANDARDS.

- CONTRACTOR TO PROVIDE AND MAINTAIN JOBSITE PROTECTION MEASURES DURING CONSTRUCTION INCLUDING BUT NOT LIMITED TO: DEWATERING, RUNOFF AND SEDIMENT CONTROL, AND EROSION CONTOL IN COMPLIANCE WITH STATE AND LOCAL REGULATIONS.

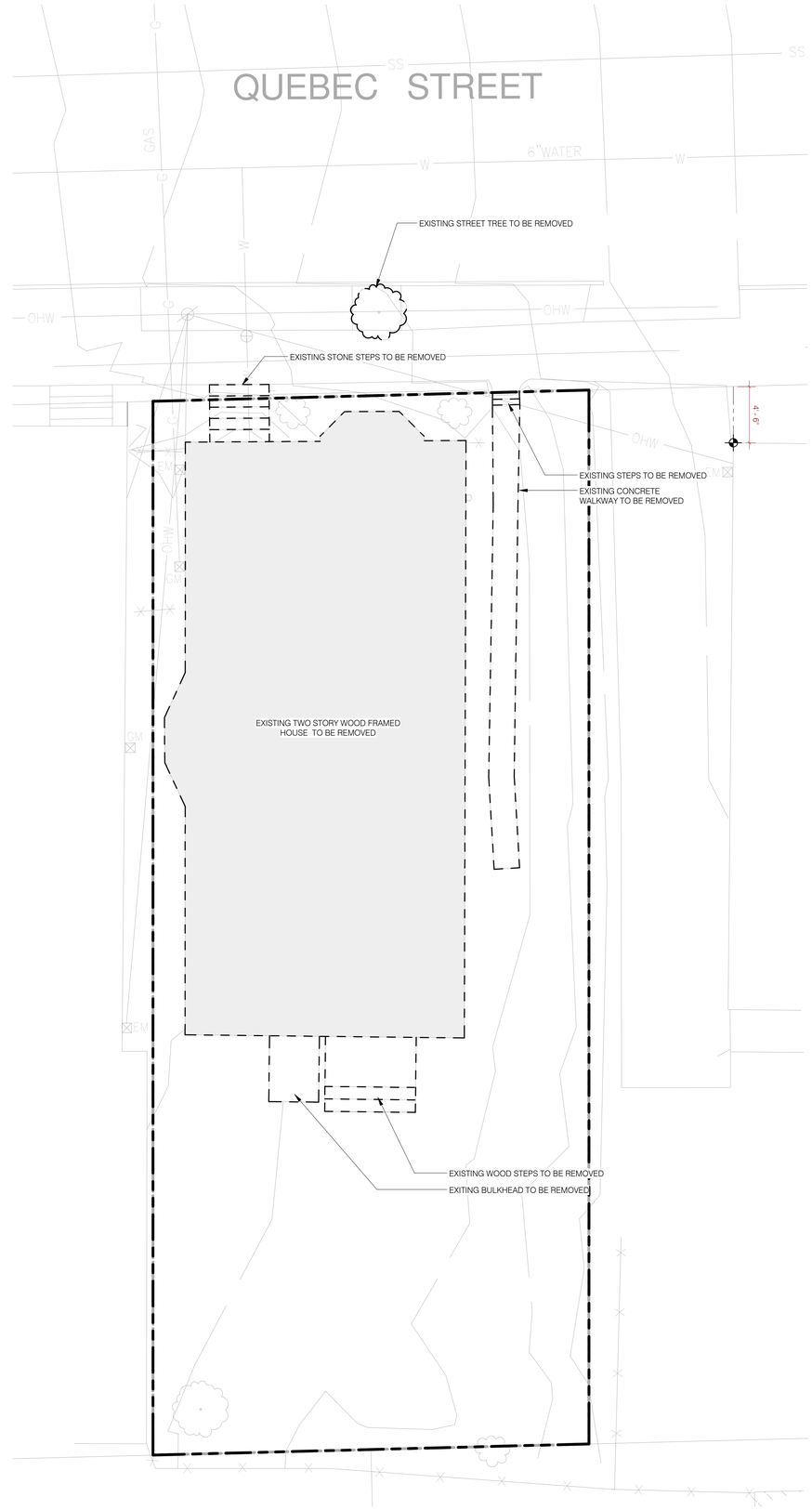
FIRE DEPARTMENT NOTES:

A NEW CONSTRUCITON OF ONE AND TWO FAMILY HOMES ARE REQUIRED TO BE SPRINKLED IN COMPLIANCE WITH NFPA 13D. THIS IS REQUIRED BY CITY CODE (NFPA 101 2009 ED.)

DEMOLITION NOTES:

CONTRACTOR SHALL COMPLY WILL ALL REQUIREMENTS OF THE CITY OF PORTLAND DEMOLITION PERMIT.
PRIOR TO COMMENCING WORK ALL APPLICABLE UTILITY PROVIDERS SHALL BE CONTACTED TO ENSURE APPROPRIATE SHUT OFF AND CAPPING OF UTILITY SERVICES.
PRIOR TO COMMENCING WORK CONTRACTOR SHALL CONTACT DIG SAFE AND WAIT THE REQUIRED 72 BUSINESS HOURS PRIOR TO DIGGING.
PRIOR TO COMMENCING WORK CONTRACTOR SHALL COMPLY WITH ALL MAINE DEPARTMENT OF ENVIRONMENTAL PROTECTION ASBESTOS ABATEMENT REQUIREMENTS. INSPECTION AND REMOVAL OPERATIONS OF ASBESTOS PRODUCTS SHALL BE PERFORMED BY A DEP LICENSED CONTRACTOR.

Plan 3



1 Site Demo Plan
3/16" = 1'-0"

2' 4' 8' 16'
SCALE 3/16" = 1'

G·OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101
Project Number

Site Demolition Plan

REVISIONS:
DATE & DESCRIPTION:

PAST ISSUES:
DATE & DESCRIPTION:

LICENSED ARCHITECT
MATTHEW O'MALIA
No. 3571
STATE OF MAINE

CURRENT ISSUE:
02/10/16 Permit

A1.0

SITE NOTES:

CBL:	014 H003001
BOOK / PAGE	22734/042
LEGAL DESCRIPTION	14-H-3
ZONING:	R-6
SOIL TYPE:	HIB (HINKLEY LOAMY SAND 3-8% SLOPES)
NATURAL DRAINAGE CLASS:	EXCESSIVELY DRAINED
RUNOFF CLASS:	VERY LOW
HYDROLOGIC SOIL GROUP:	A

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THE PROPOSED DRYSTACK STONE WALL 6' FROM THE EASTERN PROPERTY LINE WILL NOT REQUIRE A DEEPENED FOOTING AND CAN THEREFORE BE CONSTRUCTED WITHOUT ENCORACHING ON THE ADJACENT PROPERTY.
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FIRE DEPARTMENT NOTES:

A NEW CONSTRUCITON OF ONE AND TWO FAMILY HOMES ARE REQUIRED TO BE SPRINKLED IN COMPLIANCE WITH NFPA 13D. THIS IS REQUIRED BY CITY CODE (NFPA 101 2009 ED.)

RAIN GARDEN SIZING PER CITY OF PORTLAND STORMWATER CREDIT MANUAL:

RAIN GARDEN SURFACE AREA (SF) = IMPERVIOUS AREA TREATMENT VOLUME (CF) / DESIGN PONDING DEPTH

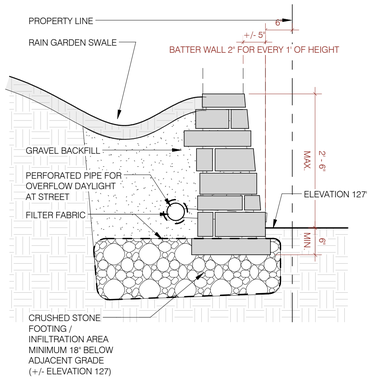
TREATMENT VOLUME (CF) = IMPERVIOUS DRAINAGE AREA (SF) X 1 INCH OF RAIN (0.083 CF)

TOTAL IMPERVIOUS ROOF AREA = 1590 SF

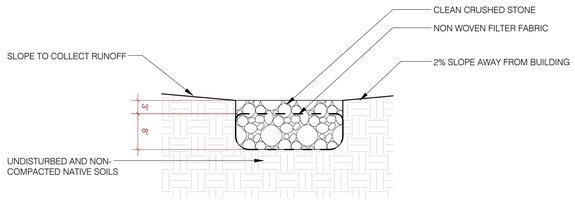
TREATMENT VOLUME = 1590 SF X 0.083 CF = 132 CF

MAXIMUM PONDING DEPTH = 6" (WELL DRAINED SOILS)

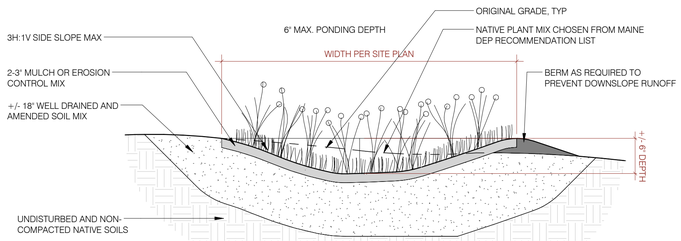
REQUIRED RAIN GARDEN SIZE = 132 CF / .5 FT = 264 SF



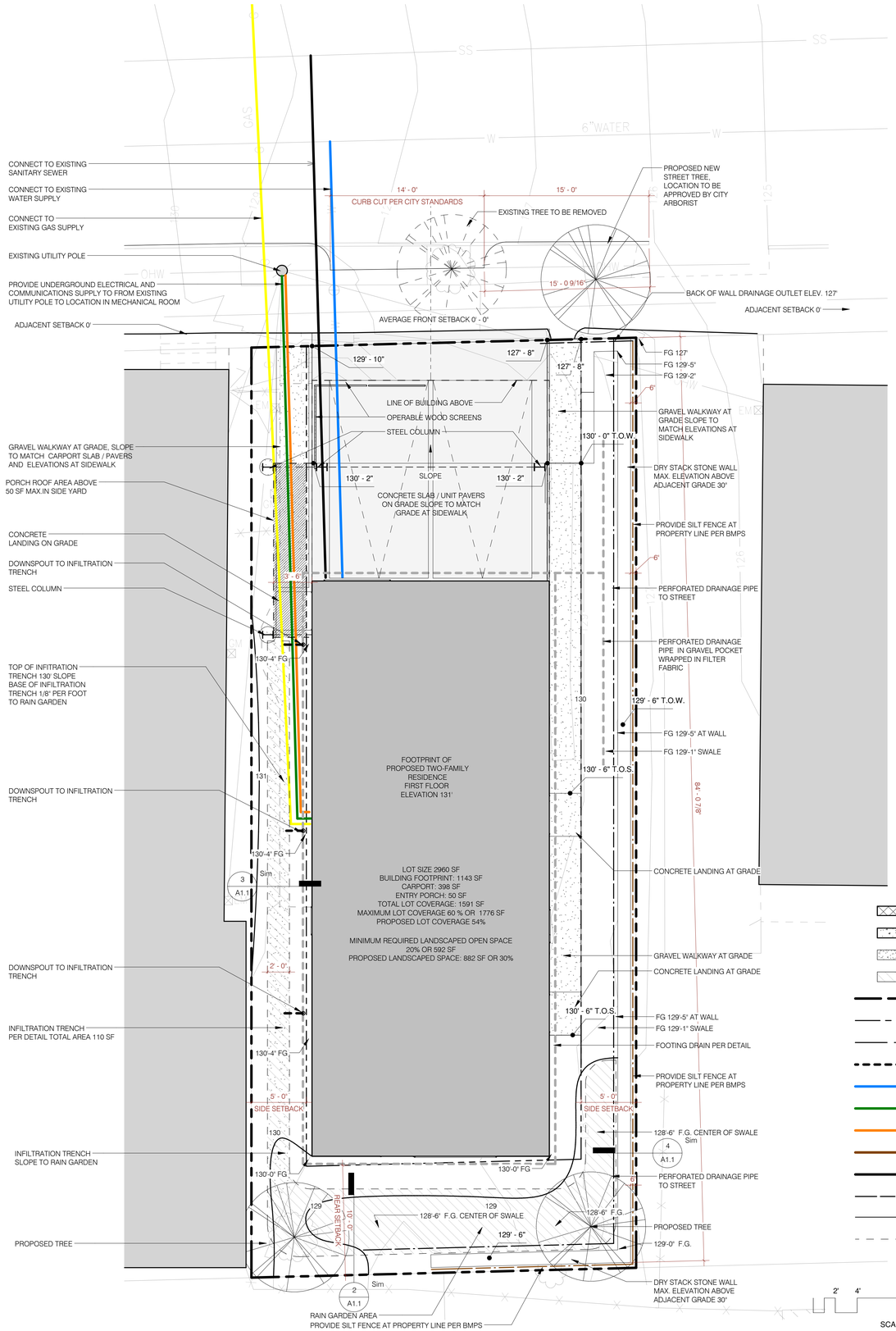
4 Dry Stack Stone Wall
3/4" = 1'-0"



3 Infiltration Trench Section
3/4" = 1'-0"



2 Rain Garden Section
3/4" = 1'-0"



1 Site Plan
3/16" = 1'-0"

G·OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101
Project Number

Site Plan

REVISIONS:
DATE & DESCRIPTION:

PAST ISSUES:
DATE & DESCRIPTION:

LICENSED ARCHITECT MATTHEW O'MALIA No. 3571 STATE OF MAINE

CURRENT ISSUE:
02/10/16 Permit

A1.1

NOTES:

- ALL CONSTRUCTION TO ADHERE TO APPLICABLE LOCAL BUILDING CODE, TYP.

- ALL DIMENSIONS ARE TO FACE OF STRUCTURE (F.O.S.), UNLESS OTHERWISE NOTED

- CONTRACTOR TO FIELD VERIFY ALL DIMENSIONS, PROVIDE FOUNDATION AND FRAMING LAYOUTS, AND REVIEW WITH ARCHITECT FOR APPROVAL PRIOR TO PROCEEDING WITH CONSTRUCTION

- ANY INCONSISTENCIES OR UNFORESEEN CONDITIONS TO BE REVIEWED BY THE ARCHITECT FOR APPROVAL PRIOR TO PROCEEDING WITH CONSTRUCTION

- ALL DOORS AND WINDOWS DIMENSIONED TO CENTERLINE OF CLEAR OPENING.

- ALL WALL AND FLOOR FINISHES TBD BY OWNER

- ALL STANDING AND RUNNING TRIM TO BE PRIMED FOR FIELD PAINTING, PROFILE TBD BY OWNER

- CONTRACTOR SHALL PROVIDE, ERECT AND MAINTAIN ALL TEMPORARY BARRIERS AND GUARDS, AND ALL TEMPORARY SHORING AND BRACING AS REQUIRED BY ALL CITY AND STATE REGULATIONS

- CONTRACTOR SHALL PROVIDE ADEQUATE WEATHER PROTECTION FOR THE BUILDING AND ITS CONTENTS DURING THE COURSE OF WORK

- CONTRACTOR TO PROVIDE TEMPORARY POWER POLE AND METER FOR THE DURATION OF THE WORK; CONTRACTOR TO MAINTAIN TEMPORARY LIGHT AS REQUIRED FOR THE DURATION OF THE WORK

- CONTRACTOR SHALL PROVIDE TEMPORARY SANITARY FACILITIES AS TO LEAST IMPACT NEIGHBORS AND AS DIRECTED BY CITY REGULATIONS.

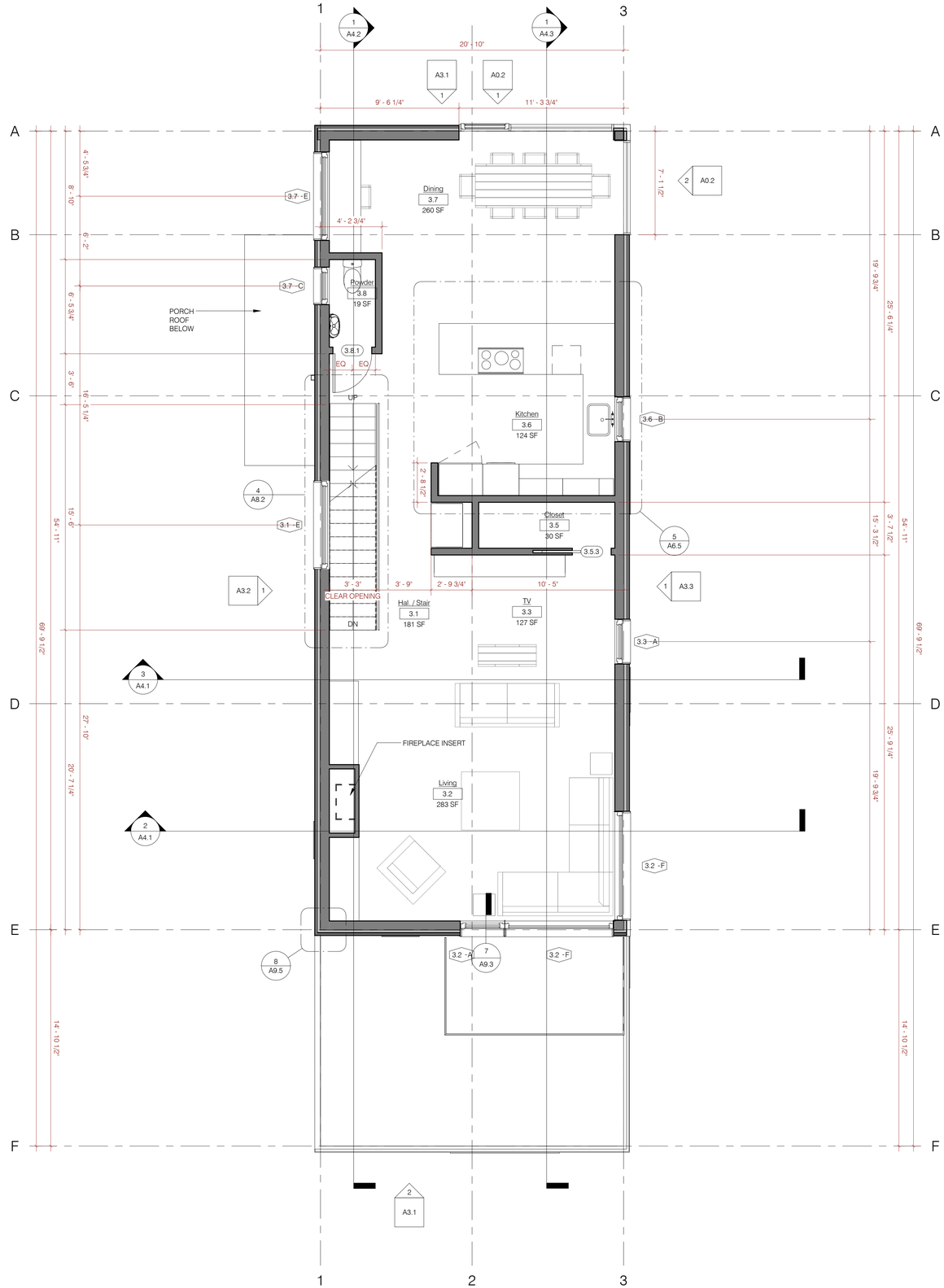
WALL LEGEND:

EXTERIOR 2x8 WALL SYSTEM WITH 2" EXTERIOR INSULATION

2X6 INTERIOR WALL

2X4 INTERIOR WALL

Plan 5



1 Third Floor Plan
1/4" = 1'-0"

2' 4' 8' 16'
SCALE 1/4" = 1'

G·OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101
Project Number

Third Floor Plan

REVISIONS:
DATE & DESCRIPTION:

PAST ISSUES:
DATE & DESCRIPTION:

LICENSED ARCHITECT
MATTHEW O'MALIA
No. 3571
STATE OF MAINE

CURRENT ISSUE:
01/07/16 Permit

A2.4

NOTES:

- ALL CONSTRUCTION TO ADHERE TO APPLICABLE LOCAL BUILDING CODE, TYP.

- ALL DIMENSIONS ARE TO FACE OF STRUCTURE (F.O.S.), UNLESS OTHERWISE NOTED

- CONTRACTOR TO FIELD VERIFY ALL DIMENSIONS, PROVIDE FOUNDATION AND FRAMING LAYOUTS, AND REVIEW WITH ARCHITECT FOR APPROVAL PRIOR TO PROCEEDING WITH CONSTRUCTION

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- ALL DOORS AND WINDOWS DIMENSIONED TO CENTERLINE OF CLEAR OPENING.

- ALL WALL AND FLOOR FINISHES TBD BY OWNER

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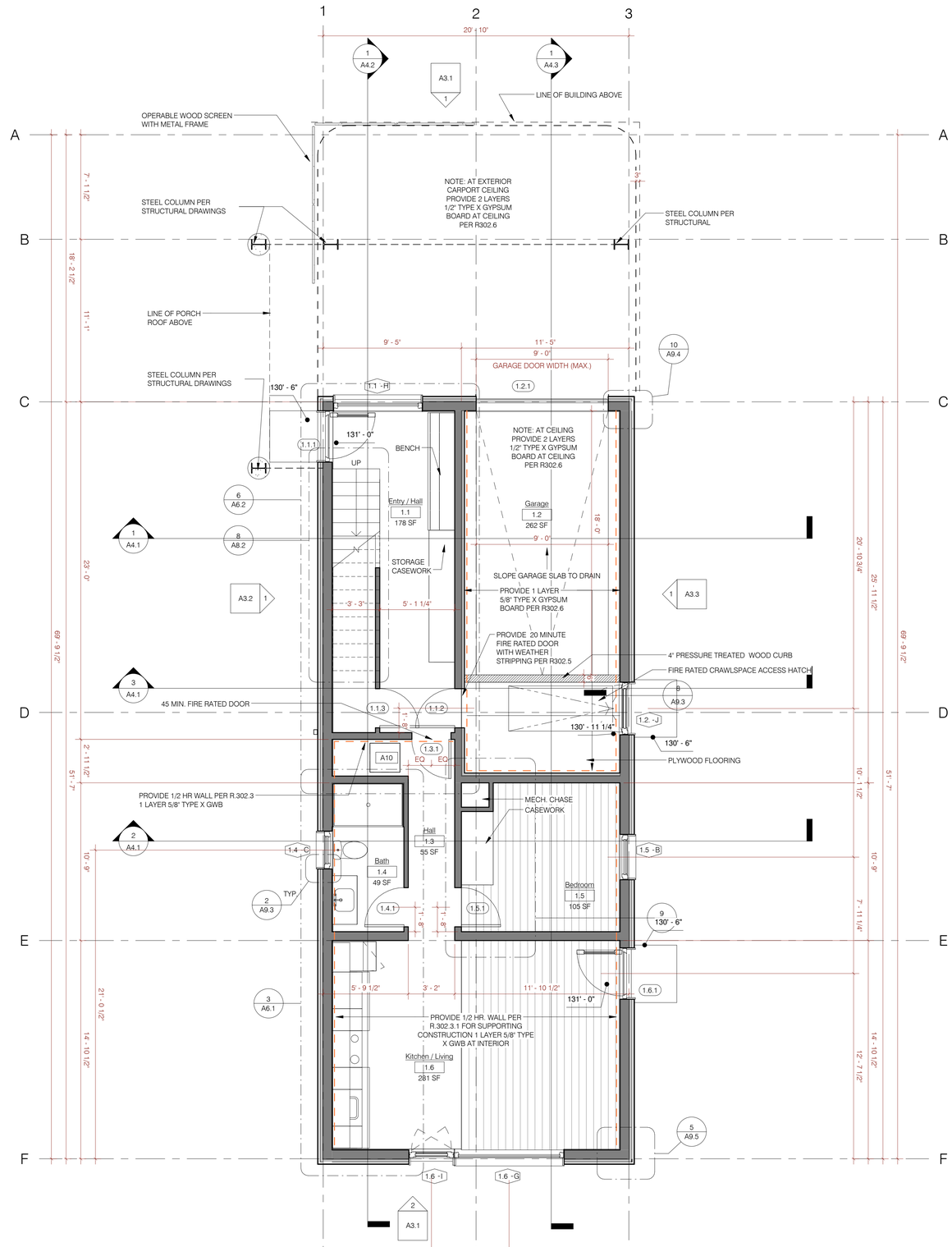
- CONTRACTOR SHALL PROVIDE TEMPORARY SANITARY FACILITIES AS TO LEAST IMPACT NEIGHBORS AND AS DIRECTED BY CITY REGULATIONS.

TO COMPLY WITH FIRE SEPARATION REQUIREMENTS FOR TWO-FAMILY DWELLINGS, A FIRE RESISTANCE RATING OF 1/2 HOUR SHALL BE PERMITTED IN BUILDINGS EQUIPPED THROUGHOUT WITH AN AUTOMATIC SPRINKLER SYSTEM INSTALLED IN ACCORDANCE WITH NFPA 13. (R 302.3)

WALL LEGEND:

- EXTERIOR 2x8 WALL SYSTEM WITH 2" EXTERIOR INSULATION
- 2X6 INTERIOR WALL
- 2X4 INTERIOR WALL

Plan 6



1 First Floor Plan
1/4" = 1'-0"

2' 4' 8' 16'
SCALE 1/4" = 1'

G·OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101
Project Number

First Floor Plan

REVISIONS:
DATE & DESCRIPTION:

PAST ISSUES:
DATE & DESCRIPTION:

LICENSED ARCHITECT
MATTHEW O'MALIA
No. 3571
STATE OF MAINE

CURRENT ISSUE:
02/10/16 Permit

A2.2

NOTES:

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- ANY INCONSISTENCIES OR UNFORESEEN CONDITIONS TO BE REVIEWED BY THE ARCHITECT FOR APPROVAL PRIOR TO PROCEEDING WITH CONSTRUCTION

- ALL DOORS AND WINDOWS DIMENSIONED TO CENTERLINE OF CLEAR OPENING.

- ALL WALL AND FLOOR FINISHES TBD BY OWNER

- ALL STANDING AND RUNNING TRIM TO BE PRIMED FOR FIELD PAINTING, PROFILE TBD BY OWNER

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- CONTRACTOR TO PROVIDE TEMPORARY POWER POLE AND METER FOR THE DURATION OF THE WORK; CONTRACTOR TO MAINTAIN TEMPORARY LIGHT AS REQUIRED FOR THE DURATION OF THE WORK

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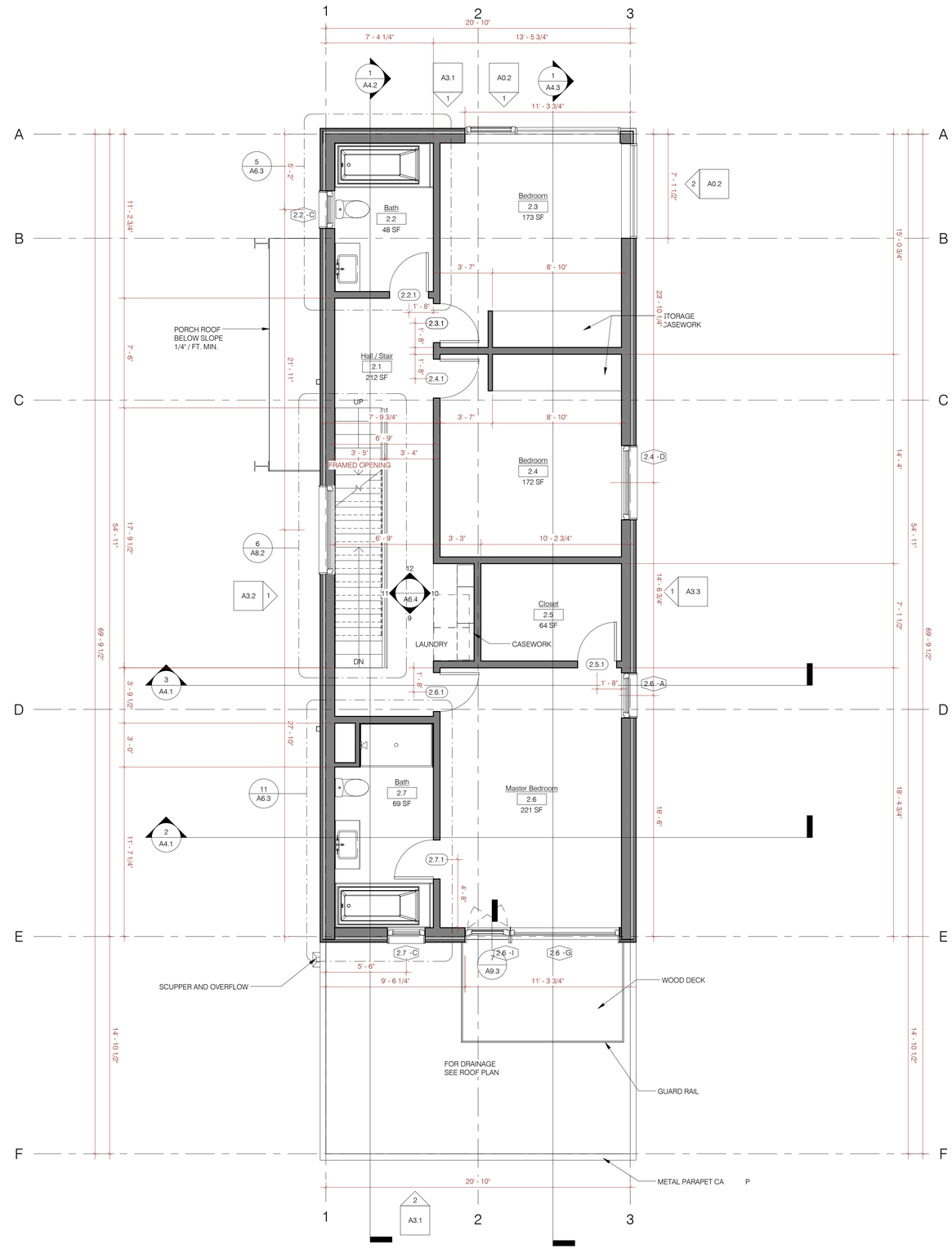
TO COMPLY WITH FIRE SEPARATION REQUIREMENTS FOR TWO-FAMILY DWELLINGS, A FIRE RESISTANCE RATING OF 1/2 HOUR SHALL BE PERMITTED IN BUILDINGS EQUIPPED THROUGHOUT WITH AN AUTOMATIC SPRINKLER SYSTEM INSTALLED IN ACCORDANCE WITH NFPA 13. (R.302.3)

WALL LEGEND:

- EXTERIOR 2x8 WALL SYSTEM WITH 2" EXTERIOR INSULATION
- 2X6 INTERIOR WALL
- 2X4 INTERIOR WALL

Plan 7



1 Second Floor Plan
1/4" = 1'-0"

2' 4' 8' 16'
SCALE 1/4" = 1'

G·OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101
Project Number

Second Floor Plan

REVISIONS:
DATE & DESCRIPTION:

PAST ISSUES:
DATE & DESCRIPTION:

LICENSED ARCHITECT
MATTHEW O'MALIA
No. 3571
STATE OF MAINE

CURRENT ISSUE:
02/10/16 Permit

A2.3

NOTES:

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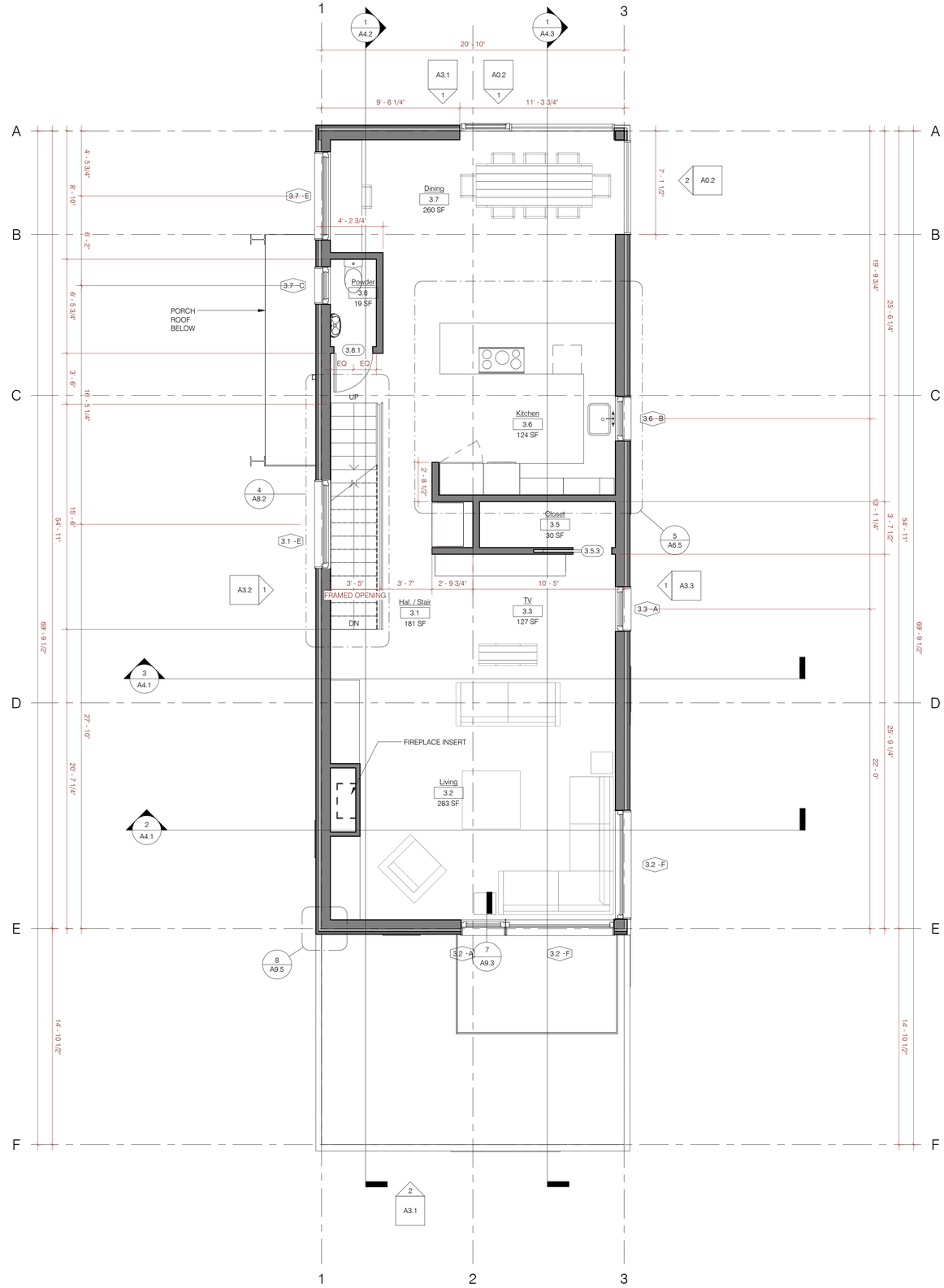
WALL LEGEND:

EXTERIOR 2x8 WALL SYSTEM WITH 2" EXTERIOR INSULATION

2X6 INTERIOR WALL

2X4 INTERIOR WALL

Plan 8



1 Third Floor Plan
1/4" = 1'-0"

2' 4' 8' 16'
SCALE 1/4" = 1'

G·OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101
Project Number

Third Floor Plan

REVISIONS:
DATE & DESCRIPTION:

PAST ISSUES:
DATE & DESCRIPTION:

LICENSED ARCHITECT
MATTHEW O'MALIA
No. 3571
STATE OF MAINE

CURRENT ISSUE:
02/10/16 Permit

A2.4

NOTES:

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WALL LEGEND:

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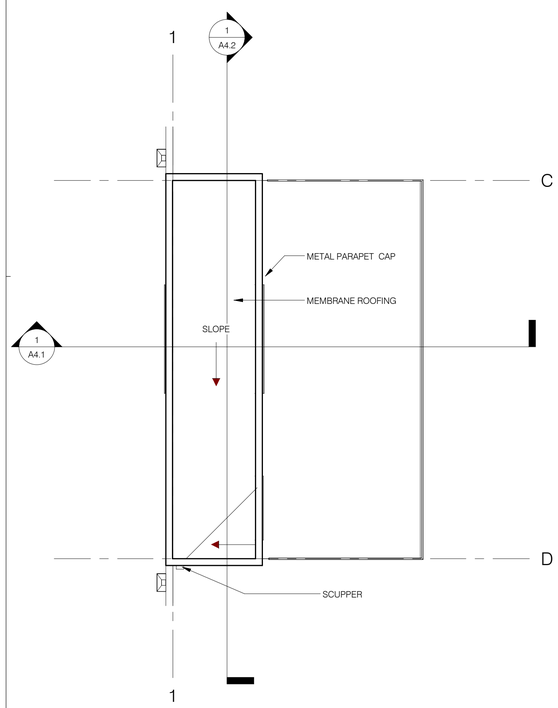
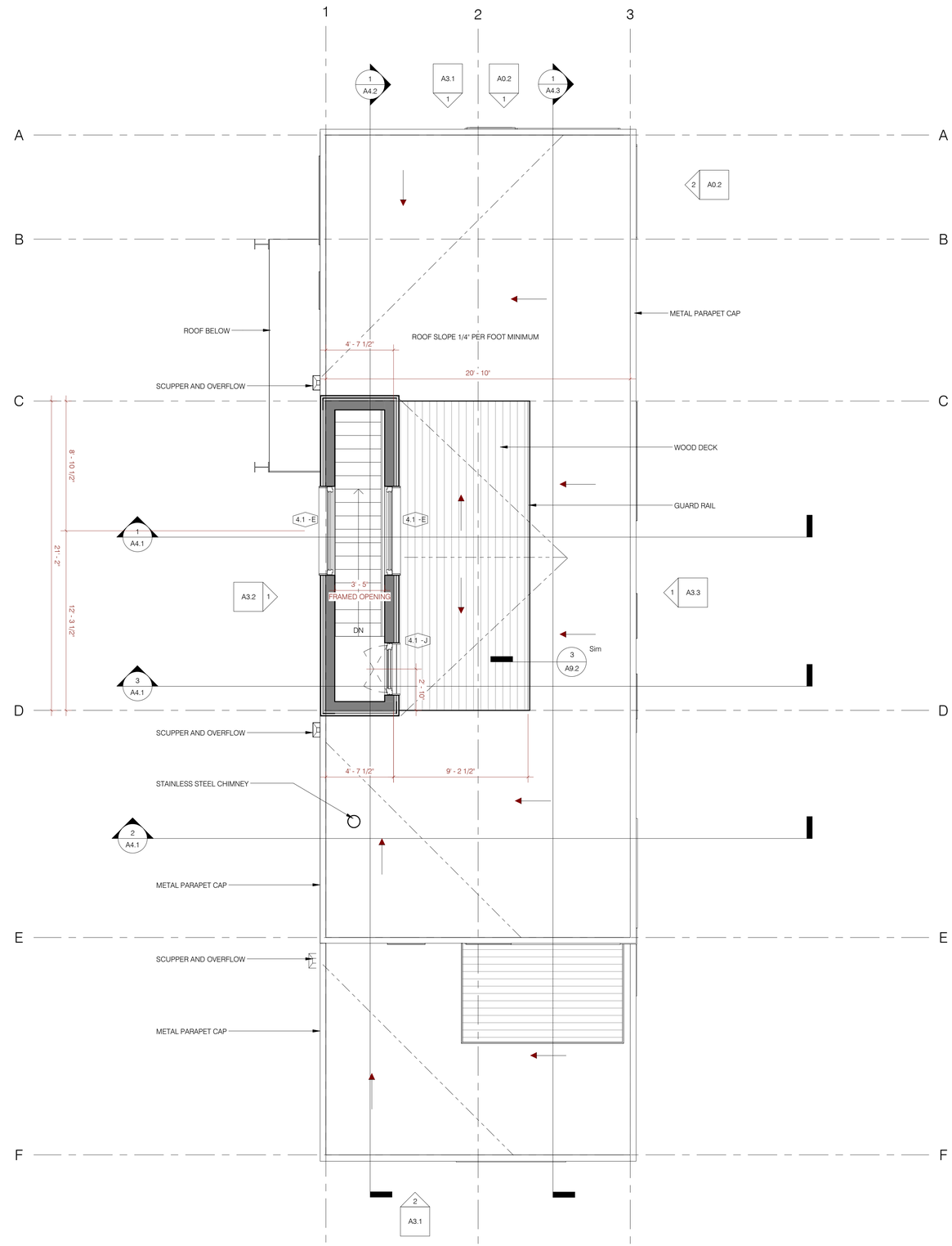
- 2X6 INTERIOR WALL
- 2X4 INTERIOR WALL



2 Penthouse Roof Plan
1/4" = 1'-0"

Plan 9



1 Roof Deck Plan
1/4" = 1'-0"

2' 4' 8' 16'
SCALE 1/4" = 1'

G·OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101
Project Number

Roof Terrace Plan

REVISIONS:
DATE & DESCRIPTION:

PAST ISSUES:
DATE & DESCRIPTION:

LICENSED ARCHITECT
MATTHEW O'MALIA
No. 3571
STATE OF MAINE

CURRENT ISSUE:
02/10/16 Permit

A2.5

NOTES:

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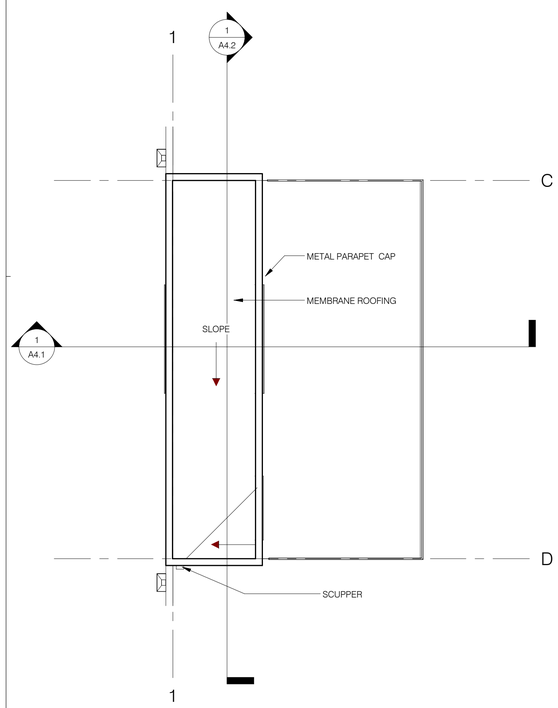
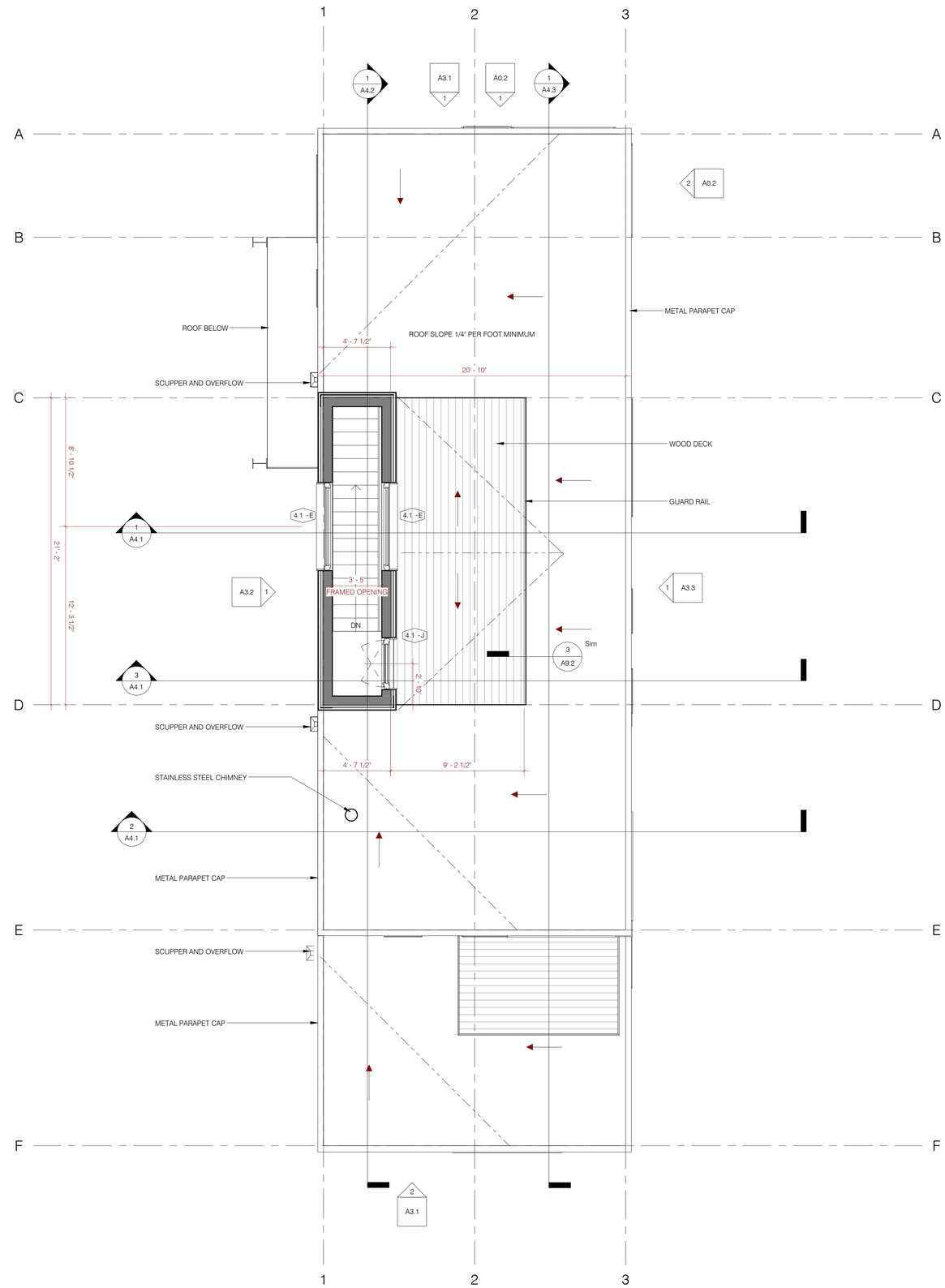
- 2X6 INTERIOR WALL
- 2X4 INTERIOR WALL



2 Penthouse Roof Plan
1/4" = 1'-0"



1 Roof Deck Plan
1/4" = 1'-0"

Plan 10

2' 4' 8' 16'
SCALE 1/4" = 1'

G·OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101
Project Number

Roof Terrace Plan

REVISIONS:
DATE & DESCRIPTION:

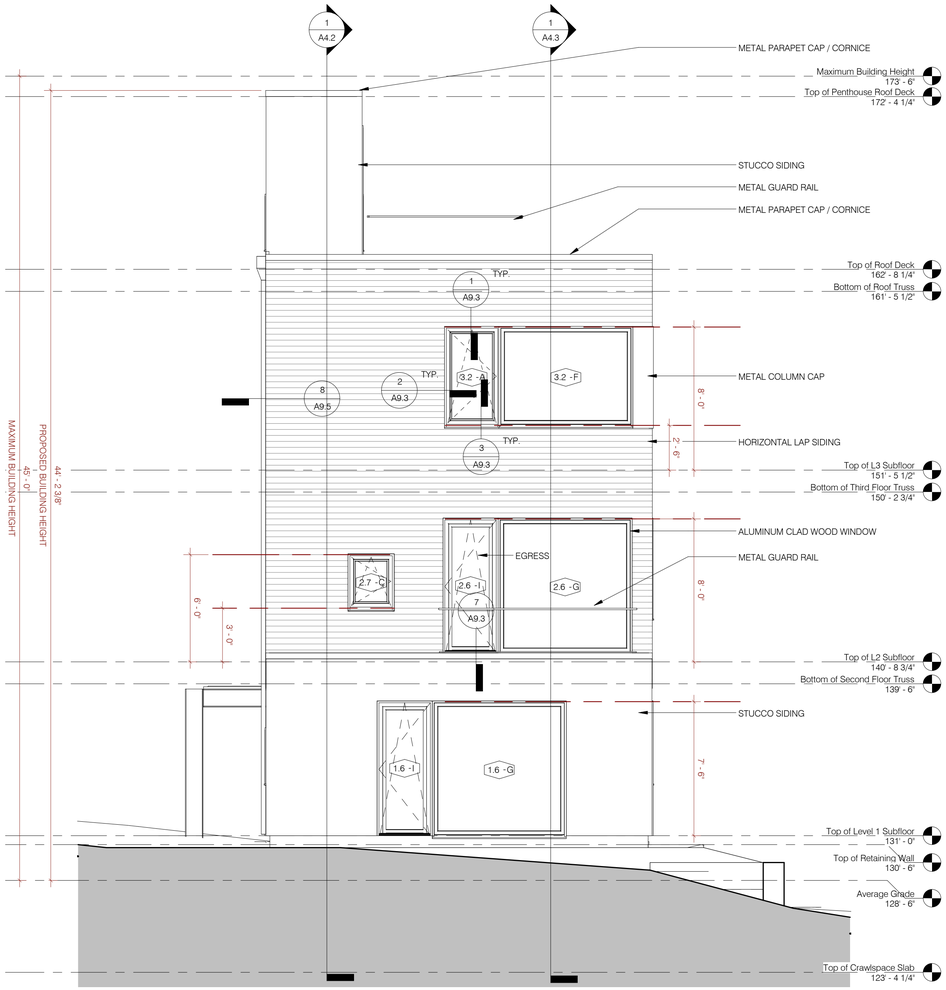
PAST ISSUES:
DATE & DESCRIPTION:

LICENSED ARCHITECT
MATTHEW O'MALIA
No. 3571
STATE OF MAINE

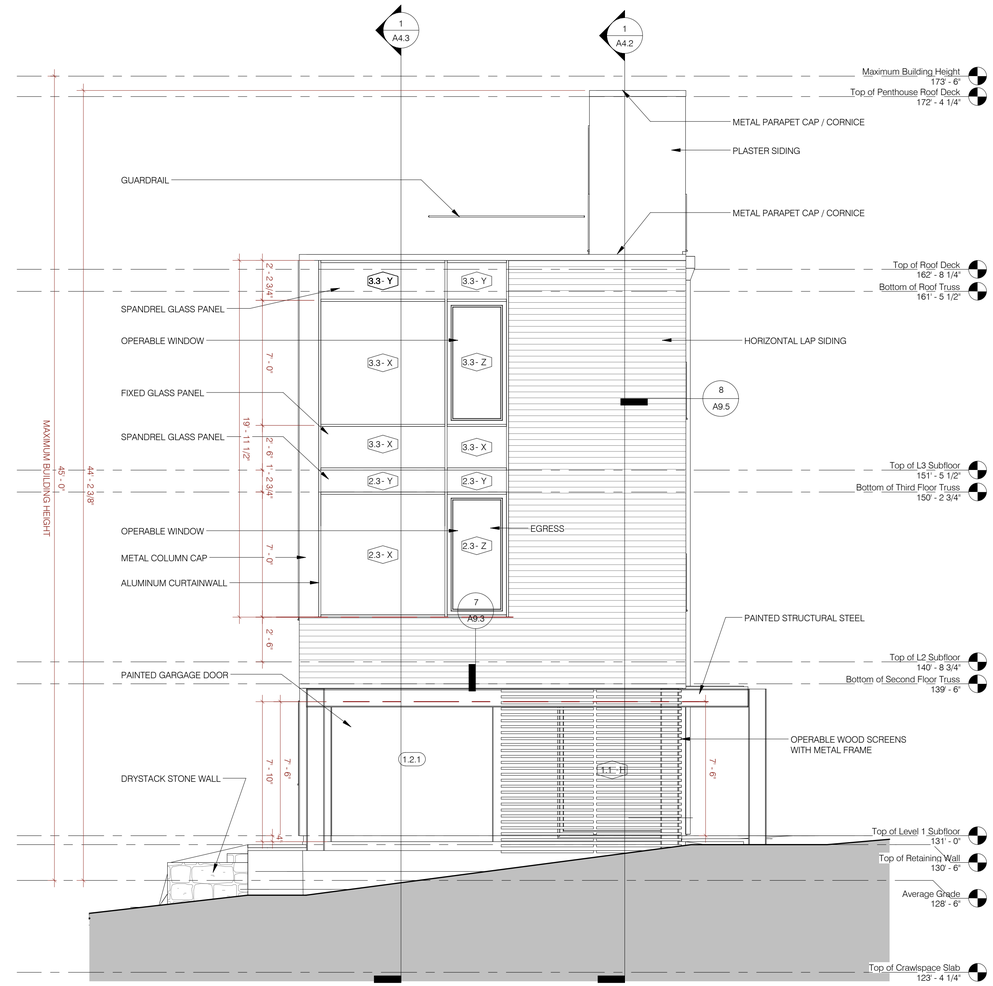
CURRENT ISSUE:
02/10/16 Permit

A2.5

Plan 11



2 South Elevation
1/4" = 1'-0"



1 North Elevation
1/4" = 1'-0"

G·OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101
Project Number

Elevations North & South

REVISIONS:
DATE & DESCRIPTION:

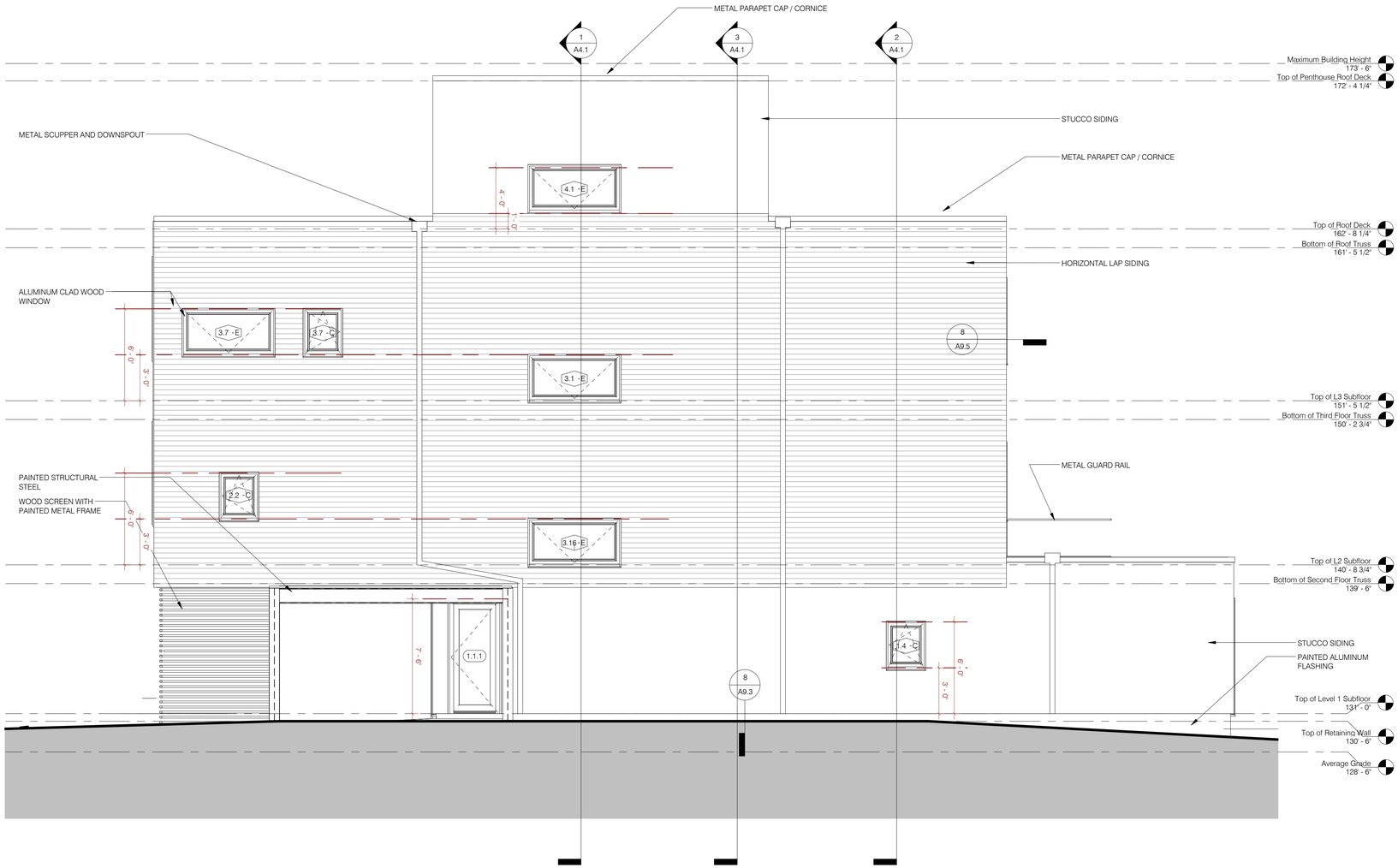
PAST ISSUES:
DATE & DESCRIPTION:

LICENSED ARCHITECT
MATTHEW O'MALIA
No. 3571
STATE OF MAINE

CURRENT ISSUE:
02/10/16 Permit

A3.1

Plan 12



1 West Elevation
1/4" = 1'-0"

G·OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101
Project Number

Elevation West

REVISIONS:
DATE & DESCRIPTION:

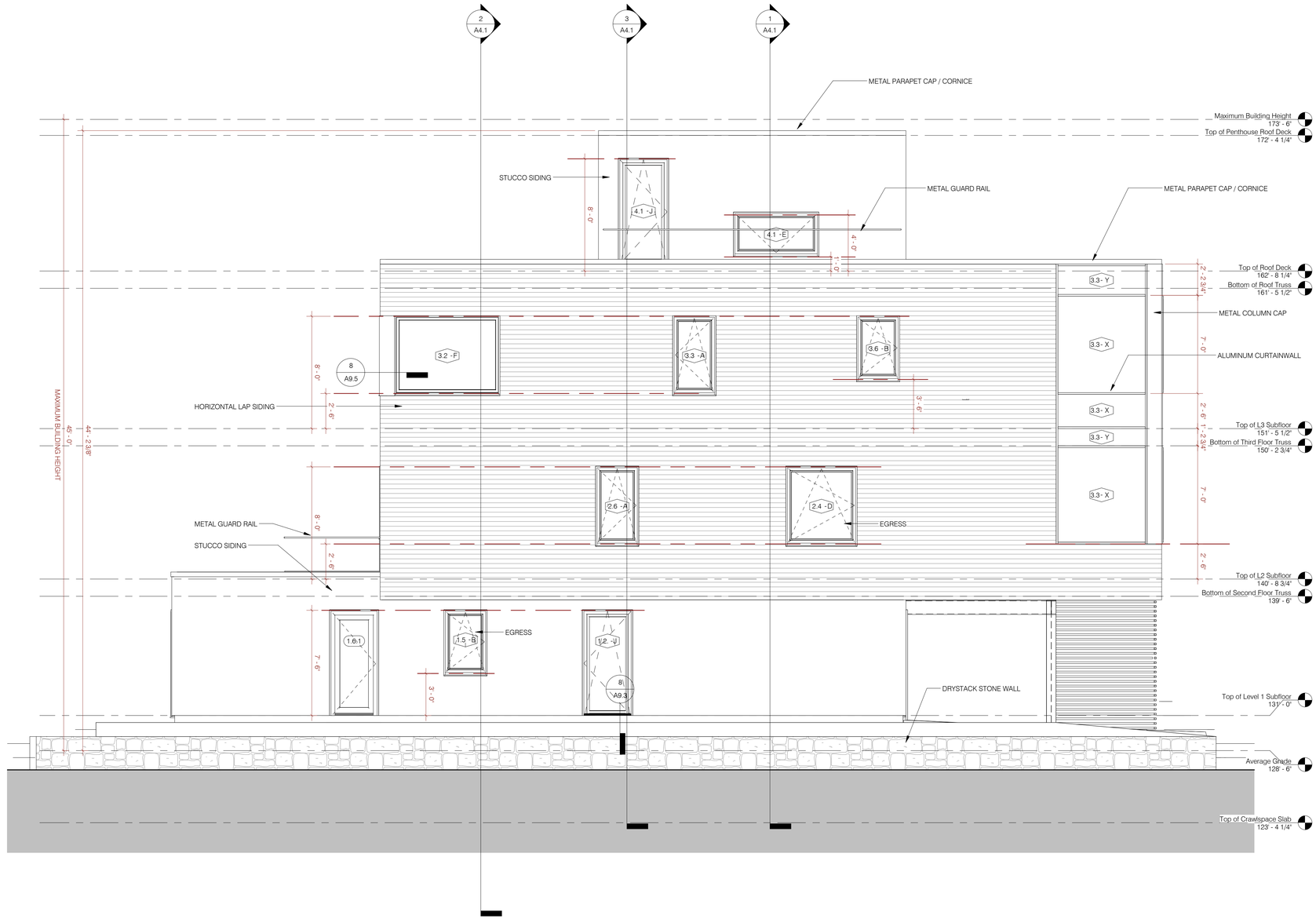
PAST ISSUES:
DATE & DESCRIPTION:

LICENSED ARCHITECT
MATTHEW O'MALIA
No. 3571
STATE OF MAINE

CURRENT ISSUE:
02/10/16 Permit

A3.2

Plan 13



1 East Elevation
1/4" = 1'-0"

G·LOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101
Project Number

Elevation East

REVISIONS:
DATE & DESCRIPTION:

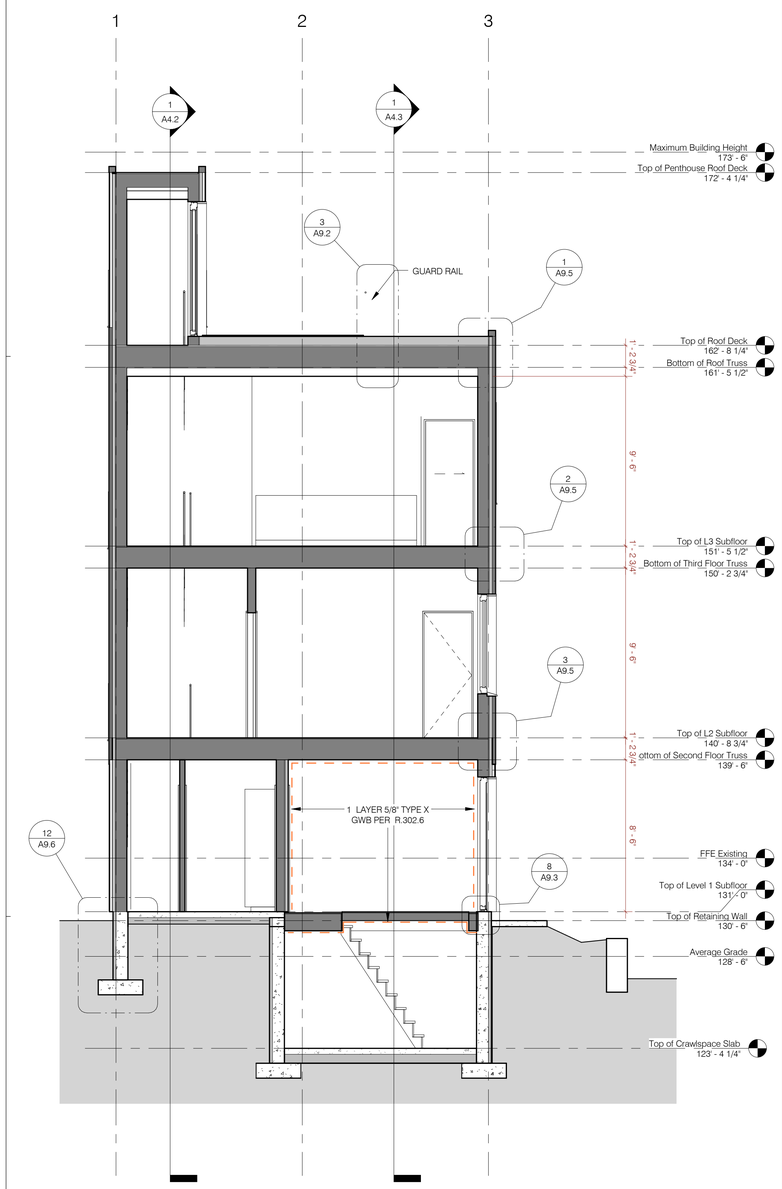
PAST ISSUES:
DATE & DESCRIPTION:

LICENSED ARCHITECT
MATTHEW O'MALIA
No. 3571
STATE OF MAINE

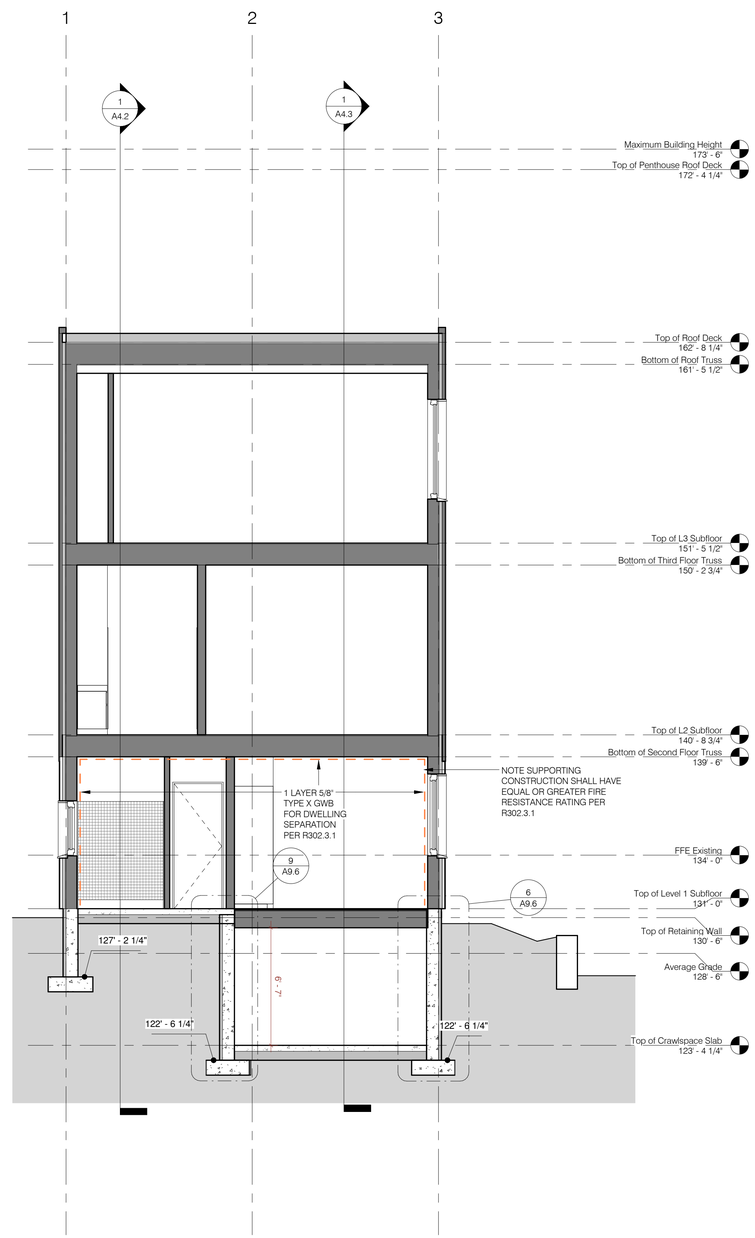
CURRENT ISSUE:
02/10/16 Permit

A3.3

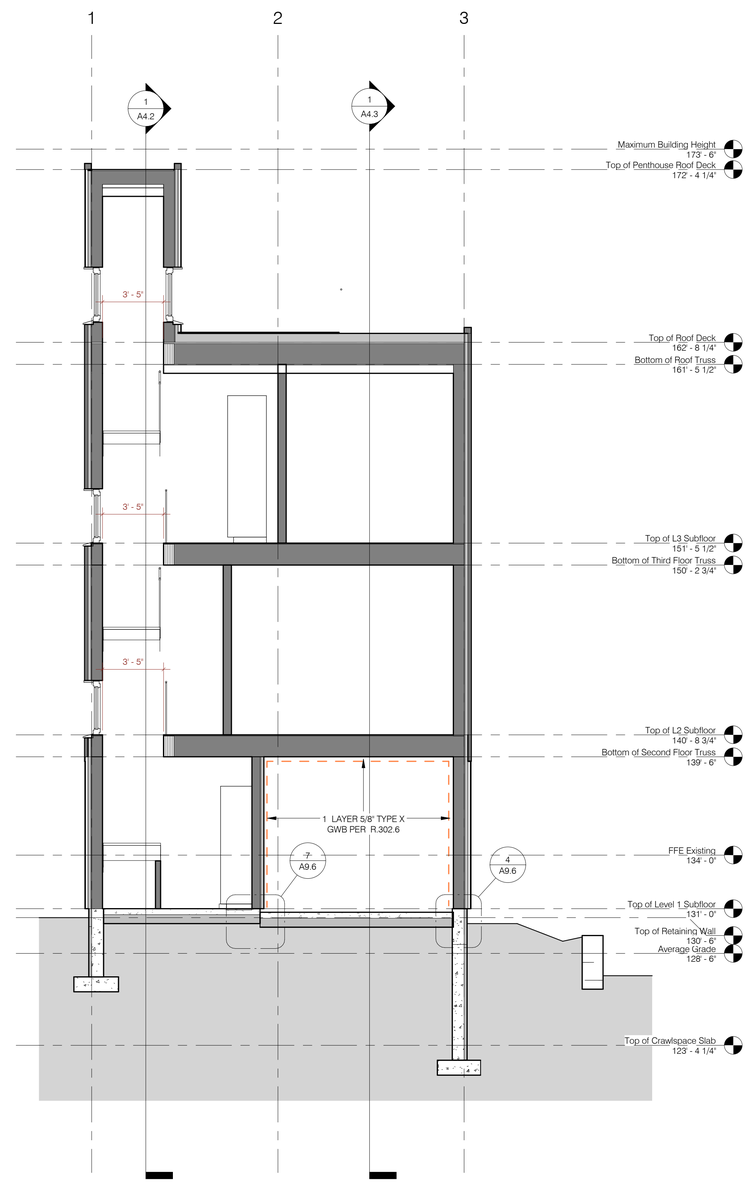
Plan 14



3 Section - A
1/4" = 1'-0"



2 Section - B
1/4" = 1'-0"



1 Section - E
1/4" = 1'-0"

G·OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101
Project Number

Sections

REVISIONS:
DATE & DESCRIPTION:

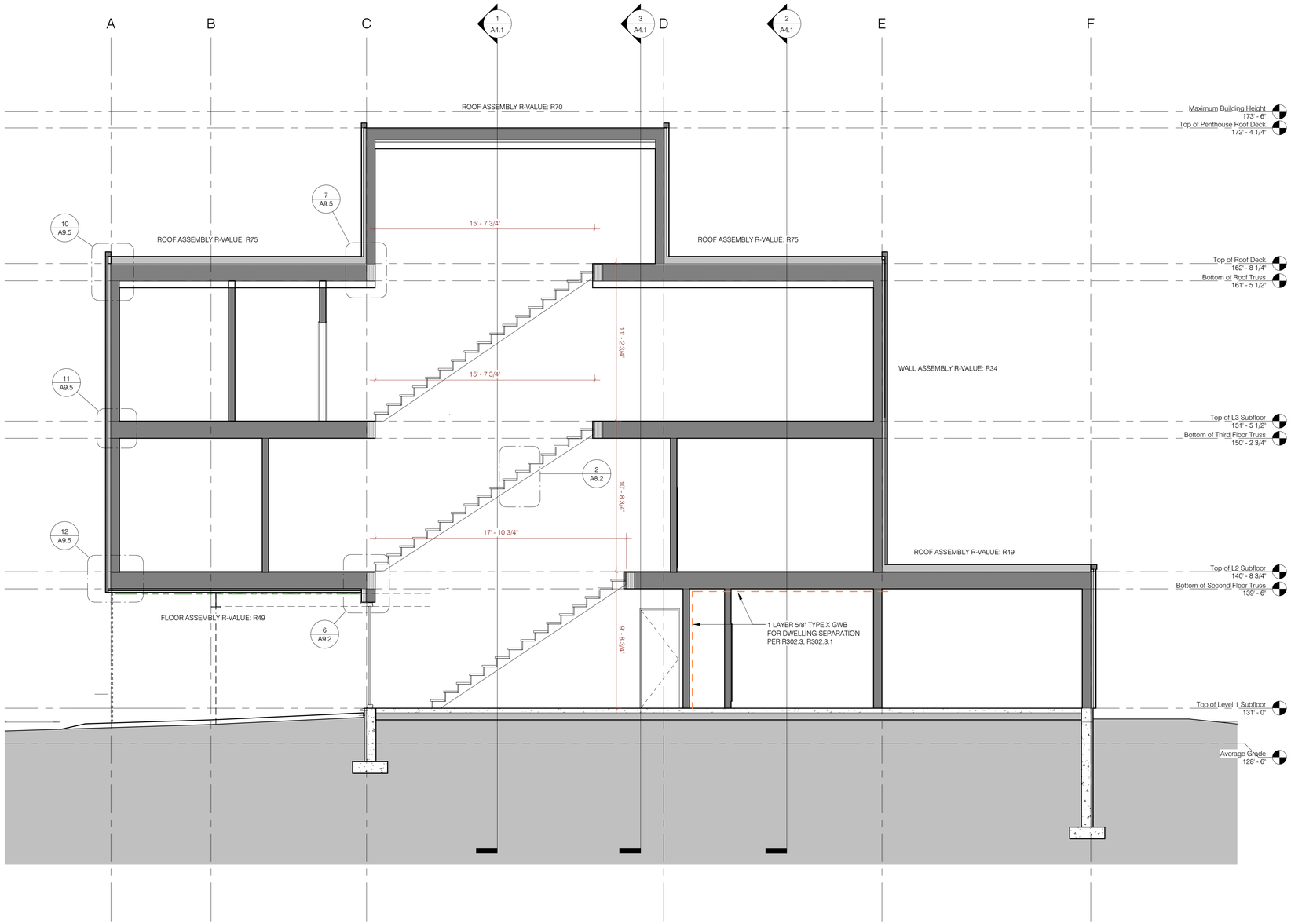
PAST ISSUES:
DATE & DESCRIPTION:

LICENSED ARCHITECT
MATTHEW O'MALIA
No. 3571
STATE OF MAINE

CURRENT ISSUE:
02/10/16 Permit

A4.1

Plan 15



1 Section - C
1/4" = 1'-0"

G·OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101

Project Number

Sections

REVISIONS:
DATE & DESCRIPTION:

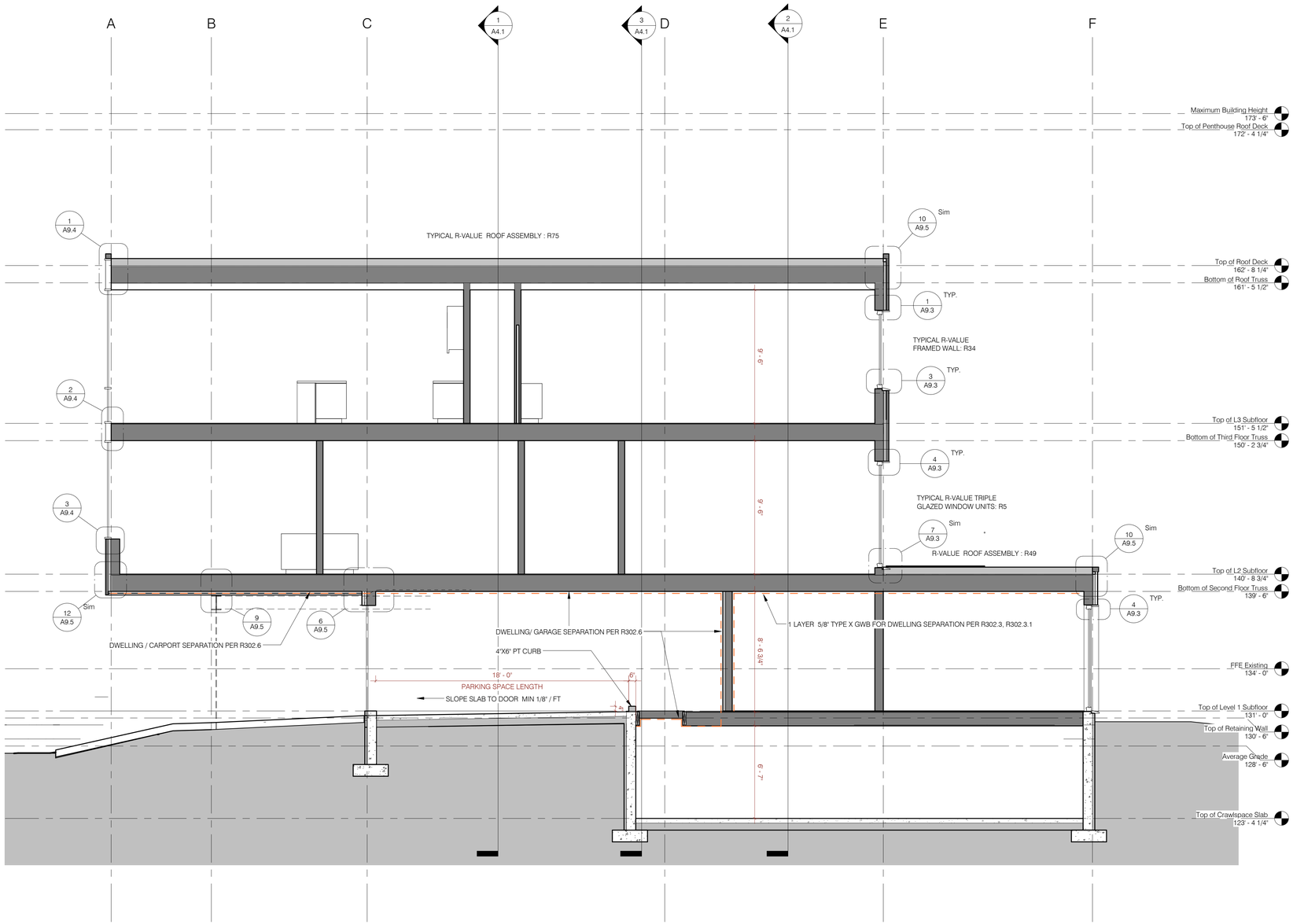
PAST ISSUES:
DATE & DESCRIPTION:

LICENSED ARCHITECT
MATTHEW O'MALIA
No. 3571
STATE OF MAINE

CURRENT ISSUE:
02/10/16 Permit

A4.2

Plan 16



1 Section - D
1/4" = 1'-0"

G·OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101

Project Number

Sections

REVISIONS:
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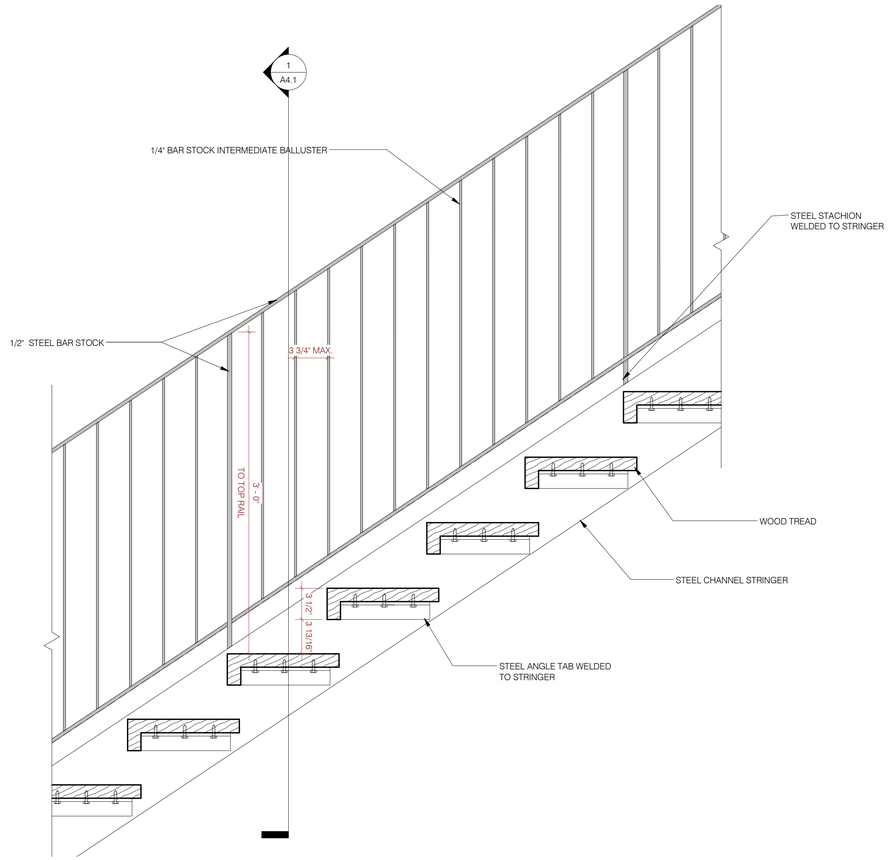
PAST ISSUES:
DATE & DESCRIPTION:

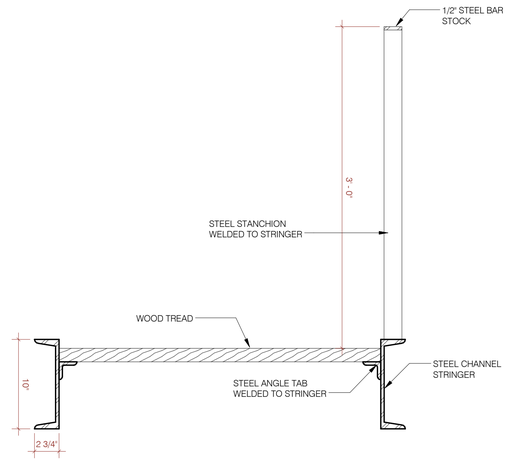
LICENSED ARCHITECT
MATTHEW O'MALIA
No. 3571
STATE OF MAINE

CURRENT ISSUE:
02/10/16 Permit

A4.3

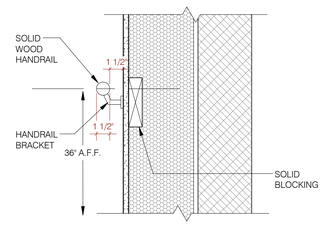


7 Stair & Handrail Detail
1 1/2" = 1'-0"

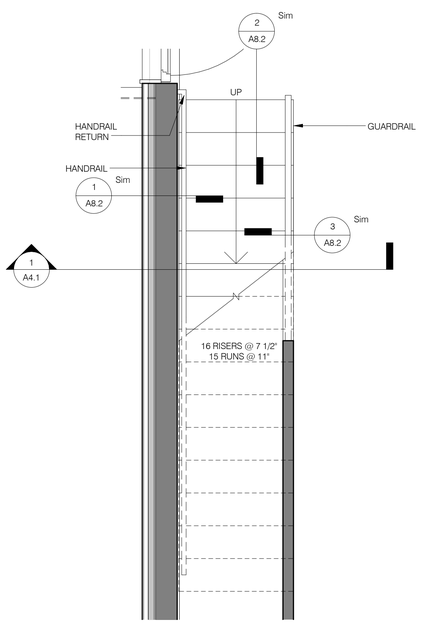


3 Guardrail
1 1/2" = 1'-0"

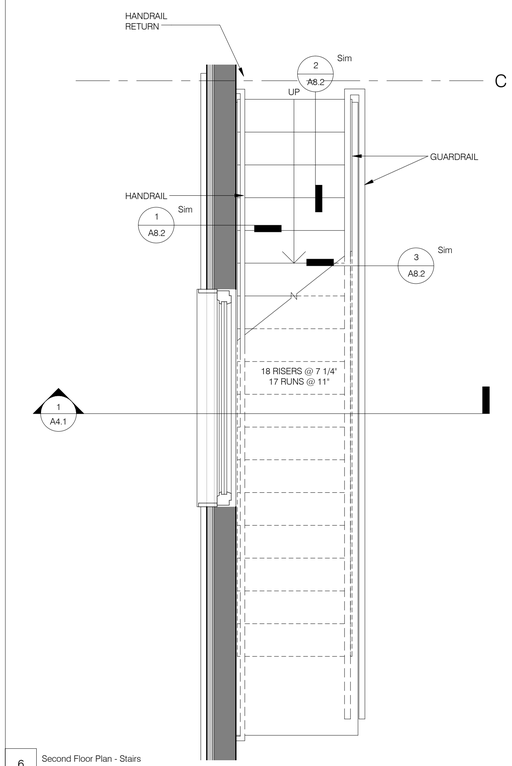
Plan 17



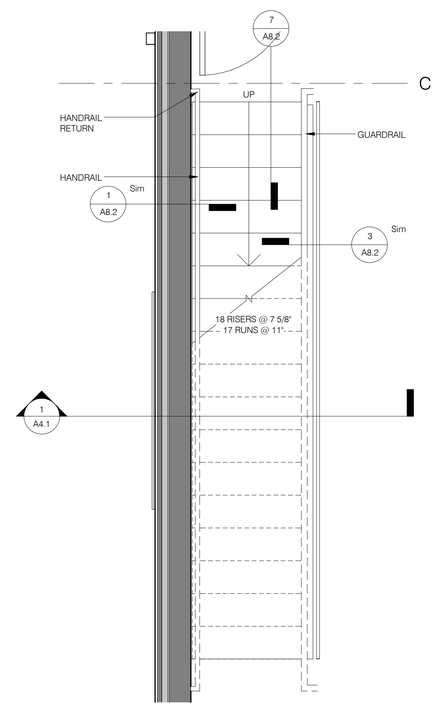
1 Handrail
1 1/2" = 1'-0"



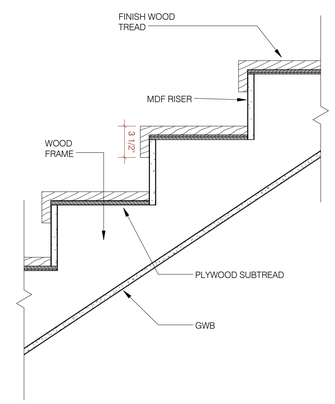
8 First Floor Plan -Stairs
1/2" = 1'-0"



6 Second Floor Plan - Stairs
1/2" = 1'-0"



4 Third Floor Plan - Stairs
1/2" = 1'-0"



2 Stair Detail
1 1/2" = 1'-0"

G·OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101
Project Number

Stair Details

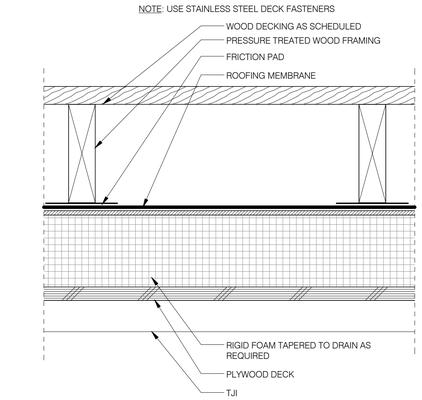
REVISIONS:
DATE & DESCRIPTION:

PAST ISSUES:
DATE & DESCRIPTION:

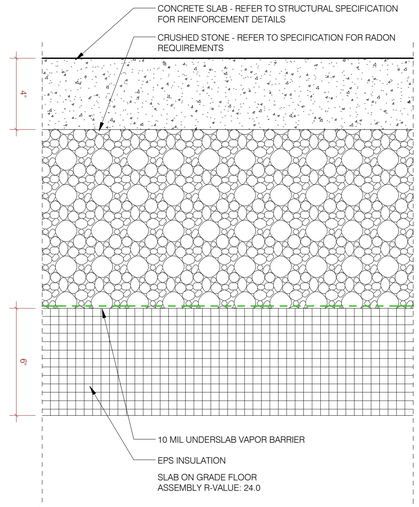
LICENSED ARCHITECT
MATTHEW O'MALIA
No. 3571
STATE OF MAINE

CURRENT ISSUE:
02/10/16 Permit

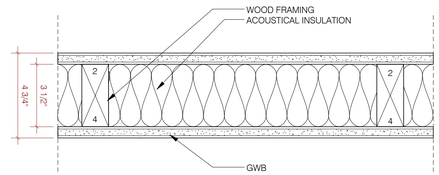
A8.2



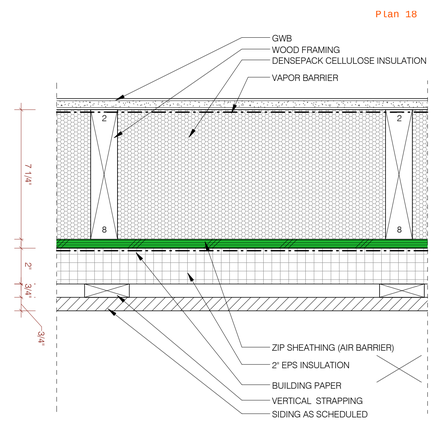
10 Assembly - Exterior Roof Deck
3" = 1'-0"



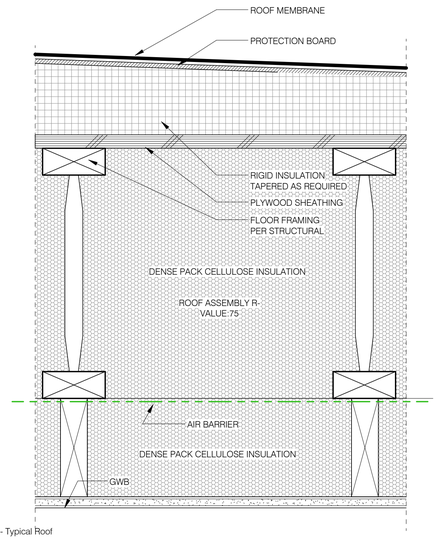
7 Assembly - First Floor Slab
3" = 1'-0"



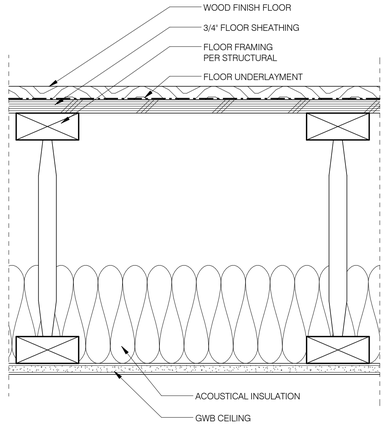
4 W4 - Assembly - Interior 2x4 Wall
3" = 1'-0"



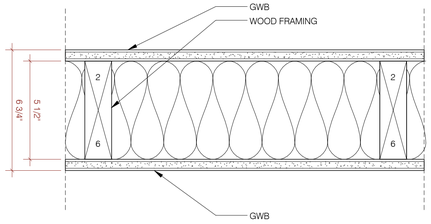
1 W1 - Assembly - Typical Exterior Wall
3" = 1'-0"



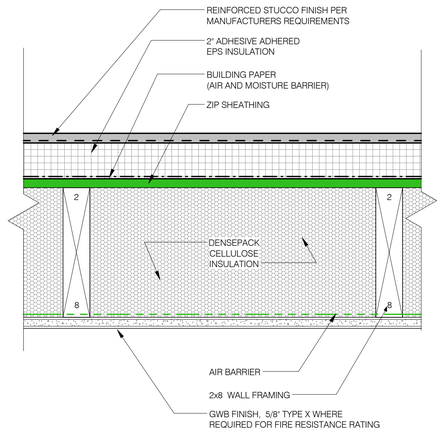
11 Assembly - Typical Roof
3" = 1'-0"



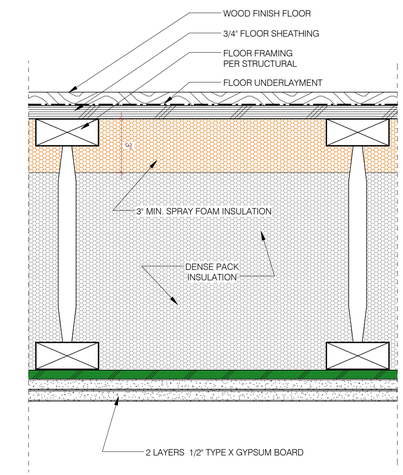
8 Assembly - Typical Second Floor
3" = 1'-0"



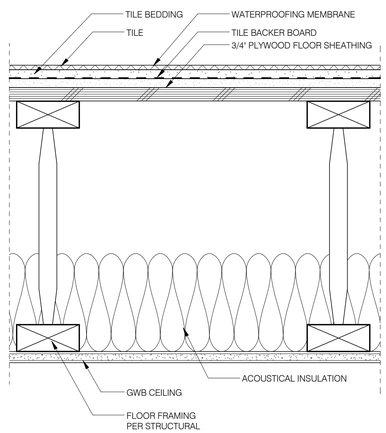
5 W5 - Assembly - Interior 2x6 Wall
3" = 1'-0"



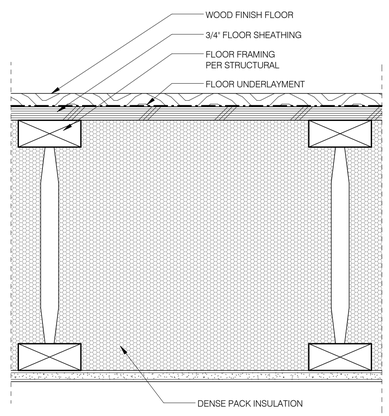
2 W3 - Exterior Wall With 2" EPS and Stucco Finish
3" = 1'-0"



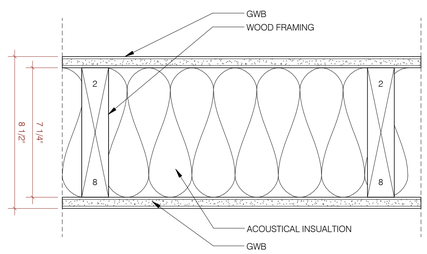
12 Garage Ceiling
3" = 1'-0"



9 Assembly - Second Floor w/ Tile
3" = 1'-0"



6 Assembly - First Floor Framed
3" = 1'-0"



3 W6 - Assembly - Interior 2x8 Wall
3" = 1'-0"

G·OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101
Project Number

Assembly Details

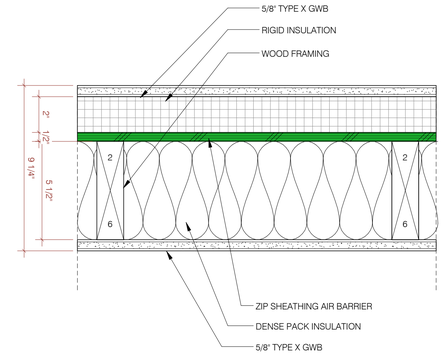
REVISIONS:
DATE & DESCRIPTION:

PAST ISSUES:
DATE & DESCRIPTION:

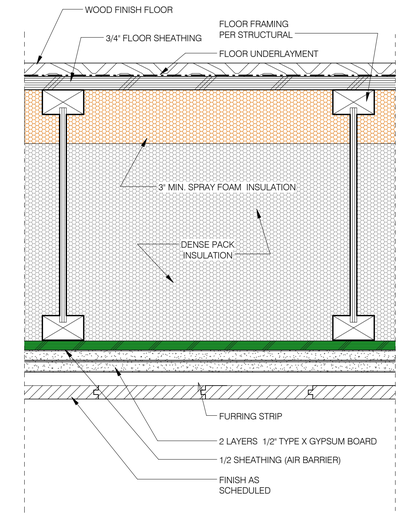
LICENSED ARCHITECT
MATTHEW O'MALIA
No. 3571
STATE OF MAINE

CURRENT ISSUE:
02/10/16 Permit

A9.1



4 Assembly - Interior 2x6 Wall - Garage
3" = 1'-0"



1 Carport Ceiling
3" = 1'-0"

Plan 19

G·OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101
Project Number

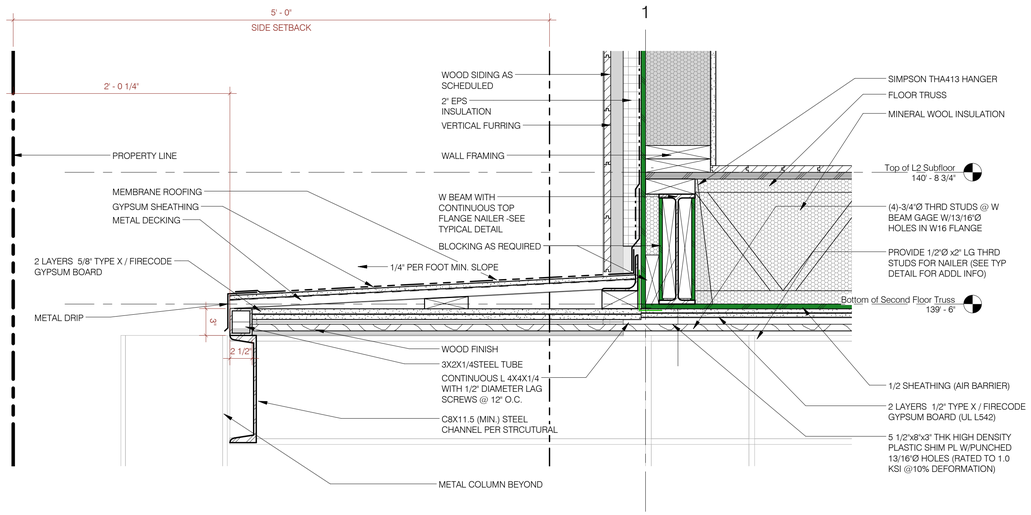
Assembly Details

REVISIONS:
DATE & DESCRIPTION:

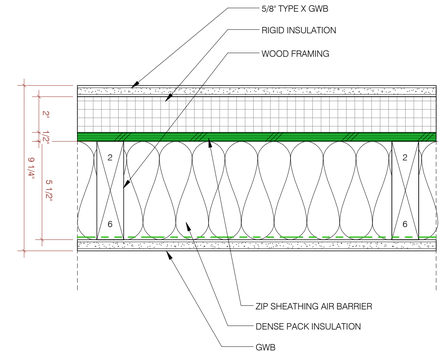
PAST ISSUES:
DATE & DESCRIPTION:

CURRENT ISSUE:
01/07/16 Permit

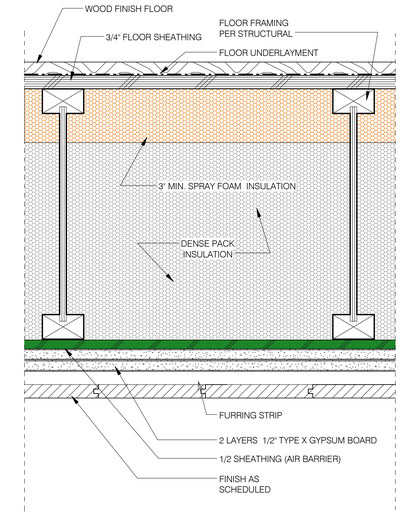
A9.2



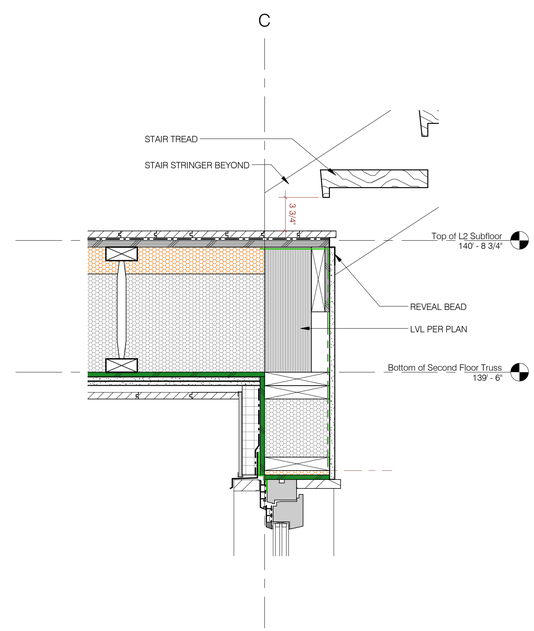
10 Porch Roof
1 1/2" = 1'-0"



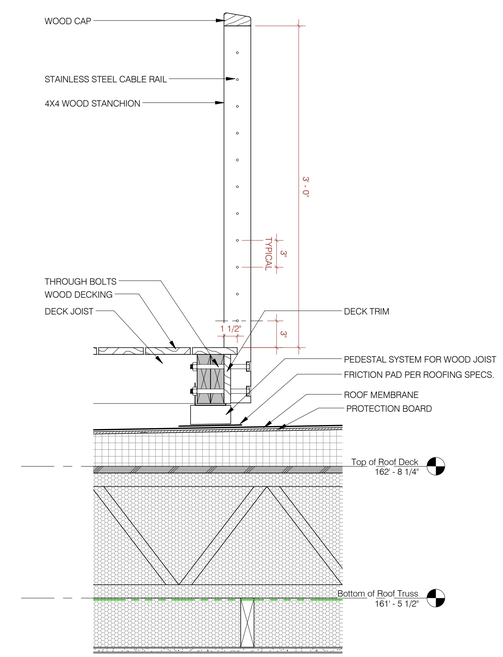
4 Assembly - Interior 2x6 Wall - Garage
3" = 1'-0"



1 Carport Ceiling
3" = 1'-0"



6 Stair Stringer @ Entry
1 1/2" = 1'-0"



3 Roof Deck Guardrail
1 1/2" = 1'-0"

Plan 20

G·OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101
Project Number

Opening Details

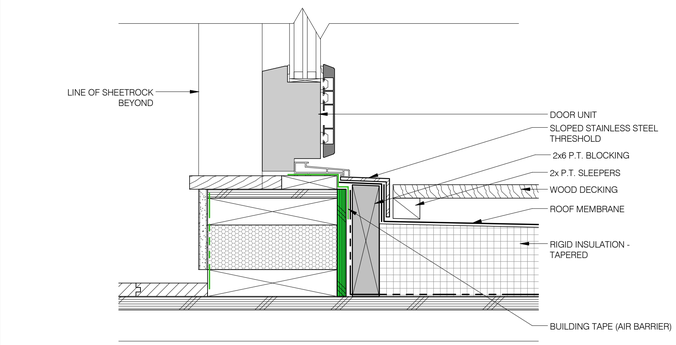
REVISIONS:
DATE & DESCRIPTION:

PAST ISSUES:
DATE & DESCRIPTION:

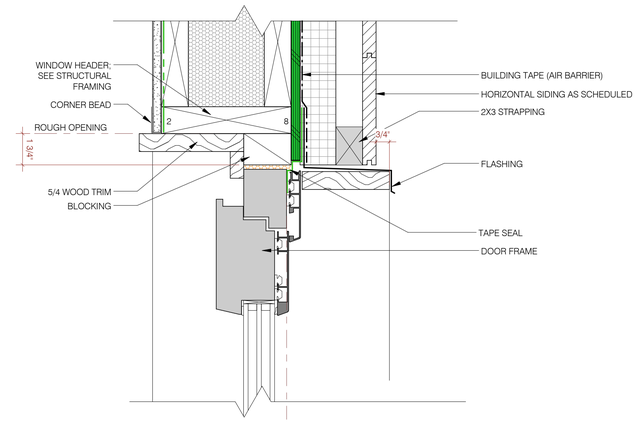
LICENSED ARCHITECT
MATTHEW O'MALIA
No. 3571
STATE OF MAINE

CURRENT ISSUE:
02/10/16 Permit

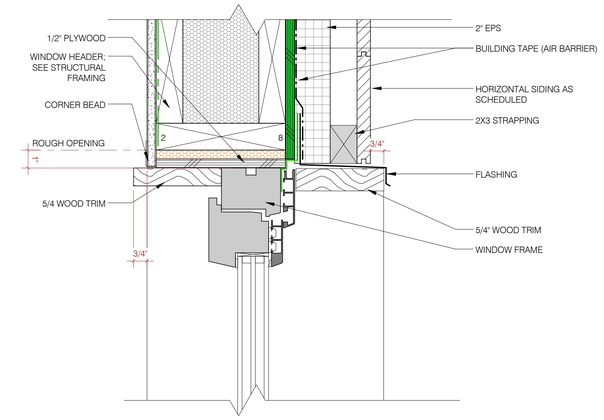
A9.2



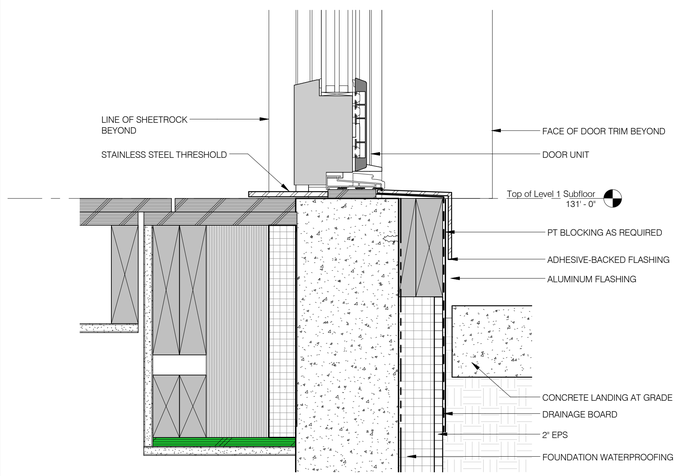
7 Balcony Door Sill at Deck
3" = 1'-0"



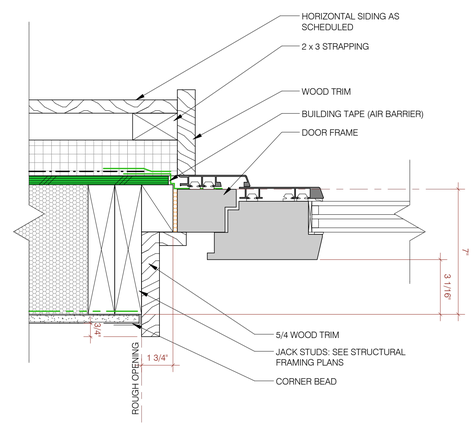
4 Exterior Prefab Door Head
3" = 1'-0"



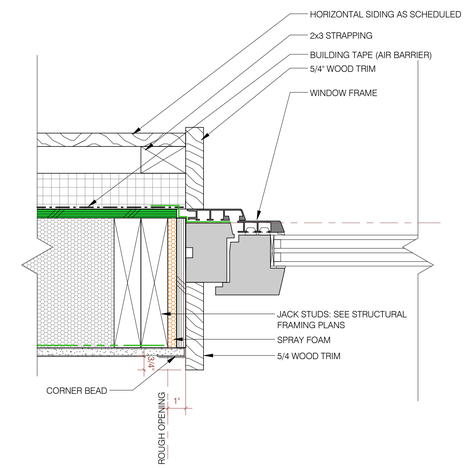
1 Typical Window Head
3" = 1'-0"



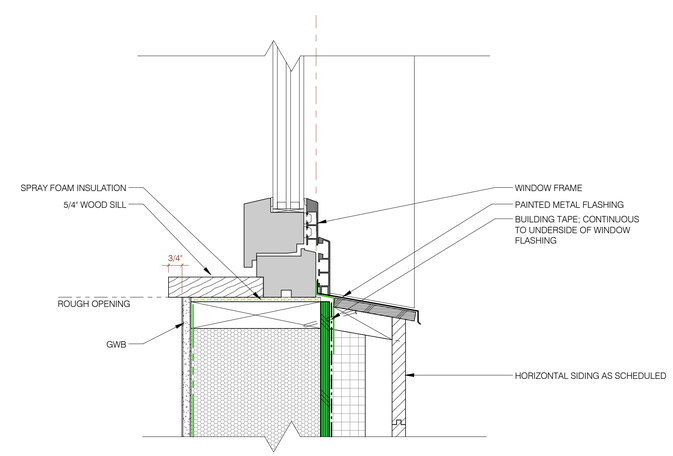
8 Exterior Garage Door Sill
3" = 1'-0"



5 Exterior Prefab Door Jamb
3" = 1'-0"



2 Typical Window Jamb
3" = 1'-0"



3 Typical Window Sill
3" = 1'-0"

Plan 21

G·OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101
Project Number

Window and Door Details

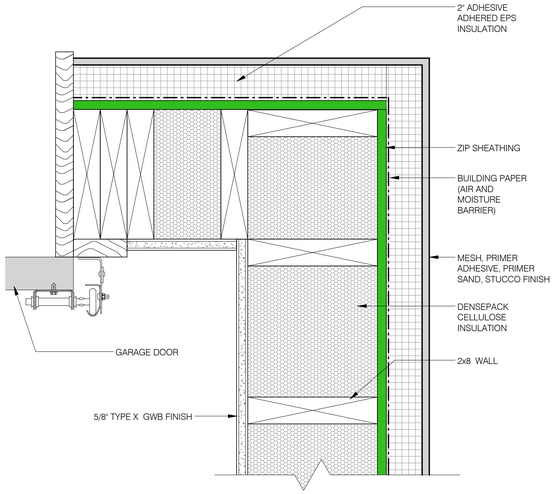
REVISIONS:
DATE & DESCRIPTION:

PAST ISSUES:
DATE & DESCRIPTION:

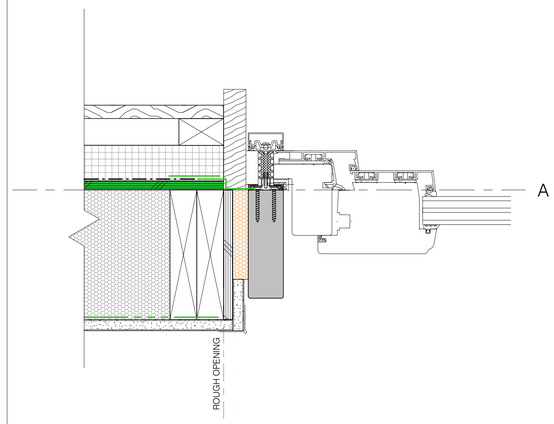
LICENSED ARCHITECT
MATTHEW O'MALIA
No. 3571
STATE OF MAINE

CURRENT ISSUE:
02/10/16 Permit

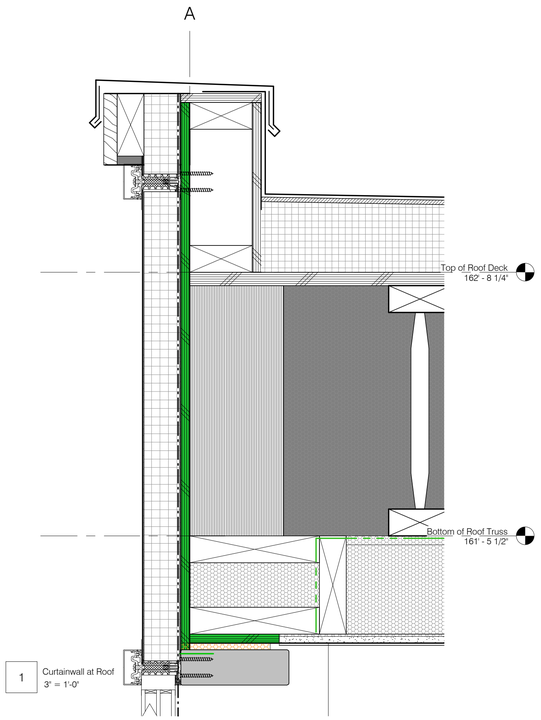
A9.3



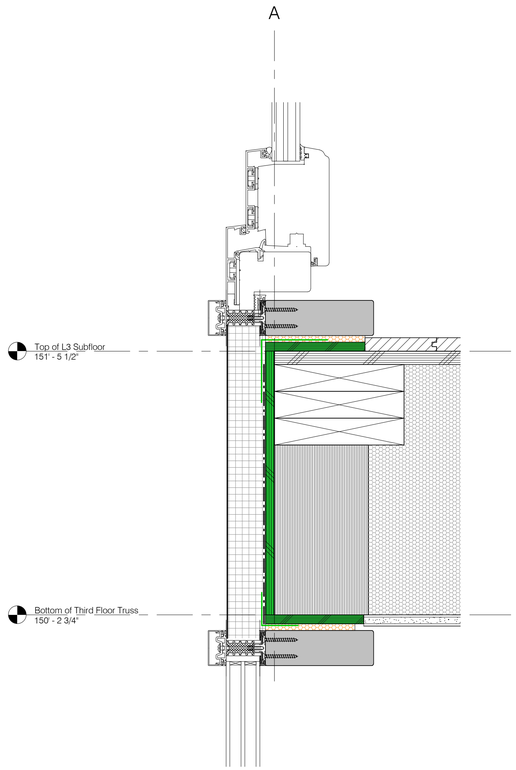
10 Garage Door Jamb
3" = 1'-0"



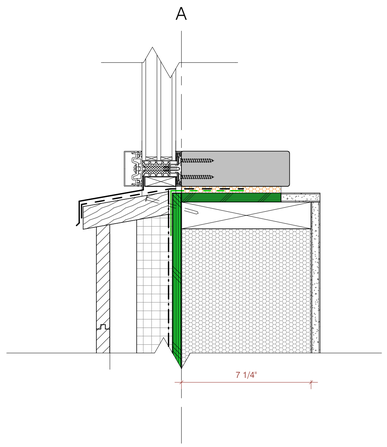
4 Typical Curtainwall Jamb
3" = 1'-0"



1 Curtainwall at Roof
3" = 1'-0"



2 Curtainwall at Level 3 Floor
3" = 1'-0"



3 Curtainwall Sill
3" = 1'-0"

Plan 22

G·OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101
Project Number

Window and Door Details

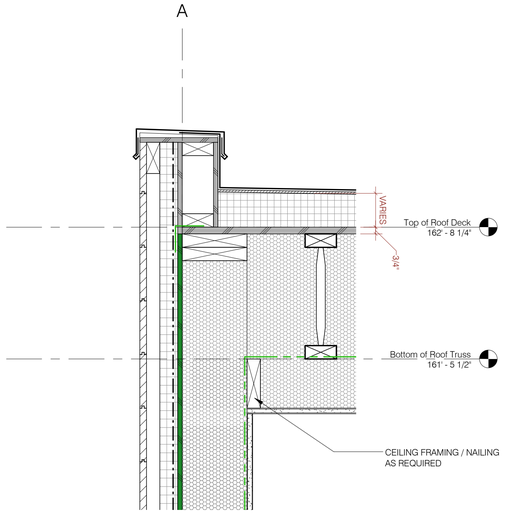
REVISIONS:
DATE & DESCRIPTION:

PAST ISSUES:
DATE & DESCRIPTION:

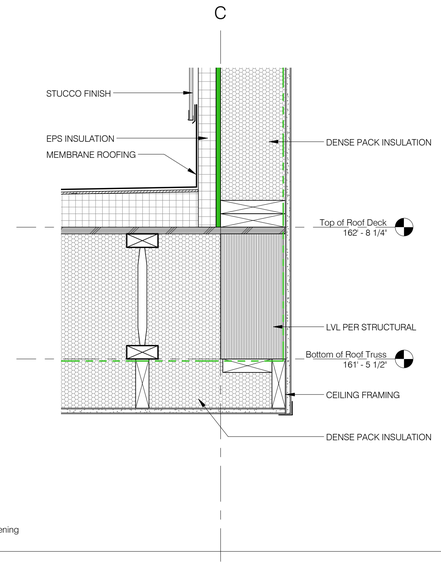
LICENSED ARCHITECT
MATTHEW O'MALIA
No. 3571
STATE OF MAINE

CURRENT ISSUE:
02/10/16 Permit

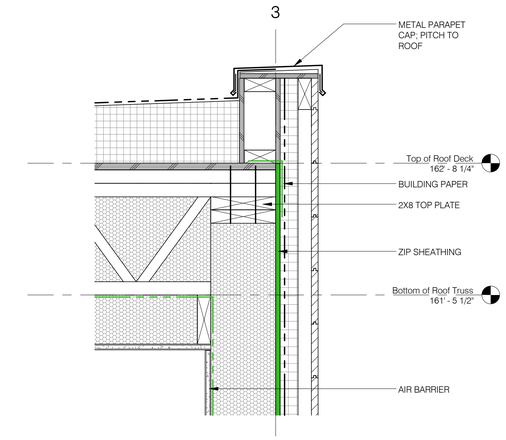
A9.4



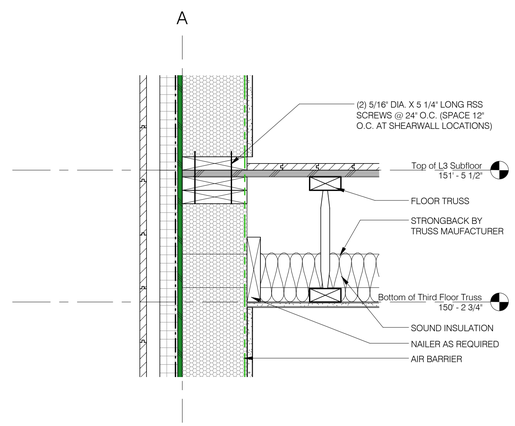
10 Parapet North
1 1/2" = 1'-0"



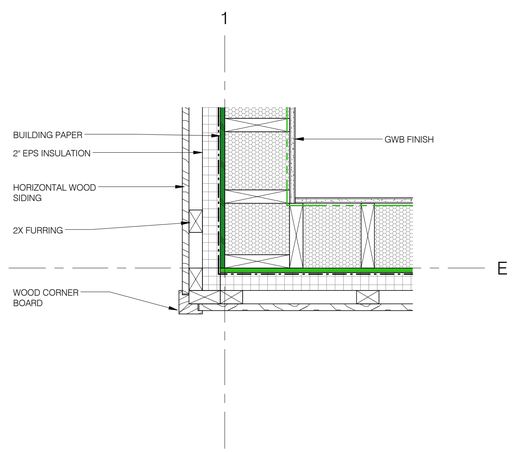
7 Penthouse Opening
1 1/2" = 1'-0"



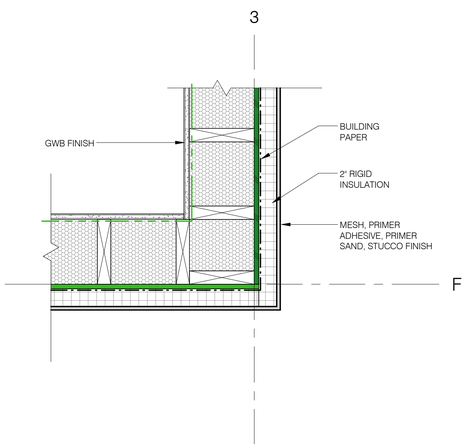
1 Parapet Detail
1 1/2" = 1'-0"



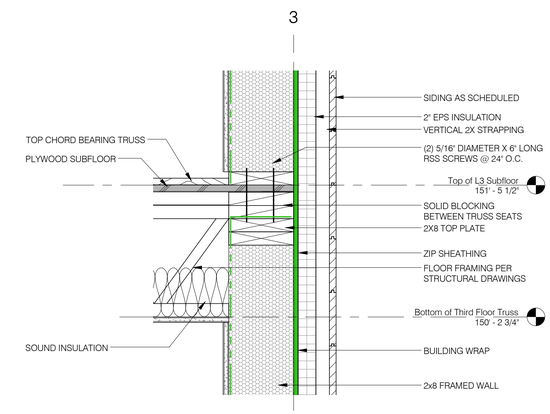
11 Typical Floor / Wall Intersection
1 1/2" = 1'-0"



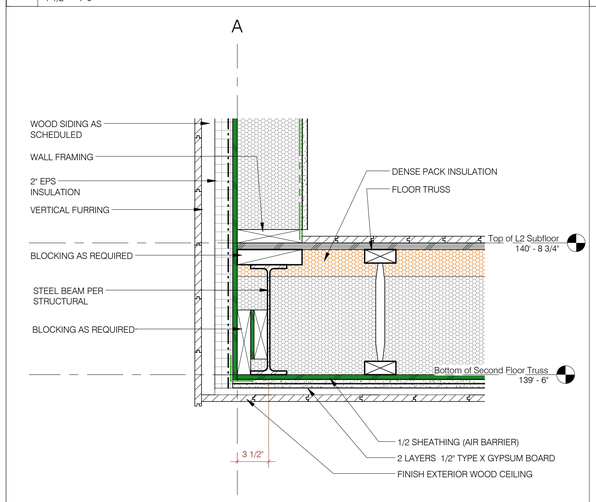
8 Corner Detail - Wood
1 1/2" = 1'-0"



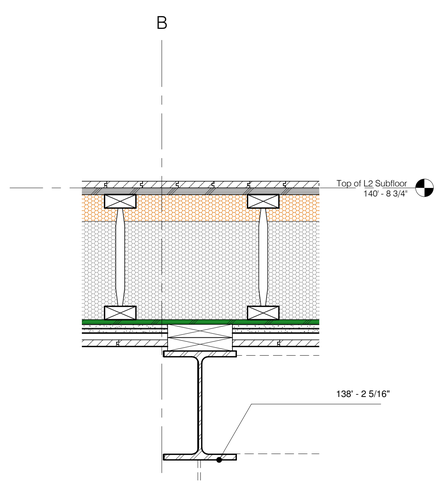
5 Corner Detail - Stucco
1 1/2" = 1'-0"



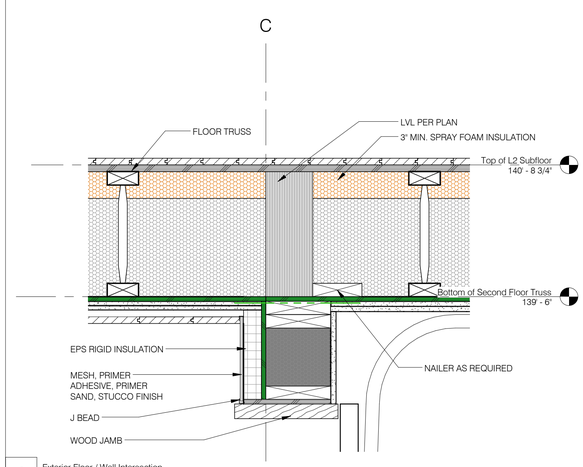
2 Exterior Wall @ Floor Framing
1 1/2" = 1'-0"



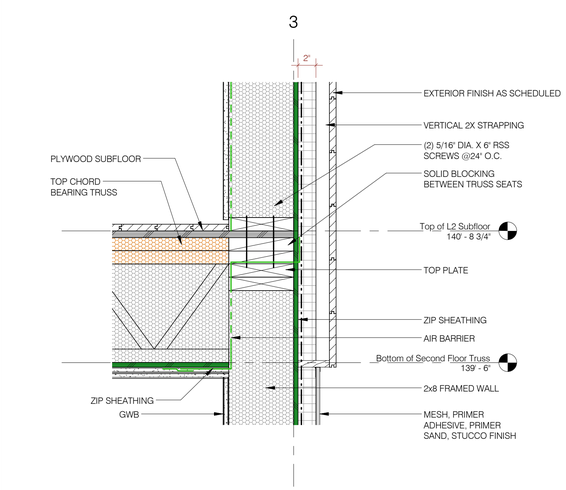
12 Cantilevered Floor / Wall Intersection
1 1/2" = 1'-0"



9 Carport Beam
1 1/2" = 1'-0"



6 Exterior Floor / Wall Intersection
1 1/2" = 1'-0"



3 Overhang Stucco Finish Wood Siding
1 1/2" = 1'-0"

Plan 23

G·OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101
Project Number

Building Envelope Details

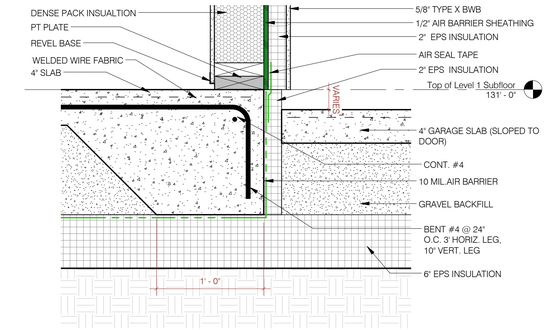
REVISIONS:
DATE & DESCRIPTION:

PAST ISSUES:
DATE & DESCRIPTION:

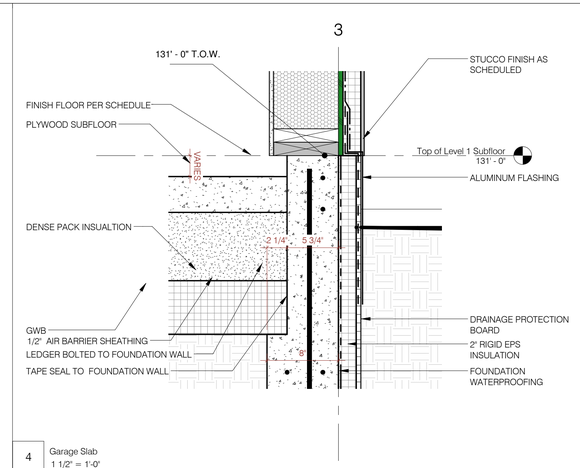
LICENSED ARCHITECT
MATTHEW O'MALIA
No. 3571
STATE OF MAINE

CURRENT ISSUE:
02/10/16 Permit

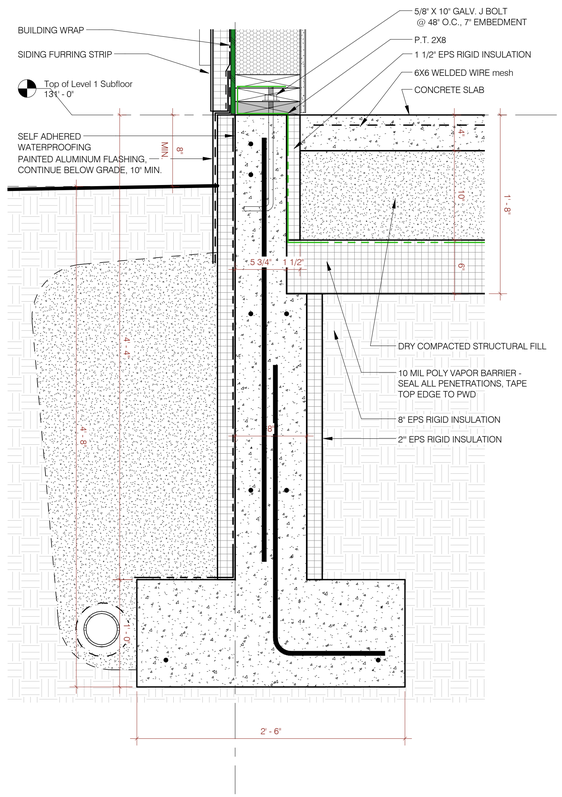
A9.5



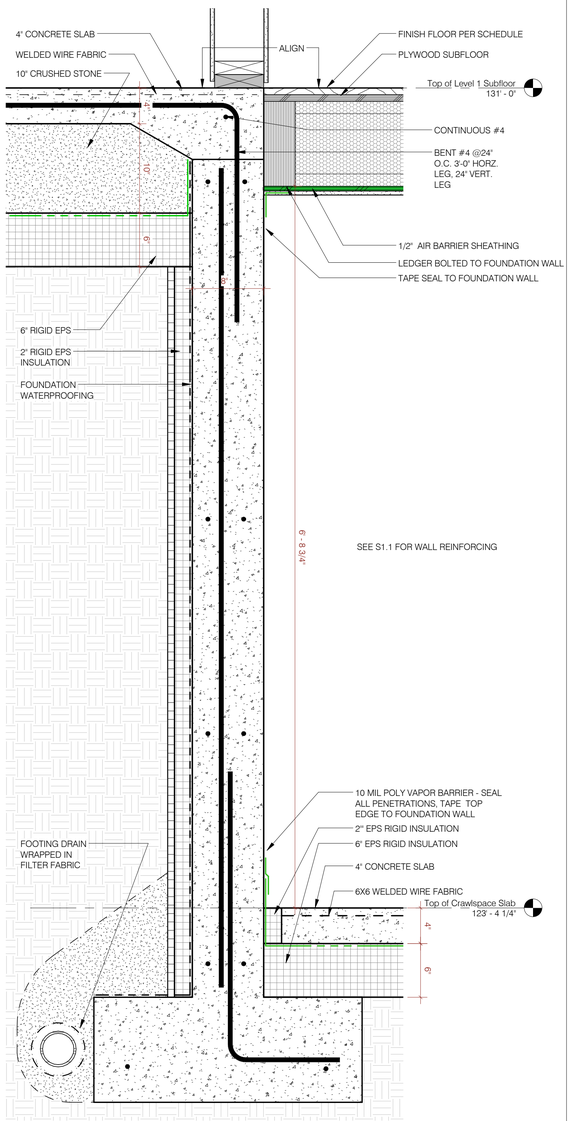
7 Garage Slab Transition
1 1/2" = 1'-0"



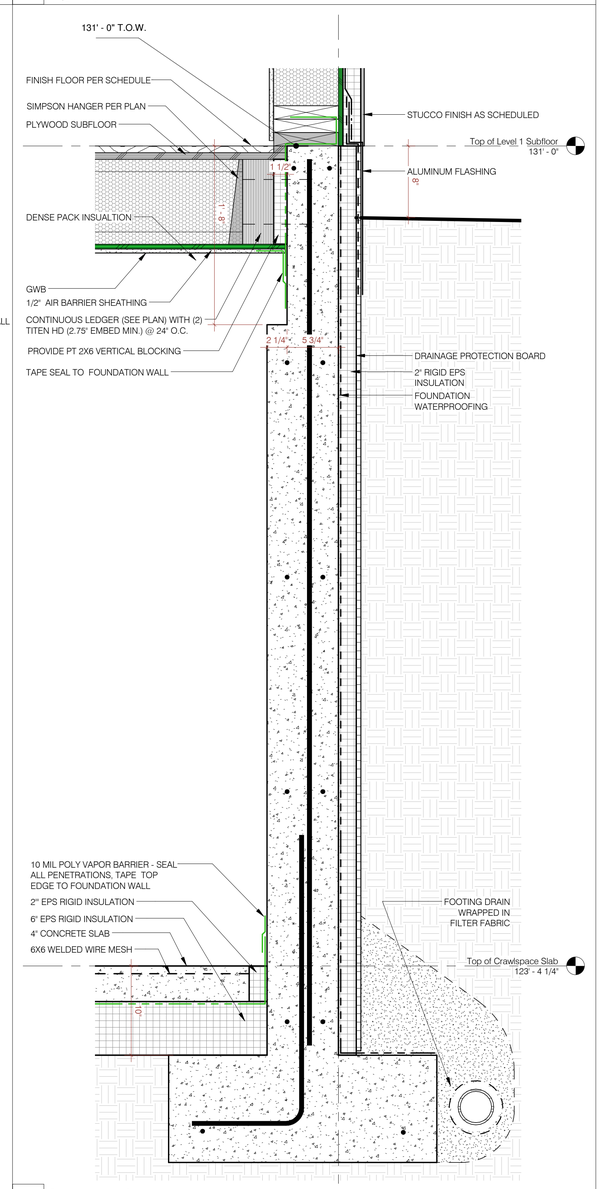
4 Garage Slab
1 1/2" = 1'-0"



12 Foundation Wall @ Slab
1 1/2" = 1'-0"



9 Foundation Wall - Crawlspace @ Slab
1 1/2" = 1'-0"



6 Foundation Wall @ Crawlspace
1 1/2" = 1'-0"

Plan 24

G·OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101
Project Number

Details

REVISIONS:
DATE & DESCRIPTION:

PAST ISSUES:
DATE & DESCRIPTION:

LICENSED ARCHITECT
MATTHEW O'MALIA
No. 3571
STATE OF MAINE

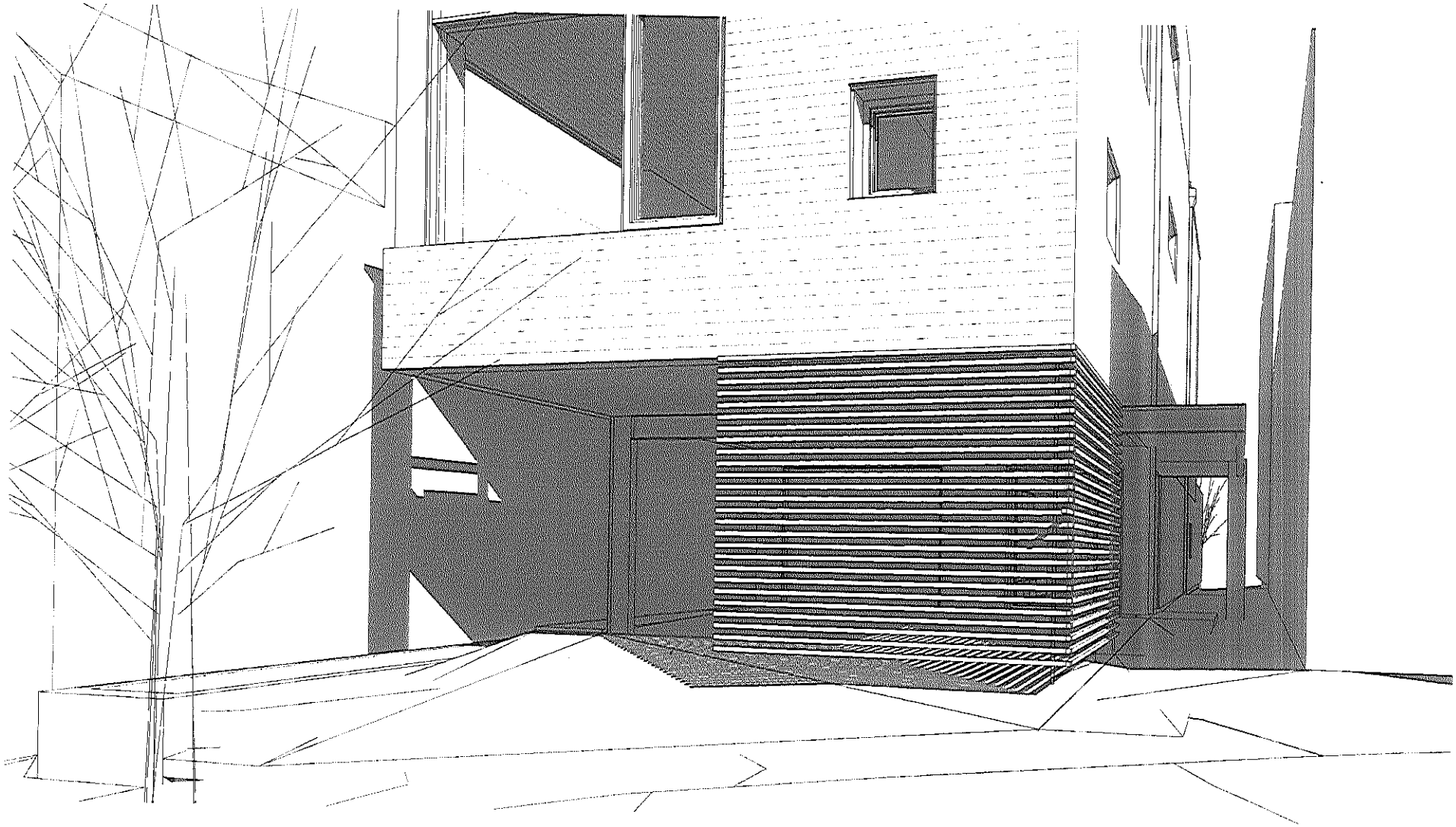
CURRENT ISSUE:
02/10/16 Permit

A9.6

G-OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101

Down Street
9/28/15



G-OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101

Entry View
9/28/15

GENERAL NOTES

1. THE FOLLOWING NOTES ARE INTENDED TO BE USED AS OUTLINED SPECIFICATIONS FOR THIS PROJECT. THE REFERENCED STANDARDS ARE CONSIDERED TO BE PART OF THE WORK.

2. STRUCTURAL DRAWINGS SHALL BE USED IN CONJUNCTION WITH ARCHITECTURAL AND SITE DRAWINGS. CONSULT THESE DRAWINGS FOR LOCATIONS AND DIMENSIONS OF OPENINGS, CHASES, INSERTS, REGLETS, SLEEVES, DEPRESSIONS, AND OTHER DETAILS NOT SHOWN ON STRUCTURAL DRAWINGS.

3. ALL DIMENSIONS AND CONDITIONS MUST BE VERIFIED IN THE FIELD. ANY DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE ARCHITECT BEFORE PROCEEDING WITH THE AFFECTED PART OF THE WORK.

4. THE STRUCTURE IS DESIGNED TO BE SELF SUPPORTING AND STABLE ONLY AFTER THE STRUCTURAL WORK CONTAINED IN THE STRUCTURAL DRAWINGS IS COMPLETED. IT IS THE CONTRACTOR'S SOLE RESPONSIBILITY TO DETERMINE ERECTION PROCEDURES AND SEQUENCE TO ENSURE THE SAFETY OF THE BUILDING AND ITS COMPONENTS DURING ERECTION. THIS INCLUDES THE ADDITION OF NECESSARY SHORING, SHEETING, TEMPORARY BRACING, GUYS OR TIEDOWNS. SUCH MATERIAL SHALL REMAIN THE PROPERTY OF THE CONTRACTOR AFTER COMPLETION OF THE PROJECT.

5. SECTIONS AND DETAILS SHOWN ON ANY STRUCTURAL DRAWINGS SHALL BE CONSIDERED TYPICAL FOR SIMILAR CONDITIONS AS DETERMINED BY THE ENGINEER.

6. ALL APPLICABLE FEDERAL, STATE, AND MUNICIPAL REGULATIONS SHALL BE FOLLOWED, INCLUDING THE FEDERAL DEPARTMENT OF LABOR OCCUPATIONAL SAFETY AND HEALTH ACT (OSHA).

DESIGN LOADS

1. BUILDING CODE: MAINE UNIFORM BUILDING AND ENERGY CODE, INTERNATIONAL RESIDENTIAL CODE, 2009 EDITION ASCE 7-05 MINIMUM DESIGN LOADS FOR BUILDINGS AND OTHER STRUCTURES.

2. DESIGN FLOOR LIVE LOADS:

UNINHABITABLE ATTICS W/ LIGHT STORAGE	20 PSF
SLEEPING ROOMS	30 PSF
ALL OTHER AREAS	40 PSF

3. TRUSS DESIGN DEAD LOADS:

TOP CHORD DEAD LOAD	10 PSF
BOTTOM CHORD DEAD LOAD	10 PSF

4. DESIGN ROOF SNOW LOAD:

GROUND SNOW LOAD (Pg):	60 PSF
SNOW EXPOSURE FACTOR (Ce):	1.0
SNOW LOAD IMPORTANCE FACTOR (Is):	1.0
SNOW LOAD THERMAL FACTOR (Ct):	1.1
FLAT ROOF SNOW LOAD (Pf):	46 PSF + DRIFT (SEE PLANS)

5. DESIGN WIND LOAD:

BASIC WIND SPEED:	100 MPH
WIND LOAD IMPORTANCE FACTOR (Iw):	1.0
WIND EXPOSURE:	B
INTERNAL PRESSURE COEFFICIENT:	±0.18
COMPONENTS & CLADDING LOADS PER ASCE 7-05	

FOUNDATION NOTES (SOIL SUPPORTED)

1. FOUNDATION DESIGN IS BASED ON SHALLOW SPREAD FOOTINGS BEARING ON SUITABLE UNDISTURBED NATIVE SOILS AND/OR NEW COMPACTED STRUCTURAL FILL EXTENDING TO UNDISTURBED NATIVE SOIL.

2. IT IS THE CONTACTOR'S SOLE RESPONSIBILITY TO VERIFY EXISTING SOIL CONDITIONS AND TO BRING ANY DISCREPANCIES TO THE ATTENTION OF THE ARCHITECT PRIOR TO COMMENCING PLACEMENT OF FOUNDATIONS.

3. PRESUMPTIVE BEARING CAPACITY OF 3000 PSF.

4. EXTEND BOTTOM OF EXTERIOR FOOTINGS AT LEAST 4.5 FEET BELOW THE FINAL EXTERIOR GRADE FOR PROTECTION AGAINST FROST.

5. ALL PAVEMENT, EXISTING FOUNDATIONS AND UNCONTROLLED GRANULAR FILL SHALL BE REMOVED FROM THE AREA OF THE PLANNED FOUNDATION TO AT LEAST 4 FEET BEYOND THE FOOTING LIMIT.

6. COMPACTED STRUCTURAL FILL SHALL BE USED TO BACKFILL TO THE DESIGN FOOTING SUBGRADE AND BENEATH ALL SLABS ON GRADE. STRUCTURAL FILL SHALL BE A CLEAN SAND-GRAVEL MIXTURE MEETING THE FOLLOWING GRADATION:

SCREEN OR SIEVE SIZE	PERCENT PASSING
6 INCH	100
3 INCH	90-100
1/4 INCH	25-90
NO. 40	0-30
NO. 200	0-5

7. STRUCTURAL FILL SHALL BE PLACED IN UNIFORM LIFTS NOT EXCEEDING 8 INCHES IN LOOSE THICKNESS AND SHALL BE COMPACTED TO 95 PERCENT OF MAXIMUM DRY DENSITY PER ASTM D1557, MODIFIED PROCTOR TEST. COMPACT ADJACENT TO FOUNDATION WALLS SUPPORTING UNBALANCED FILL (RETAINING WALLS) TO 94 TO 96 PERCENT OF MAXIMUM DRY DENSITY PER ASTM D1557. HAND OPERATED EQUIPMENT SHALL BE USED FOR COMPACTION WITHIN 8 FEET OF NEW FOUNDATION WALL.

8. NO BACKFILL SHALL BE PLACED AGAINST FOUNDATION WALLS RETAINING EARTH, UNLESS WALLS ARE ADEQUATELY BRACED TO PREVENT MOVEMENT OR STRUCTURAL DAMAGE.

9. PROVIDE PVC DRAINPIPE AROUND THE PERIMETER OF THE STRUCTURE. LOCATE AT THE BOTTOM OF THE FOUNDATION WALLS AND PROVIDE POSITIVE GRAVITY FLOW TO PROPERLY DESIGNED OUTLET. REFER TO SITE DRAWINGS FOR ADDITIONAL INFORMATION.

10. SOILS EXPOSED AT THE BASE OF ALL SATISFACTORY FOUNDATION EXCAVATIONS SHALL BE PROTECTED AGAINST ANY DETRIMENTAL CHANGE IN CONDITION, SUCH AS DISTURBANCE FROM RAIN OR FROST. SURFACE RUNOFF SHALL BE DRAINED AWAY FROM THE EXCAVATIONS SHALL BE ADEQUATELY PROTECTED FROM RAINFALL OR FREEZING CONDITIONS. GROUNDWATER SHALL BE ANTICIPATED FOR EXCAVATIONS AND APPROPRIATE DEWATERING MEASURES SHALL BE EMPLOYED.

11. SLOPE FOOTING EXCAVATIONS AS REQUIRED FOR STABILITY AND SAFETY IN ACCORDANCE WITH OSHA REQUIREMENTS. PROVIDE SHEETING OR SHORING IN ACCORDANCE WITH OSHA GUIDELINES. BRACED EXCAVATIONS SHALL BE DESIGNED BY A PROFESSIONAL ENGINEER REGISTERED IN THE STATE OF MAINE.

CONCRETE NOTES

1. CONCRETE WORK SHALL CONFORM TO "BUILDING CODE REQUIREMENTS FOR REINFORCED CONCRETE (ACI 318 LATEST)," AND "SPECIFICATIONS FOR STRUCTURAL CONCRETE (ACI 301-LATEST)". THESE PUBLICATIONS ARE AVAILABLE THROUGH THE AMERICAN CONCRETE INSTITUTE (248) 848-3800.

2. GENERAL CONTRACTOR, CONSTRUCTION MANAGER AND/OR OWNER'S CLERK OF THE WORKS SHALL HAVE AVAILABLE ON SITE AT ALL TIMES A COPY OF ACI "FIELD REFERENCE MANUAL SP-15 (LATEST)". THIS PUBLICATION IS AVAILABLE THROUGH THE AMERICAN CONCRETE INSTITUTE (248) 848-3800.

3. CONCRETE SHALL BE CONTROLLED CONCRETE, PROPORTIONED, MIXED, AND PLACED IN ACCORDANCE WITH THE PROVISIONS SET FORTH IN ACI 318-LATEST.

4. CONCRETE MIX DESIGN:

FOOTINGS AND FOUNDATION WALLS:
- A. STRENGTH: 3000 PSI @ 28 DAYS
- B. AGGREGATE: 3/4"
- C. W/C RATIO: 0.55 MAX
- D. ENTRAINED AIR: 5% TO 7%
- E. SLUMP: 4" MAX

EXTERIOR SLABS ON GRADE:
- A. STRENGTH: 4500 PSI @ 28 DAYS
- B. AGGREGATE: 3/4"
- C. W/C RATIO: 0.45 MAX
- D. ENTRAINED AIR: 5% TO 7%
- E. SLUMP: 4" MAX

INTERIOR SLABS ON GRADE:
- A. STRENGTH: 3000 PSI @ 28 DAYS
- B. AGGREGATE: 3/4"
- C. W/C RATIO: 0.55 MAX
- D. ENTRAPPED AIR ONLY (NO ENTRAINMENT)
- E. SLUMP: 4" MAX

NOTE:
- A. ADD AIR ENTRAINING ADMIXTURE AT MANUFACTURER'S PRESCRIBED RATE TO RESULT IN CONCRETE AT POINT OF PLACEMENT HAVING THE ABOVE NOTED AIR CONTENT.
- B. ADDITIONAL SLUMP MAY BE ACHIEVED BY THE ADDITION OF A MIDRANGE OR HIGH RANGE WATER REDUCING ADMIXTURE. MAXIMUM SLUMP AFTER ADDITION OF ADMIXTURE SHALL BE 6 INCHES AND 8 INCHES RESPECTIVELY.

5. ADJUSTMENT TO CONCRETE MIXES: MIX ADJUSTMENTS MAY BE REQUESTED BY THE CONTRACTOR, WHEN CHARACTERISTICS OF THE MATERIALS, JOB CONDITIONS, WEATHER OR OTHER CIRCUMSTANCES WARRANT, AT NO ADDITIONAL COST TO THE OWNER AS ACCEPTED BY THE ARCHITECT. LABORATORY TEST DATA FOR THE REVISED MIX DESIGN AND STRENGTH DATA MUST BE SUBMITTED AND ACCEPTED BY THE ARCHITECT BEFORE INCORPORATING INTO THE WORK.

NOTE:
- A. WATER MAY BE ADDED AT THE PROJECT ONLY IF THE MAXIMUM SPECIFIED WATER-CEMENT RATIO AND SLUMP ARE NOT EXCEEDED. CONTRACTOR SHALL HAVE BATCH TICKET INDICATING WATER AND CEMENT MIXED IN THE PLANT, AND SHALL RECORD THE WATER ADDED AS EVIDENCE THAT THE WATER-CEMENT RATIO HAS NOT BEEN EXCEEDED.
- B. ADDITIONAL DOSES OF SUPER PLASTICIZER SHOULD BE USED WHEN DELAYS OCCUR AND REQUIRED SLUMP HAS NOT BEEN MAINTAINED. A MAXIMUM OF TWO ADDITIONAL DOSAGES ARE PERMITTED PER ACI 212.3R RECOMMENDATIONS.

6. CONCRETE MIXING:
- A. JOB-SITE MIXING OF CONCRETE WILL NOT BE PERMITTED.
- B. READY-MIX CONCRETE MUST COMPLY WITH THE REQUIREMENTS OF ASTM C94, AND AS SPECIFIED HEREIN. PROVIDE BATCH TICKET FOR EACH BATCH DISCHARGED AND USED IN WORK, INDICATING PROJECT NAME, MIX TYPE, MIX TIME, BATCH QUANTITY, AND PROPORTIONS OF INGREDIENTS.

7. CONCRETE SHALL NOT BE PLACED IN WATER OR ON FROZEN GROUND.

8. PROVIDE PVC SLEEVES WHERE PIPES PASS THROUGH EXTERIOR CONCRETE OR SLABS CAST ON GRADE. ADJACENT SLEEVES SHALL BE SPACED A MINIMUM OF THREE DIAMETERS APART. NO PENETRATIONS SHALL BE MADE THROUGH FOOTINGS WITHOUT WRITTEN PERMISSION FROM ENGINEER.

9. REINFORCING BARS SHALL CONFORM TO ASTM A615 GRADE 60 DEFORMED BARS AND SHALL BE DETAILED, FABRICATED AND PLACED IN ACCORDANCE WITH ACI 315, LATEST EDITION.

10. WELDED WIRE FABRIC SHALL CONFORM TO ASTM A185 AND SHALL BE PROVIDED IN FLAT SHEETS. LAP TWO SQUARES AT ALL JOINTS AND TIE AT 3'-0" ON CENTER.

11. FIBER REINFORCEMENT SHALL BE TYPE II SYNTHETIC VIRGIN HOMOPOLYMER POLYPROPYLENE FIBERS CONFORMING TO ASTM C1116.

12. COMPLETE SHOP DRAWINGS AND SCHEDULES OF ALL REINFORCING STEEL SHALL BE PREPARED BY THE CONTRACTOR AND SUBMITTED TO THE STRUCTURAL ENGINEER FOR REVIEW. PROVIDE AND SCHEDULE ON THE SHOP DRAWINGS ALL NECESSARY ACCESSORIES TO HOLD REINFORCEMENT SECURELY IN POSITION. MINIMUM REQUIREMENTS SHALL BE: HIGH CHAIRS AT 4'-0" O.C. WITH CONTINUOUS # 5 SUPPORT BARS; SLAB BOLSTERS, CONTINUOUS AND 3'-6" O.C.; BEAM BOLSTERS AT 5'-0" O.C.

13. MINIMUM CONCRETE PROTECTIVE COVERING FOR REINFORCEMENT, UNLESS NOTED OTHERWISE, SHALL BE AS FOLLOWS:
- A. SURFACES CAST AGAINST AND PERMANENTLY IN CONTACT WITH EARTH, 3.0
- B. FORMED SURFACES IN CONTACT WITH EARTH OF EXPOSED TO WEATHER
  - #5 BARS, 5/8" DIAMETER WIRE, AND SMALLER, 1.5
  - #6 THROUGH #11 BARS, 2.0
- C. SURFACES NOT IN CONTACT WITH EARTH OR EXPOSED TO WEATHER WALLS, SLABS, JOISTS #11 AND SMALLER, 1.0

14. REINFORCEMENT SHALL BE CONTINUOUS AROUND CORNERS AND AT INTERSECTIONS. PROVIDE LAPPED BARS AT NECESSARY SPLICES OR HOOKED BARS AT DISCONTINUOUS ENDS. SEE SCHEDULE S2.1 FOR REQUIRED REBAR LAP SPLICE LENGTHS.

15. WELDING OF REINFORCEMENT IS NOT PERMITTED.

16. FOR ALL OPENINGS IN CONCRETE WALLS AND SLABS, PROVIDE SUPPLEMENTAL REINFORCING AROUND OPENING AS SHOWN ON THE CONTRACT DOCUMENTS TYPICAL DETAILS.

17. PROVIDE A MIN. 15 MIL. POLYOLEFIN GEOMEMBRANE TYPE VAPOR BARRIER UNDER INTERIOR SLABS CAST ON GRADE. SEE TYPICAL DETAILS FOR SPECIFIC UNDERSLAB PREPARATION REQUIREMENTS.

18. CONTRACTION/CONTROL JOINTS SHOWN ON DRAWINGS ARE MANDATORY. OMISSIONS, ADDITIONS, OR CHANGES SHALL NOT BE MADE EXCEPT WITH THE SUBMITTAL OF A WRITTEN REQUEST TOGETHER WITH DRAWINGS OF THE PROPOSED JOINT LOCATIONS FOR APPROVAL BY THE STRUCTURAL ENGINEER.

19. WHERE CONTROL JOINTS ARE NOT SHOWN, OR WHEN ALTERNATE LOCATIONS ARE PROPOSED, DRAWINGS SHOWING LOCATIONS(S) OF CONTRACTION AND CONTROL JOINTS AND CONCRETE PLACING SEQUENCE SHALL BE SUBMITTED TO THE STRUCTURAL ENGINEER FOR APPROVAL PRIOR O PREPARATION OF THE REINFORCEMENT SHOP DRAWINGS.

20. SPACING OF CONSTRUCTION OR CONTRACTION JOINTS, UNLESS NOTED OTHERWISE SHALL BE AS FOLLOWS:

A. FOOTINGS AND WALLS	MAX LENGTH 40'-0" NOR 15'-0" FROM ANY CORNER**
B. SLABS ON GRADE	MAX LENGTH 30'0 ** MAX AREA 900SF** PLACED IN ALTERNATE PANELS

** EXCEED ONLY WHERE INTERMEDIATE CONTRACTION JOINTS ARE PROVIDED. MINIMUM
OF 72 HOURS SHALL ELAPSE BETWEEN ADJACENT CONCRETE PLACEMENTS.

21. CONCRETE SHALL BE PLACED WITHOUT HORIZONTAL CONSTRUCTIONS JOINTS EXCEPT WHERE SHOWN OR NOTED. VERTICAL CONSTRUCTION JOINTS AND STOPS IN CONCRETE WORK SHALL BE MADE AT MIDSPAN OR AT POINTS OF MINIMUM SHEAR.

22. ANCHOR RODS SHALL BE 5/8" DIAMETER HEADED RODS CONFORMING TO ASTM A 307, GRADE 36 KSI WELDABLE STEEL, UNLESS NOTED OTHERWISE ON THE DRAWINGS. ANCHOR RODS THAT ARE TO BE IN CONTACT WITH PRESSURE TREATED LUMBER SHALL BE HOT-DIPPED GALVANIZED.

23. ALL GROUT BENEATH BASE PLATES & BEARING PLATES SHALL BE "5-STAR" 5000 PSI NON-SHRINK GROUT BY U.S. GROUT CORP., OR APPROVED EQUAL.

24. INSTALLATION OF REINFORCEMENT SHALL BE COMPLETE AT LEAST 24 HOURS PRIOR TO THE SCHEDULED CONCRETE PLACEMENT. NOTIFY ARCHITECT AND STRUCTURAL ENGINEER OF COMPLETION AT LEAST 24 HOURS PRIOR TO THE SCHEDULED COMPLETION OF THE INSTALLATION OF REINFORCEMENT.

STRUCTURAL STEEL NOTES

1. STRUCTURAL STEEL FABRICATION, ERECTION, AND CONNECTION DESIGN SHALL CONFORM TO AISC SPECIFICATION FOR THE DESIGN FABRICATIONS, AND ERECTION OF STRUCTURAL STEEL 13TH EDITION, AND THE CODE OF STANDARD PRACTICE, LATEST EDITION.

2. STRUCTURAL STEEL: STEEL PLATES, SHAPES, AND BARS, SHALL CONFORM TO ASTM A36 UNLESS NOTED OTHER WISE (U.N.O.). STRUCTURAL STEEL SHAPES DESIGNATED ON THE DRAWINGS FOR WIDE-FLANGE SECTIONS: ASTM A992 (ASTM A572 GRADE 50 WITH SPECIAL REQUIREMENTS PER AISC TECHNICAL BULLETIN #3 DATED MARCH, 1997)

3. STRUCTURAL TUBING: CONFORM TO ASTM A500 GRADE B, 46 KSI.

4. FIELD CONNECTIONS SHALL BE BOLTED USING 3/4" DIAMETER ASTM A325N HIGH STRENGTH BOLTS (U.N.O.) EXCEPT WHERE SLIP CRITICAL CONNECTIONS ARE REQUIRED AS NOTED BY A325 (SC) ON THE DRAWINGS.

5. WHERE WELDING IS INDICATED, ALL WELDING SHALL CONFORM TO AWS D1.1-LATEST EDITION. ELECTRODES SHALL CONFORM TO AWS A5.1 E70XX SERIES WITH PROPER ROD TO PRODUCE OPTIMUM WELD (LOW HYDROGEN)

6. DESIGN AND DETAIL ALL CONNECTIONS ACCORDING TO AISC STANDARD CONNECTION TABLES. DESIGN STANDARD BEAM CONNECTIONS FOR THE MAXIMUM LOAD CAPACITY OF THE MEMBER. BRACING CONNECTIONS HAVE BEEN DETAILED ON THE DRAWINGS.

7. ALL STEEL SHALL BE FABRICATED AND SHIPPED WITH FABRICATOR'S RUST-INHIBITIVE PRIMER, EXCEPT STEEL PERMANENTLY EXPOSED TO WEATHER. ALL STEEL EXPOSED TO WEATHER SHALL BE PAINTED WITH THE FABRICATOR'S RUST INHIBITIVE PRIMER, TNEMEC 10-99 OR EQUAL AND TOP COATED WITH TNEMEC SERIES 2 GLOSS ENAMEL, COORDINATE COLOR WITH ARCHITECT.

8. SEE CONCRETE NOTES AND DRAWINGS FOR ANCHOR BOLT INFORMATION, TYP.

9. COAT ALL COLUMNS, BASEPLATES, AND BRACE ELEMENTS ENCASED IN CONCRETE OR BELOW GRADE WITH BITUMINOUS MASTIC ON TNEMEC H.B. TNEMECOL (46-465) COAT TAR PAINT.

10. PROVIDE 3/8" MINIMUM STIFFENER PLATES EACH SIDE OF BEAM WEB AT BEAMS FRAMING OVER COLUMNS AND AT COLUMNS OVER BEAMS.

11. PROVIDE 1/4" THICK LEVELING PLATE AND 3/4 ± OF NON-SHRINK GROUT UNDER ALL COLUMN BASE PLATES UNLESS OTHERWISE NOTED. LEVELING PLATES SHALL BE SET AND GROUTED PRIOR TO ERECTING COLUMNS.

12. PROVIDE ALL ANGLES, PLATES, ANCHORS, BOLTS, ETC., SHOWN ON ARCHITECTURAL DRAWINGS.

WOOD TRUSS NOTES

1. TRUSSES SHALL BE DESIGNED, FABRICATED, ERECTED, AND BRACED IN ACCORDANCE WITH WTCA/TPI BCSI 1-03 BOOKLET (SUPERCEDING HIB-91) AS NOTED IN THE NOTES AND SPECIFICATIONS AND ALL OTHER APPLICABLE CODES.

2. ERECTION AND TEMPORARY BRACING SHALL CONFORM TO WTCA/TPI BCSI 1-03, LATEST EDITION.

3. SEE FRAMING PLAN(S) FOR TRUSS ORIENTATION AND LOCATIONS

4. SEE PLANS AND BUILDING SECTIONS FOR TRUSS PROFILES, BEARING CONDITIONS, AND SPECIAL LOADING CONDITIONS.

5. PERMANENT CONTINUOUS LATERAL BRACING, INDICATED BY THE TRUSS DESIGNER, WILL BE REVIEWED DURING THE SHOP DRAWING PHASE. DIAGONAL STRUTS AND CONNECTIONS INDICATED ON THIS SHOP DRAWING SHALL BE APPLIED UNLESS NOTED IN WRITING BY THE STRUCTURAL ENGINEER OF RECORD.

6. TRUSS DESIGNER SHALL DESIGN TRUSS TO MINIMIZE CONTINUOUS LATERAL BRACING REQUIRED TO BE INSTALLED IN THE FIELD.

7. TRUSS DESIGNER SHALL PROVIDE ALL CONNECTION DESIGN FOR TRUSS TO TRUSS CONNECTIONS.

8. TRUSS MANUFACTURER SHALL SUBMIT A TRUSS PLACEMENT DRAWING INDICATING THE FOLLOWING.
- A.SLOPE
- B.SPAN
- C.SPACING
- D.TRUSS NUMBER THAT CORRESPONDS TO TRUSS DESIGN DRAWING.
- E.LOCATION OF PERMANENT LATERAL BRACING. LOCATION OF BRACING SHALL BE INDICATED ON THE TRUSSES BY EITHER A TAG OR A PAINT MARK.

10. SUBMIT TRUSS DESIGN DRAWINGS/CALCULATIONS STAMPED BY A PROFESSIONAL ENGINEER LICENSED IN THE STATE OF MAINE.

11. TRUSS DESIGN DRAWINGS SHALL INCLUDE THE FOLLOWING:
- A.SLOPE, SPAN, AND SPACING
- B.LOCATIONS OF ALL JOINTS
- C.REQUIRED BEARING WIDTHS
- D.CHORD AND WEB MEMBER SIZE, GRADE, AND SPECIES
- E.CALCULATED HORIZONTAL DEFLECTION AND VERTICAL DEFLECTION
- F.MAXIMUM AXIAL AND COMPRESSION FORCES IN EA. MEMBER OF THE TRUSS
- G.REQUIRED PERMANENT TRUSS BEARING LOCATIONS

12. CONTRACTOR SHALL CONSULT WITH THE TRUSS MANUFACTURER ON THE RECOMMENDED PROCEDURES FOR STORAGE AND ERECTION OF THE TRUSSES.

13. CONTRACTOR SHALL NOTIFY STRUCTURAL ENGINEER OF RECORD 48 HOURS IN ADVANCE OF COMPLETION OF THE TRUSS INSTALLATION AND PERMANENT BRACING COMPLETION SO THAT AN INSPECTION CAN BE SCHEDULED, ENCLOSING THE ATTIC SPACE OR INSULATING THE TRUSSES SHALL NOT PROCEED WITHOUT WRITTEN OR VERBAL APPROVAL OF THE BRACING BY THE STRUCTURAL ENGINEER OF RECORD.

TIMBER NOTES

1. ALL TIMBER FRAMING SHALL BE IN ACCORDANCE WITH THE AITC TIMBER CONSTRUCTION MANUAL-LATEST EDITION, AND THE AF & PA NATIONAL DESIGN SPECIFICATION FOR WOOD CONSTRUCTION (NDS) LATEST EDITION.

2. INDIVIDUAL TIMBER FRAMING MEMBERS SHALL BE VISUALLY GRADED. MINIMUM GRADE NO1/NO2 SPRUCE-PINE-FIR KILN DRIED TO 19% MAXIMUM MOISTURE CONTENT UNLESS OTHERWISE INDICATED ON THE DRAWINGS.

3. ENGINEERED WOOD PRODUCTS SHALL BE AS SPECIFIED ON THE DRAWINGS. REFER TO MANUFACTURER'S LITERATURE FOR PROPER HANDLING AND INSTALLATION GUIDELINES. MANUFACTURER AND PRODUCT SHALL BE:

TRUS-JOIST:	I-JOIST (TJI), PARALLAM (PSL), MICROLAM (LVL), TIMBERSTRAND (LSL)
BOISE:	I-JOIST (BCI), VERSALAM (LVL)

4. SUBSTITUTIONS OF ENGINEERED WOOD MATERIALS OTHER THAN THOSE SPECIFIED WILL BE PERMITTED ONLY WITH WRITTEN CERTIFICATION FROM THE MANUFACTURER THAT SUBSTITUTED ITEMS MEETS OR EXCEED ALL PROPERTIES OF SPECIFIED PRODUCT, INCLUDING ENGINEERING AND DURABILITY CHARACTERISTICS. SUBSTITUTIONS ARE SUBJECT TO APPROVAL BY THE ARCHITECT AND ENGINEER.

5. PRESSURE TREATED LUMBER SHALL BE USED FOR SILL MEMBERS, EXTERIOR EXPOSURE, OR WHERE SHOWN ON THE DRAWINGS. TIMBER SHALL BE SOUTHERN YELLOW PINE TREATED WITH CCA OR ACQ TO 0.4 #/CF IN ACCORDANCE WITH AWPA C-18. ACZA IS STRICTLY PROHIBITED.

6. ALL ROOF AND WALL SHEATHING SHALL BE APA PERFORMANCE-RATED. PROVIDE 5/8" THICK CD-X ROOF SHEATHING AND 1/2" THICK WALL SHEATHING (U.N.O.) SEE SHEARWALL SCHEDULE FOR NAILING REQUIREMENTS EXCLUSIVE TO SHEARWALLS. SHEATHING SHALL BE NAILED TO THE FRAMING AS FOLLOWS, U.N.O.:

TYPICAL PANEL FASTENING (U.N.O.)
- A.ROOFS: 8d NAILS AT 6" O.C. AT SUPPORTED PANEL EDGES AND 12" O.C. AT INTERMEDIATE SUPPORTS.
- B.WALLS: 8d NAILS AT 6" O.C. AT SUPPORTED PANEL EDGES AND 12" O.C. AT INTERMEDIATE SUPPORTS.

7. FLOOR SHEATHING SHALL BE 3/4", APA RATED TONGUE AND GROOVE PANELS. GLUE AND NAIL TO FLOOR FRAMING WITH 8d RING SHANK NAILS AT 6" O.C. AT SUPPORTED PANEL EDGES AND 12" O.C. AT INTERMEDIATE SUPPORTS.

8. ALL BUILT-UP BEAMS AND COLUMNS SHALL BE NAILED AS FOLLOWS (FASTENING IN EACH PLY):

UNIFORMLY LOADED BEAMS:
BEAM DEPTH <16" - 2 ROWS OF 16d NAILS AT 12" O.C., STAGGERED
BEAM DEPTH >=16" - 3 ROWS OF 16d NAILS AT 12" O.C. STAGGERED
NOTE: SIDE LOADED BEAMS REQUIRE ADDITIONAL FASTENING. SEE DETAILS.

COLUMNS:
2-10d NAILS AT 6" O.C.

9. FASTENING NOT SPECIFIED SHALL CONFORM WITH IBC (2009) TABLE 2304.9.1. NAIL FASTENERS SHALL MEET THE REQUIREMENTS OF ASTM F1667. UNLESS NOTED OTHERWISE, NAILS REFERENCED ON DRAWINGS ARE TO BE COMMON NAILS WITH DIMENSIONS AS FOLLOWS.

6d: 2" LONG BY 0.113" DIAMETER SHANK WITH 0.266" DIAMETER HEAD			
8d: 2 1/2" LONG BY 0.131" DIAMETER SHANK WITH 0.281" DIAMETER HEAD			
10d: 3" LONG BY 0.148" DIAMETER SHANK WITH 0.312" DIAMETER HEAD			
12d: 3 1/4" LONG BY 0.148" DIAMETER SHANK WITH 0.312" DIAMETER HEAD			
16d: 3 1/2" LONG BY 0.162" DIAMETER SHANK WITH 0.344" DIAMETER HEAD			
20d: 4" LONG BY 0.192" DIAMETER SHANK WITH 0.406" DIAMETER HEAD			
30d: 4 1/2" LONG BY 0.207" DIAMETER SHANK WITH 0.438" DIAMETER HEAD			

10. ALL TIMBER CONNECTION HARDWARE (JOIST HANGERS, POST BASES, SHEARWALL HOLDOWNS, ETC) SHALL BE AS INDICATED ON THE DRAWINGS AND MANUFACTURED BY SIMPSON STRONG-TIE. ALL CONNECTION HARDWARE SHALL BE HOT-DIPPED GALVANIZED G-90 (U.N.O.). CONNECTION HARDWARE USED IN CONTACT WITH PRESERVATIVE TREATMENT SHALL BE GALVANIZED G185 (ZMAX) USE FASTENERS AND HANGERS OF SAME MATERIAL & COATING. REFER TO MANUFACTURER'S LITERATURE FOR PROPER HANDLING AND INSTALLATION GUIDELINES.

11. FASTENERS USED IN CONTACT WITH PT LUMBER SHALL BE HOT DIPPED GALVANIZED (ASTM A153), STAINLESS STEEL, OR OTHER FINISH AS APPROVED BY THE ENGINEER.

Plan 27

G·OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101
Project Number

Structural Notes and Details

REVISIONS:
DATE & DESCRIPTION:

PAST ISSUES:
DATE & DESCRIPTION:

LICENSED ARCHITECT
MATTHEW O'MALIA
No. 3571
STATE OF MAINE

CURRENT ISSUE:
02/10/16 Permit

S1.0

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2. STRUCTURAL DRAWINGS SHALL BE USED IN CONJUNCTION WITH ARCHITECTURAL AND SITE DRAWINGS. CONSULT THESE DRAWINGS FOR LOCATIONS AND DIMENSIONS OF OPENINGS, CHASES, INSERTS, REGLETS, SLEEVES, DEPRESSIONS, AND OTHER DETAILS NOT SHOWN ON STRUCTURAL DRAWINGS.

3. ALL DIMENSIONS AND CONDITIONS MUST BE VERIFIED IN THE FIELD. ANY DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE ARCHITECT BEFORE PROCEEDING WITH THE AFFECTED PART OF THE WORK.

4. THE STRUCTURE IS DESIGNED TO BE SELF SUPPORTING AND STABLE ONLY AFTER THE STRUCTURAL WORK CONTAINED IN THE STRUCTURAL DRAWINGS IS COMPLETED. IT IS THE CONTRACTOR'S SOLE RESPONSIBILITY TO DETERMINE ERECTION PROCEDURES AND SEQUENCE TO ENSURE THE SAFETY OF THE BUILDING AND ITS COMPONENTS DURING ERECTION. THIS INCLUDES THE ADDITION OF NECESSARY SHORING, SHEETING, TEMPORARY BRACING, GUYS OR TIEDOWNS. SUCH MATERIAL SHALL REMAIN THE PROPERTY OF THE CONTRACTOR AFTER COMPLETION OF THE PROJECT.

5. SECTIONS AND DETAILS SHOWN ON ANY STRUCTURAL DRAWINGS SHALL BE CONSIDERED TYPICAL FOR SIMILAR CONDITIONS AS DETERMINED BY THE ENGINEER.

6. ALL APPLICABLE FEDERAL, STATE, AND MUNICIPAL REGULATIONS SHALL BE FOLLOWED, INCLUDING THE FEDERAL DEPARTMENT OF LABOR OCCUPATIONAL SAFETY AND HEALTH ACT (OSHA).

DESIGN LOADS

1. BUILDING CODE: MAINE UNIFORM BUILDING AND ENERGY CODE, INTERNATIONAL RESIDENTIAL CODE, 2009 EDITION ASCE 7-05 MINIMUM DESIGN LOADS FOR BUILDINGS AND OTHER STRUCTURES.

2. DESIGN FLOOR LIVE LOADS:

UNINHABITABLE ATTICS W/ LIGHT STORAGE	20 PSF
SLEEPING ROOMS	30 PSF
ALL OTHER AREAS	40 PSF

3. TRUSS DESIGN DEAD LOADS:

TOP CHORD DEAD LOAD	10 PSF
BOTTOM CHORD DEAD LOAD	10 PSF

4. DESIGN ROOF SNOW LOAD:

GROUND SNOW LOAD (Pg):	60 PSF
SNOW EXPOSURE FACTOR (Ce):	1.0
SNOW LOAD IMPORTANCE FACTOR (Is):	1.0
SNOW LOAD THERMAL FACTOR (Ct):	1.1
FLAT ROOF SNOW LOAD (Pf):	46 PSF + DRIFT (SEE PLANS)

5. DESIGN WIND LOAD:

BASIC WIND SPEED:	100 MPH
WIND LOAD IMPORTANCE FACTOR (Iw):	1.0
WIND EXPOSURE:	B
INTERNAL PRESSURE COEFFICIENT:	±0.18
COMPONENTS & CLADDING LOADS PER ASCE 7-05	

FOUNDATION NOTES (SOIL SUPPORTED)

1. FOUNDATION DESIGN IS BASED ON SHALLOW SPREAD FOOTINGS BEARING ON SUITABLE UNDISTURBED NATIVE SOILS AND/OR NEW COMPACTED STRUCTURAL FILL EXTENDING TO UNDISTURBED NATIVE SOIL.

2. IT IS THE CONTACTOR'S SOLE RESPONSIBILITY TO VERIFY EXISTING SOIL CONDITIONS AND TO BRING ANY DISCREPANCIES TO THE ATTENTION OF THE ARCHITECT PRIOR TO COMMENCING PLACEMENT OF FOUNDATIONS.

3. PRESUMPTIVE BEARING CAPACITY OF 3000 PSF.

4. EXTEND BOTTOM OF EXTERIOR FOOTINGS AT LEAST 4.5 FEET BELOW THE FINAL EXTERIOR GRADE FOR PROTECTION AGAINST FROST.

5. ALL PAVEMENT, EXISTING FOUNDATIONS AND UNCONTROLLED GRANULAR FILL SHALL BE REMOVED FROM THE AREA OF THE PLANNED FOUNDATION TO AT LEAST 4 FEET BEYOND THE FOOTING LIMIT.

6. COMPACTED STRUCTURAL FILL SHALL BE USED TO BACKFILL TO THE DESIGN FOOTING SUBGRADE AND BENEATH ALL SLABS ON GRADE. STRUCTURAL FILL SHALL BE A CLEAN SAND-GRAVEL MIXTURE MEETING THE FOLLOWING GRADATION:

SCREEN OR SIEVE SIZE	PERCENT PASSING
6 INCH	100
3 INCH	90-100
1/4 INCH	25-90
NO. 40	0-30
NO. 200	0-5

7. STRUCTURAL FILL SHALL BE PLACED IN UNIFORM LIFTS NOT EXCEEDING 8 INCHES IN LOOSE THICKNESS AND SHALL BE COMPACTED TO 95 PERCENT OF MAXIMUM DRY DENSITY PER ASTM D1557, MODIFIED PROCTOR TEST. COMPACT ADJACENT TO FOUNDATION WALLS SUPPORTING UNBALANCED FILL (RETAINING WALLS) TO 94 TO 96 PERCENT OF MAXIMUM DRY DENSITY PER ASTM D1557. HAND OPERATED EQUIPMENT SHALL BE USED FOR COMPACTION WITHIN 8 FEET OF NEW FOUNDATION WALL.

8. NO BACKFILL SHALL BE PLACED AGAINST FOUNDATION WALLS RETAINING EARTH, UNLESS WALLS ARE ADEQUATELY BRACED TO PREVENT MOVEMENT OR STRUCTURAL DAMAGE.

9. PROVIDE PVC DRAINPIPE AROUND THE PERIMETER OF THE STRUCTURE. LOCATE AT THE BOTTOM OF THE FOUNDATION WALLS AND PROVIDE POSITIVE GRAVITY FLOW TO PROPERLY DESIGNED OUTLET. REFER TO SITE DRAWINGS FOR ADDITIONAL INFORMATION.

10. SOILS EXPOSED AT THE BASE OF ALL SATISFACTORY FOUNDATION EXCAVATIONS SHALL BE PROTECTED AGAINST ANY DETRIMENTAL CHANGE IN CONDITION, SUCH AS DISTURBANCE FROM RAIN OR FROST. SURFACE RUNOFF SHALL BE DRAINED AWAY FROM THE EXCAVATIONS SHALL BE ADEQUATELY PROTECTED FROM RAINFALL OR FREEZING CONDITIONS. GROUNDWATER SHALL BE ANTICIPATED FOR EXCAVATIONS AND APPROPRIATE DEWATERING MEASURES SHALL BE EMPLOYED.

11. SLOPE FOOTING EXCAVATIONS AS REQUIRED FOR STABILITY AND SAFETY IN ACCORDANCE WITH OSHA REQUIREMENTS. PROVIDE SHEETING OR SHORING IN ACCORDANCE WITH OSHA GUIDELINES. BRACED EXCAVATIONS SHALL BE DESIGNED BY A PROFESSIONAL ENGINEER REGISTERED IN THE STATE OF MAINE.

CONCRETE NOTES

1. CONCRETE WORK SHALL CONFORM TO "BUILDING CODE REQUIREMENTS FOR REINFORCED CONCRETE (ACI 318 LATEST)," AND "SPECIFICATIONS FOR STRUCTURAL CONCRETE (ACI 301-LATEST)". THESE PUBLICATIONS ARE AVAILABLE THROUGH THE AMERICAN CONCRETE INSTITUTE (248) 848-3800.

2. GENERAL CONTRACTOR, CONSTRUCTION MANAGER AND/OR OWNER'S CLERK OF THE WORKS SHALL HAVE AVAILABLE ON SITE AT ALL TIMES A COPY OF ACI "FIELD REFERENCE MANUAL SP-15 (LATEST)". THIS PUBLICATION IS AVAILABLE THROUGH THE AMERICAN CONCRETE INSTITUTE (248) 848-3800.

3. CONCRETE SHALL BE CONTROLLED CONCRETE, PROPORTIONED, MIXED, AND PLACED IN ACCORDANCE WITH THE PROVISIONS SET FORTH IN ACI 318-LATEST.

4. CONCRETE MIX DESIGN:

FOOTINGS AND FOUNDATION WALLS:
- A. STRENGTH: 3000 PSI @ 28 DAYS
- B. AGGREGATE: 3/4"
- C. W/C RATIO: 0.55 MAX
- D. ENTRAINED AIR: 5% TO 7%
- E. SLUMP: 4" MAX

EXTERIOR SLABS ON GRADE:
- A. STRENGTH: 4500 PSI @ 28 DAYS
- B. AGGREGATE: 3/4"
- C. W/C RATIO: 0.45 MAX
- D. ENTRAINED AIR: 5% TO 7%
- E. SLUMP: 4" MAX

INTERIOR SLABS ON GRADE:
- A. STRENGTH: 3000 PSI @ 28 DAYS
- B. AGGREGATE: 3/4"
- C. W/C RATIO: 0.55 MAX
- D. ENTRAPPED AIR ONLY (NO ENTRAINMENT)
- E. SLUMP: 4" MAX

NOTE:
- A. ADD AIR ENTRAINING ADMIXTURE AT MANUFACTURER'S PRESCRIBED RATE TO RESULT IN CONCRETE AT POINT OF PLACEMENT HAVING THE ABOVE NOTED AIR CONTENT.
- B. ADDITIONAL SLUMP MAY BE ACHIEVED BY THE ADDITION OF A MIDRANGE OR HIGH RANGE WATER REDUCING ADMIXTURE. MAXIMUM SLUMP AFTER ADDITION OF ADMIXTURE SHALL BE 6 INCHES AND 8 INCHES RESPECTIVELY.

5. ADJUSTMENT TO CONCRETE MIXES: MIX ADJUSTMENTS MAY BE REQUESTED BY THE CONTRACTOR, WHEN CHARACTERISTICS OF THE MATERIALS, JOB CONDITIONS, WEATHER OR OTHER CIRCUMSTANCES WARRANT, AT NO ADDITIONAL COST TO THE OWNER AS ACCEPTED BY THE ARCHITECT. LABORATORY TEST DATA FOR THE REVISED MIX DESIGN AND STRENGTH DATA MUST BE SUBMITTED AND ACCEPTED BY THE ARCHITECT BEFORE INCORPORATING INTO THE WORK.

NOTE:
- A. WATER MAY BE ADDED AT THE PROJECT ONLY IF THE MAXIMUM SPECIFIED WATER-CEMENT RATIO AND SLUMP ARE NOT EXCEEDED. CONTRACTOR SHALL HAVE BATCH TICKET INDICATING WATER AND CEMENT MIXED IN THE PLANT, AND SHALL RECORD THE WATER ADDED AS EVIDENCE THAT THE WATER-CEMENT RATIO HAS NOT BEEN EXCEEDED.
- B. ADDITIONAL DOSES OF SUPER PLASTICIZER SHOULD BE USED WHEN DELAYS OCCUR AND REQUIRED SLUMP HAS NOT BEEN MAINTAINED. A MAXIMUM OF TWO ADDITIONAL DOSAGES ARE PERMITTED PER ACI 212.3R RECOMMENDATIONS.

6. CONCRETE MIXING:
- A. JOB-SITE MIXING OF CONCRETE WILL NOT BE PERMITTED.
- B. READY-MIX CONCRETE MUST COMPLY WITH THE REQUIREMENTS OF ASTM C94, AND AS SPECIFIED HEREIN. PROVIDE BATCH TICKET FOR EACH BATCH DISCHARGED AND USED IN WORK, INDICATING PROJECT NAME, MIX TYPE, MIX TIME, BATCH QUANTITY, AND PROPORTIONS OF INGREDIENTS.

7. CONCRETE SHALL NOT BE PLACED IN WATER OR ON FROZEN GROUND.

8. PROVIDE PVC SLEEVES WHERE PIPES PASS THROUGH EXTERIOR CONCRETE OR SLABS CAST ON GRADE. ADJACENT SLEEVES SHALL BE SPACED A MINIMUM OF THREE DIAMETERS APART. NO PENETRATIONS SHALL BE MADE THROUGH FOOTINGS WITHOUT WRITTEN PERMISSION FROM ENGINEER.

9. REINFORCING BARS SHALL CONFORM TO ASTM A615 GRADE 60 DEFORMED BARS AND SHALL BE DETAILED, FABRICATED AND PLACED IN ACCORDANCE WITH ACI 315, LATEST EDITION.

10. WELDED WIRE FABRIC SHALL CONFORM TO ASTM A185 AND SHALL BE PROVIDED IN FLAT SHEETS. LAP TWO SQUARES AT ALL JOINTS AND TIE AT 3'-0" ON CENTER.

11. FIBER REINFORCEMENT SHALL BE TYPE II SYNTHETIC VIRGIN HOMOPOLYMER POLYPROPYLENE FIBERS CONFORMING TO ASTM C1116.

12. COMPLETE SHOP DRAWINGS AND SCHEDULES OF ALL REINFORCING STEEL SHALL BE PREPARED BY THE CONTRACTOR AND SUBMITTED TO THE STRUCTURAL ENGINEER FOR REVIEW. PROVIDE AND SCHEDULE ON THE SHOP DRAWINGS ALL NECESSARY ACCESSORIES TO HOLD REINFORCEMENT SECURELY IN POSITION. MINIMUM REQUIREMENTS SHALL BE: HIGH CHAIRS AT 4'-0" O.C. WITH CONTINUOUS # 5 SUPPORT BARS; SLAB BOLSTERS, CONTINUOUS AND 3'-6" O.C.; BEAM BOLSTERS AT 5'-0" O.C.

13. MINIMUM CONCRETE PROTECTIVE COVERING FOR REINFORCEMENT, UNLESS NOTED OTHERWISE, SHALL BE AS FOLLOWS:
- A. SURFACES CAST AGAINST AND PERMANENTLY IN CONTACT WITH EARTH, 3.0
- B. FORMED SURFACES IN CONTACT WITH EARTH OF EXPOSED TO WEATHER
  - #5 BARS, 5/8" DIAMETER WIRE, AND SMALLER, 1.5
  - #6 THROUGH #11 BARS, 2.0
- C. SURFACES NOT IN CONTACT WITH EARTH OR EXPOSED TO WEATHER WALLS, SLABS, JOISTS #11 AND SMALLER, 1.0

14. REINFORCEMENT SHALL BE CONTINUOUS AROUND CORNERS AND AT INTERSECTIONS. PROVIDE LAPPED BARS AT NECESSARY SPLICES OR HOOKED BARS AT DISCONTINUOUS ENDS. SEE SCHEDULE S2.1 FOR REQUIRED REBAR LAP SPLICE LENGTHS.

15. WELDING OF REINFORCEMENT IS NOT PERMITTED.

16. FOR ALL OPENINGS IN CONCRETE WALLS AND SLABS, PROVIDE SUPPLEMENTAL REINFORCING AROUND OPENING AS SHOWN ON THE CONTRACT DOCUMENTS TYPICAL DETAILS.

17. PROVIDE A MIN. 15 MIL. POLYOLEFIN GEOMEMBRANE TYPE VAPOR BARRIER UNDER INTERIOR SLABS CAST ON GRADE. SEE TYPICAL DETAILS FOR SPECIFIC UNDERSLAB PREPARATION REQUIREMENTS.

18. CONTRACTION/CONTROL JOINTS SHOWN ON DRAWINGS ARE MANDATORY. OMISSIONS, ADDITIONS, OR CHANGES SHALL NOT BE MADE EXCEPT WITH THE SUBMITTAL OF A WRITTEN REQUEST TOGETHER WITH DRAWINGS OF THE PROPOSED JOINT LOCATIONS FOR APPROVAL BY THE STRUCTURAL ENGINEER.

19. WHERE CONTROL JOINTS ARE NOT SHOWN, OR WHEN ALTERNATE LOCATIONS ARE PROPOSED, DRAWINGS SHOWING LOCATIONS(S) OF CONTRACTION AND CONTROL JOINTS AND CONCRETE PLACING SEQUENCE SHALL BE SUBMITTED TO THE STRUCTURAL ENGINEER FOR APPROVAL PRIOR O PREPARATION OF THE REINFORCEMENT SHOP DRAWINGS.

20. SPACING OF CONSTRUCTION OR CONTRACTION JOINTS, UNLESS NOTED OTHERWISE SHALL BE AS FOLLOWS:

A. FOOTINGS AND WALLS	MAX LENGTH 40'-0" NOR 15'-0" FROM ANY CORNER**
B. SLABS ON GRADE	MAX LENGTH 30'0 ** MAX AREA 900SF** PLACED IN ALTERNATE PANELS

** EXCEED ONLY WHERE INTERMEDIATE CONTRACTION JOINTS ARE PROVIDED. MINIMUM OF 72 HOURS SHALL ELAPSE BETWEEN ADJACENT CONCRETE PLACEMENTS.

21. CONCRETE SHALL BE PLACED WITHOUT HORIZONTAL CONSTRUCTIONS JOINTS EXCEPT WHERE SHOWN OR NOTED. VERTICAL CONSTRUCTION JOINTS AND STOPS IN CONCRETE WORK SHALL BE MADE AT MIDSPAN OR AT POINTS OF MINIMUM SHEAR.

22. ANCHOR RODS SHALL BE 5/8" DIAMETER HEADED RODS CONFORMING TO ASTM A 307, GRADE 36 KSI WELDABLE STEEL, UNLESS NOTED OTHERWISE ON THE DRAWINGS. ANCHOR RODS THAT ARE TO BE IN CONTACT WITH PRESSURE TREATED LUMBER SHALL BE HOT-DIPPED GALVANIZED.

23. ALL GROUT BENEATH BASE PLATES & BEARING PLATES SHALL BE "5-STAR" 5000 PSI NON-SHRINK GROUT BY U.S. GROUT CORP., OR APPROVED EQUAL.

24. INSTALLATION OF REINFORCEMENT SHALL BE COMPLETE AT LEAST 24 HOURS PRIOR TO THE SCHEDULED CONCRETE PLACEMENT. NOTIFY ARCHITECT AND STRUCTURAL ENGINEER OF COMPLETION AT LEAST 24 HOURS PRIOR TO THE SCHEDULED COMPLETION OF THE INSTALLATION OF REINFORCEMENT.

STRUCTURAL STEEL NOTES

1. STRUCTURAL STEEL FABRICATION, ERECTION, AND CONNECTION DESIGN SHALL CONFORM TO AISC SPECIFICATION FOR THE DESIGN FABRICATIONS, AND ERECTION OF STRUCTURAL STEEL 13TH EDITION, AND THE CODE OF STANDARD PRACTICE, LATEST EDITION.

2. STRUCTURAL STEEL: STEEL PLATES, SHAPES, AND BARS, SHALL CONFORM TO ASTM A36 UNLESS NOTED OTHER WISE (U.N.O.). STRUCTURAL STEEL SHAPES DESIGNATED ON THE DRAWINGS FOR WIDE-FLANGE SECTIONS: ASTM A992 (ASTM A572 GRADE 50 WITH SPECIAL REQUIREMENTS PER AISC TECHNICAL BULLETIN #3 DATED MARCH, 1997)

3. STRUCTURAL TUBING: CONFORM TO ASTM A500 GRADE B, 46 KSI.

4. FIELD CONNECTIONS SHALL BE BOLTED USING 3/4" DIAMETER ASTM A325N HIGH STRENGTH BOLTS (U.N.O.) EXCEPT WHERE SLIP CRITICAL CONNECTIONS ARE REQUIRED AS NOTED BY A325 (SC) ON THE DRAWINGS.

5. WHERE WELDING IS INDICATED, ALL WELDING SHALL CONFORM TO AWS D1.1-LATEST EDITION. ELECTRODES SHALL CONFORM TO AWS A5.1 E70XX SERIES WITH PROPER ROD TO PRODUCE OPTIMUM WELD (LOW HYDROGEN)

6. DESIGN AND DETAIL ALL CONNECTIONS ACCORDING TO AISC STANDARD CONNECTION TABLES. DESIGN STANDARD BEAM CONNECTIONS FOR THE MAXIMUM LOAD CAPACITY OF THE MEMBER. BRACING CONNECTIONS HAVE BEEN DETAILED ON THE DRAWINGS.

7. ALL STEEL SHALL BE FABRICATED AND SHIPPED WITH FABRICATOR'S RUST-INHIBITIVE PRIMER, EXCEPT STEEL PERMANENTLY EXPOSED TO WEATHER. ALL STEEL EXPOSED TO WEATHER SHALL BE PAINTED WITH THE FABRICATOR'S RUST INHIBITIVE PRIMER, TNEMEC 10-99 OR EQUAL AND TOP COATED WITH TNEMEC SERIES 2 GLOSS ENAMEL, COORDINATE COLOR WITH ARCHITECT.

8. SEE CONCRETE NOTES AND DRAWINGS FOR ANCHOR BOLT INFORMATION, TYP.

9. COAT ALL COLUMNS, BASEPLATES, AND BRACE ELEMENTS ENCASED IN CONCRETE OR BELOW GRADE WITH BITUMINOUS MASTIC ON TNEMEC H.B. TNEMECOL (46-465) COAT TAR PAINT.

10. PROVIDE 3/8" MINIMUM STIFFENER PLATES EACH SIDE OF BEAM WEB AT BEAMS FRAMING OVER COLUMNS AND AT COLUMNS OVER BEAMS.

11. PROVIDE 1/4" THICK LEVELING PLATE AND 3/4 ± OF NON-SHRINK GROUT UNDER ALL COLUMN BASE PLATES UNLESS OTHERWISE NOTED. LEVELING PLATES SHALL BE SET AND GROUTED PRIOR TO ERECTING COLUMNS.

12. PROVIDE ALL ANGLES, PLATES, ANCHORS, BOLTS, ETC., SHOWN ON ARCHITECTURAL DRAWINGS.

WOOD TRUSS NOTES

1. TRUSSES SHALL BE DESIGNED, FABRICATED, ERECTED, AND BRACED IN ACCORDANCE WITH WTCA/TPI BCSI 1-03 BOOKLET (SUPERCEDING HIB-91) AS NOTED IN THE NOTES AND SPECIFICATIONS AND ALL OTHER APPLICABLE CODES.

2. ERECTION AND TEMPORARY BRACING SHALL CONFORM TO WTCA/TPI BCSI 1-03, LATEST EDITION.

3. SEE FRAMING PLAN(S) FOR TRUSS ORIENTATION AND LOCATIONS

4. SEE PLANS AND BUILDING SECTIONS FOR TRUSS PROFILES, BEARING CONDITIONS, AND SPECIAL LOADING CONDITIONS.

5. PERMANENT CONTINUOUS LATERAL BRACING, INDICATED BY THE TRUSS DESIGNER, WILL BE REVIEWED DURING THE SHOP DRAWING PHASE. DIAGONAL STRUTS AND CONNECTIONS INDICATED ON THIS SHOP DRAWING SHALL BE APPLIED UNLESS NOTED IN WRITING BY THE STRUCTURAL ENGINEER OF RECORD.

6. TRUSS DESIGNER SHALL DESIGN TRUSS TO MINIMIZE CONTINUOUS LATERAL BRACING REQUIRED TO BE INSTALLED IN THE FIELD.

7. TRUSS DESIGNER SHALL PROVIDE ALL CONNECTION DESIGN FOR TRUSS TO TRUSS CONNECTIONS.

8. TRUSS MANUFACTURER SHALL SUBMIT A TRUSS PLACEMENT DRAWING INDICATING THE FOLLOWING.
   - A.SLOPE
   - B.SPAN
   - C.SPACING
   - D.TRUSS NUMBER THAT CORRESPONDS TO TRUSS DESIGN DRAWING.
   - E.LOCATION OF PERMANENT LATERAL BRACING. LOCATION OF BRACING SHALL BE INDICATED ON THE TRUSSES BY EITHER A TAG OR A PAINT MARK.

10. SUBMIT TRUSS DESIGN DRAWINGS/CALCULATIONS STAMPED BY A PROFESSIONAL ENGINEER LICENSED IN THE STATE OF MAINE.

11. TRUSS DESIGN DRAWINGS SHALL INCLUDE THE FOLLOWING:
   - A.SLOPE, SPAN, AND SPACING
   - B.LOCATIONS OF ALL JOINTS
   - C.REQUIRED BEARING WIDTHS
   - D.CHORD AND WEB MEMBER SIZE, GRADE, AND SPECIES
   - E.CALCULATED HORIZONTAL DEFLECTION AND VERTICAL DEFLECTION
   - F.MAXIMUM AXIAL AND COMPRESSION FORCES IN EA. MEMBER OF THE TRUSS
   - G.REQUIRED PERMANENT TRUSS BEARING LOCATIONS

12. CONTRACTOR SHALL CONSULT WITH THE TRUSS MANUFACTURER ON THE RECOMMENDED PROCEDURES FOR STORAGE AND ERECTION OF THE TRUSSES.

13. CONTRACTOR SHALL NOTIFY STRUCTURAL ENGINEER OF RECORD 48 HOURS IN ADVANCE OF COMPLETION OF THE TRUSS INSTALLATION AND PERMANENT BRACING COMPLETION SO THAT AN INSPECTION CAN BE SCHEDULED, ENCLOSING THE ATTIC SPACE OR INSULATING THE TRUSSES SHALL NOT PROCEED WITHOUT WRITTEN OR VERBAL APPROVAL OF THE BRACING BY THE STRUCTURAL ENGINEER OF RECORD.

TIMBER NOTES

1. ALL TIMBER FRAMING SHALL BE IN ACCORDANCE WITH THE AITC TIMBER CONSTRUCTION MANUAL-LATEST EDITION, AND THE AF & PA NATIONAL DESIGN SPECIFICATION FOR WOOD CONSTRUCTION (NDS) LATEST EDITION.

2. INDIVIDUAL TIMBER FRAMING MEMBERS SHALL BE VISUALLY GRADED. MINIMUM GRADE NO1/NO2 SPRUCE-PINE-FIR KILN DRIED TO 19% MAXIMUM MOISTURE CONTENT UNLESS OTHERWISE INDICATED ON THE DRAWINGS.

3. ENGINEERED WOOD PRODUCTS SHALL BE AS SPECIFIED ON THE DRAWINGS. REFER TO MANUFACTURER'S LITERATURE FOR PROPER HANDLING AND INSTALLATION GUIDELINES. MANUFACTURER AND PRODUCT SHALL BE:

   TRUS-JOIST: I-JOIST (TJI), PARALLAM (PSL), MICROLAM (LVL), TIMBERSTRAND (LSL)
   BOISE: I-JOIST (BCI), VERSALAM (LVL)

4. SUBSTITUTIONS OF ENGINEERED WOOD MATERIALS OTHER THAN THOSE SPECIFIED WILL BE PERMITTED ONLY WITH WRITTEN CERTIFICATION FROM THE MANUFACTURER THAT SUBSTITUTED ITEMS MEETS OR EXCEED ALL PROPERTIES OF SPECIFIED PRODUCT, INCLUDING ENGINEERING AND DURABILITY CHARACTERISTICS. SUBSTITUTIONS ARE SUBJECT TO APPROVAL BY THE ARCHITECT AND ENGINEER.

5. PRESSURE TREATED LUMBER SHALL BE USED FOR SILL MEMBERS, EXTERIOR EXPOSURE, OR WHERE SHOWN ON THE DRAWINGS. TIMBER SHALL BE SOUTHERN YELLOW PINE TREATED WITH CCA OR ACQ TO 0.4 #/CF IN ACCORDANCE WITH AWPA C-18. ACZA IS STRICTLY PROHIBITED.

6. ALL ROOF AND WALL SHEATHING SHALL BE APA PERFORMANCE-RATED. PROVIDE 5/8" THICK CD-X ROOF SHEATHING AND 1/2" THICK WALL SHEATHING (U.N.O.) SEE SHEARWALL SCHEDULE FOR NAILING REQUIREMENTS EXCLUSIVE TO SHEARWALLS. SHEATHING SHALL BE NAILED TO THE FRAMING AS FOLLOWS, U.N.O.:

   TYPICAL PANEL FASTENING (U.N.O.)
   A.ROOFS: 8d NAILS AT 6" O.C. AT SUPPORTED PANEL EDGES AND 12" O.C. AT INTERMEDIATE SUPPORTS.
   B.WALLS: 8d NAILS AT 6" O.C. AT SUPPORTED PANEL EDGES AND 12" O.C. AT INTERMEDIATE SUPPORTS.

7. FLOOR SHEATHING SHALL BE 3/4", APA RATED TONGUE AND GROOVE PANELS. GLUE AND NAIL TO FLOOR FRAMING WITH 8d RING SHANK NAILS AT 6" O.C. AT SUPPORTED PANEL EDGES AND 12" O.C. AT INTERMEDIATE SUPPORTS.

8. ALL BUILT-UP BEAMS AND COLUMNS SHALL BE NAILED AS FOLLOWS (FASTENING IN EACH PLY):

   UNIFORMLY LOADED BEAMS:
   BEAM DEPTH <16" - 2 ROWS OF 16d NAILS AT 12" O.C., STAGGERED
   BEAM DEPTH >=16" - 3 ROWS OF 16d NAILS AT 12" O.C. STAGGERED
   NOTE: SIDE LOADED BEAMS REQUIRE ADDITIONAL FASTENING. SEE DETAILS.

   COLUMNS:
   2-10d NAILS AT 6" O.C.

9. FASTENING NOT SPECIFIED SHALL CONFORM WITH IRC (2009) TABLE 2304.9.1. NAIL FASTENERS SHALL MEET THE REQUIREMENTS OF ASTM F1667. UNLESS NOTED OTHERWISE, NAILS REFERENCED ON DRAWINGS ARE TO BE COMMON NAILS WITH DIMENSIONS AS FOLLOWS.

   6d: 2" LONG BY 0.113" DIAMETER SHANK WITH 0.266" DIAMETER HEAD
   8d: 2 1/2" LONG BY 0.131" DIAMETER SHANK WITH 0.281" DIAMETER HEAD
   10d: 3" LONG BY 0.148" DIAMETER SHANK WITH 0.312" DIAMETER HEAD
   12d: 3 1/4" LONG BY 0.148" DIAMETER SHANK WITH 0.312" DIAMETER HEAD
   16d: 3 1/2" LONG BY 0.162" DIAMETER SHANK WITH 0.344" DIAMETER HEAD
   20d: 4" LONG BY 0.192" DIAMETER SHANK WITH 0.406" DIAMETER HEAD
   30d: 4 1/2" LONG BY 0.207" DIAMETER SHANK WITH 0.438" DIAMETER HEAD

10. ALL TIMBER CONNECTION HARDWARE (JOIST HANGERS, POST BASES, SHEARWALL HOLDOWNS, ETC) SHALL BE AS INDICATED ON THE DRAWINGS AND MANUFACTURED BY SIMPSON STRONG-TIE. ALL CONNECTION HARDWARE SHALL BE HOT-DIPPED GALVANIZED G-90 (U.N.O.). CONNECTION HARDWARE USED IN CONTACT WITH PRESERVATIVE TREATMENT SHALL BE GALVANIZED G185 (ZMAX) USE FASTENERS AND HANGERS OF SAME MATERIAL & COATING. REFER TO MANUFACTURER'S LITERATURE FOR PROPER HANDLING AND INSTALLATION GUIDELINES.

11. FASTENERS USED IN CONTACT WITH PT LUMBER SHALL BE HOT DIPPED GALVANIZED (ASTM A153), STAINLESS STEEL, OR OTHER FINISH AS APPROVED BY THE ENGINEER.

Plan 28

G·OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101
Project Number

Structural Notes and Details

REVISIONS:
DATE & DESCRIPTION:

PAST ISSUES:
DATE & DESCRIPTION:

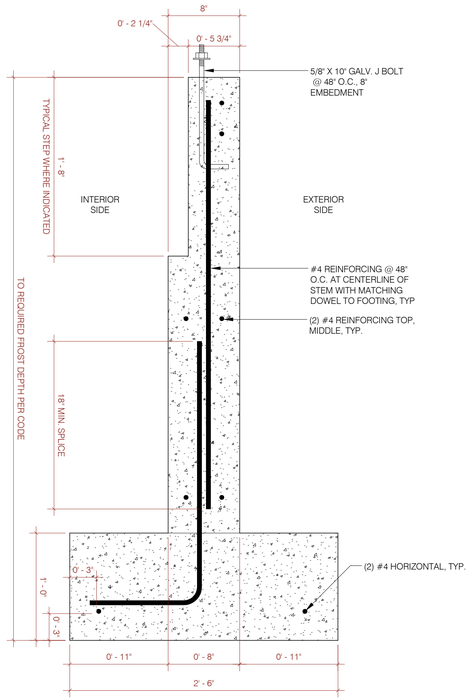
LICENSED ARCHITECT
MATTHEW O'MALIA
No. 3571
STATE OF MAINE

CURRENT ISSUE:
02/10/16 Permit

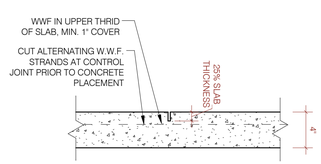
S1.0

FOUNDATION PLAN LEGEND

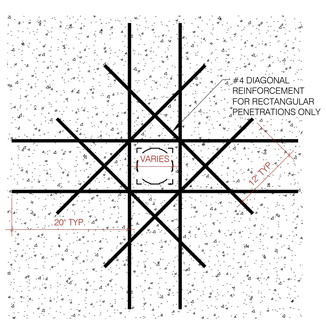
MASONRY WALL	TEL/DAT (TELEPHONE CABLE)
CONCRETE WALL	LOW VOLTAGE LINE
GRAVEL	CABLE TV
PROPERTY LINE	PROPANE LINE
SETBACK	SANITARY SEWER
EASEMENT	FENCE
SUBSURFACE DRAINAGE	NEW SITE CONTOUR
WATER SUPPLY	EXISTING SITE CONTOUR
ELECTRICAL SUPPLY	SUB-SLAB CONDUIT



2 Foundation Wall Reinforcement
1 1/2" = 1'-0"



3 Typical Slab Control Joint
1 1/2" = 1'-0"

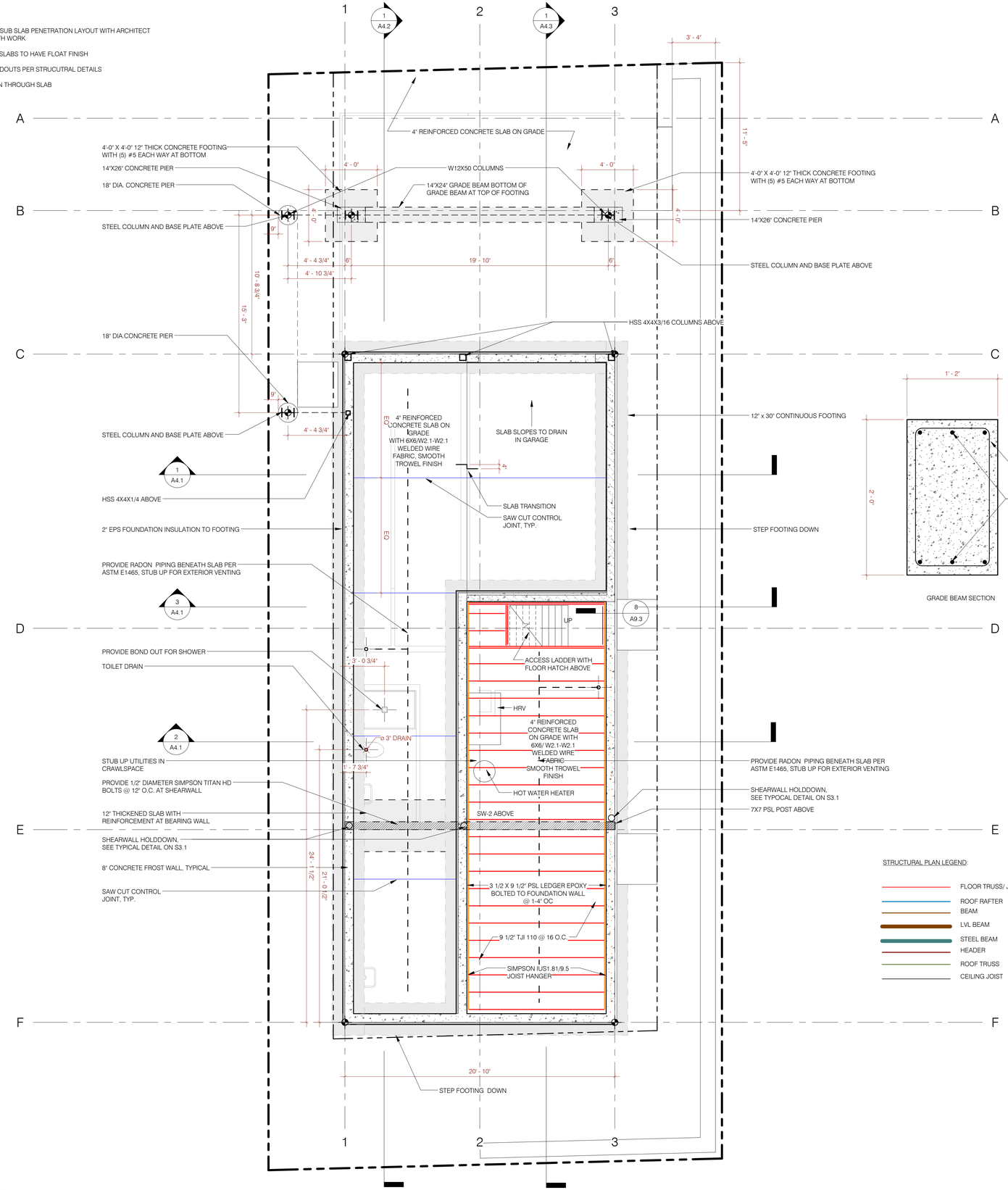


NOTE: APPLIES TO ALL PENETRATIONS GREATER THAN 2"

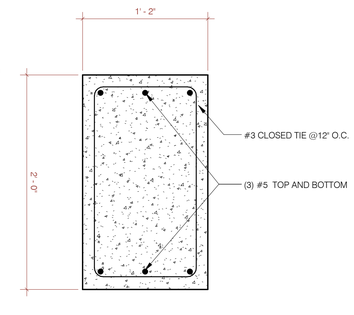
4 Typical Opening in Slab
1" = 1'-0"

FOUNDATION PLAN NOTES:

- CONTRACTOR TO REVIEW SUB SLAB PENETRATION LAYOUT WITH ARCHITECT PRIOR TO PROCEEDING WITH WORK
- ALL INTERIOR CONCRETE SLABS TO HAVE FLOAT FINISH
-REINFORCE ALL SLAB BONDOUTS PER STRUCUTRAL DETAILS
-AIR SEAL ALL PENETRATION THROUGH SLAB



1 Foundation and First Floor Framing Plan
1/4" = 1'-0"



GRADE BEAM SECTION

STRUCTURAL PLAN LEGEND:

- FLOOR TRUSS/ JOIST
- ROOF RAFTER
- BEAM
- LVL BEAM
- STEEL BEAM
- HEADER
- ROOF TRUSS
- CEILING JOIST

G·OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101
Project Number

Architectural Foundation Plan

REVISIONS:
DATE & DESCRIPTION:

PAST ISSUES:
DATE & DESCRIPTION:

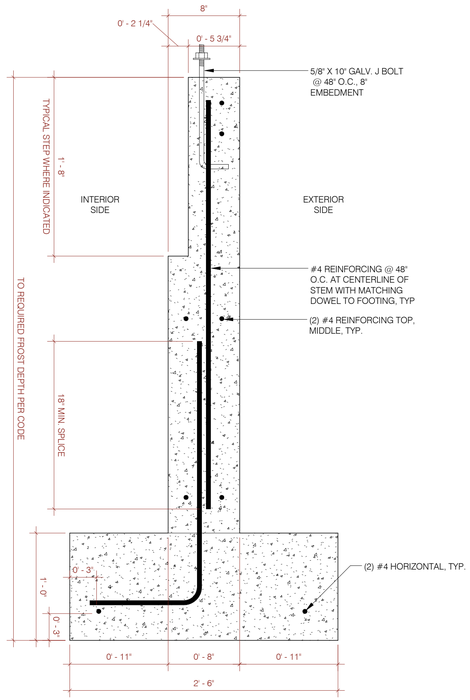
LICENSED ARCHITECT
MATTHEW O'MALIA
No. 3571
STATE OF MAINE

CURRENT ISSUE:
02/10/16 Permit

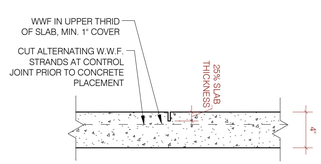
S1.1

FOUNDATION PLAN LEGEND

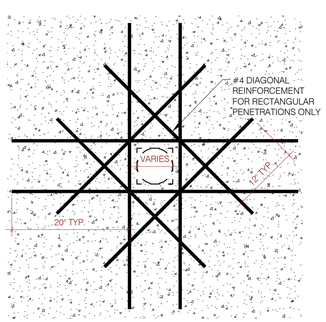
MASONRY WALL	TEL/DAT (TELEPHONE CABLE)
CONCRETE WALL	LOW VOLTAGE LINE
GRAVEL	CABLE TV
PROPERTY LINE	PROPANE LINE
SETBACK	SANITARY SEWER
EASEMENT	FENCE
SUBSURFACE DRAINAGE	NEW SITE CONTOUR
WATER SUPPLY	EXISTING SITE CONTOUR
ELECTRICAL SUPPLY	SUB-SLAB CONDUIT



2 Foundation Wall Reinforcement
1 1/2" = 1'-0"



3 Typical Slab Control Joint
1 1/2" = 1'-0"

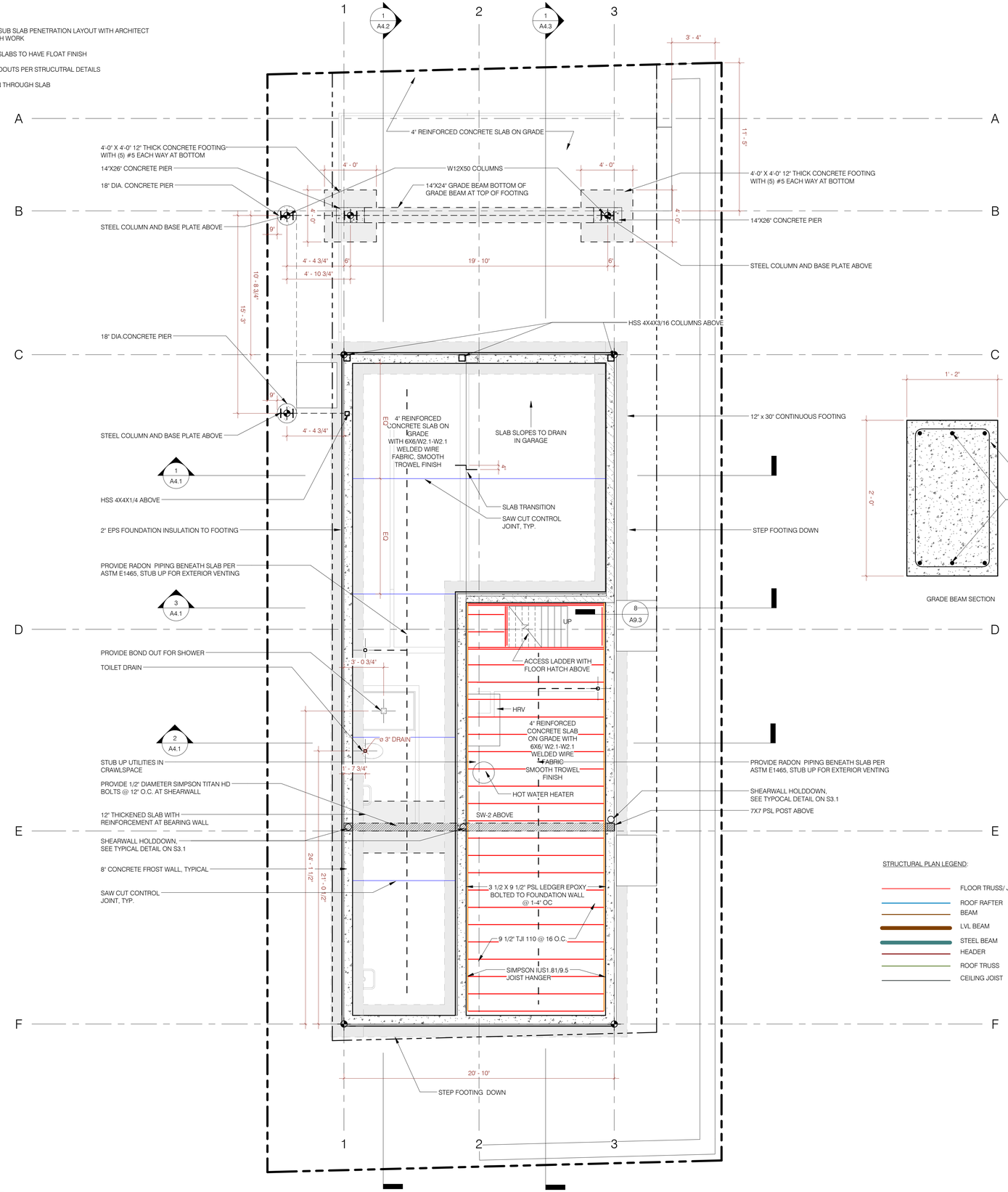


NOTE: APPLIES TO ALL PENETRATIONS GREATER THAN 2"

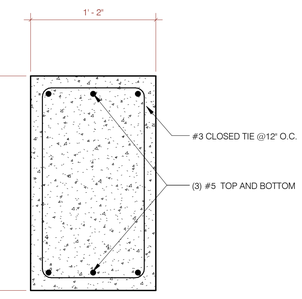
4 Typical Opening in Slab
1" = 1'-0"

FOUNDATION PLAN NOTES:

- CONTRACTOR TO REVIEW SUB SLAB PENETRATION LAYOUT WITH ARCHITECT PRIOR TO PROCEEDING WITH WORK
- ALL INTERIOR CONCRETE SLABS TO HAVE FLOAT FINISH
-REINFORCE ALL SLAB BONDOUTS PER STRUCUTRAL DETAILS
-AIR SEAL ALL PENETRATION THROUGH SLAB



1 Foundation and First Floor Framing Plan
1/4" = 1'-0"



GRADE BEAM SECTION

STRUCTURAL PLAN LEGEND:

- FLOOR TRUSS/ JOIST
- ROOF RAFTER
- BEAM
- LVL BEAM
- STEEL BEAM
- HEADER
- ROOF TRUSS
- CEILING JOIST

Plan 30

G·OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101
Project Number

Architectural Foundation Plan

REVISIONS:
DATE & DESCRIPTION:

PAST ISSUES:
DATE & DESCRIPTION:

LICENSED ARCHITECT
MATTHEW O'MALIA
No. 3571
STATE OF MAINE

CURRENT ISSUE:
02/10/16 Permit

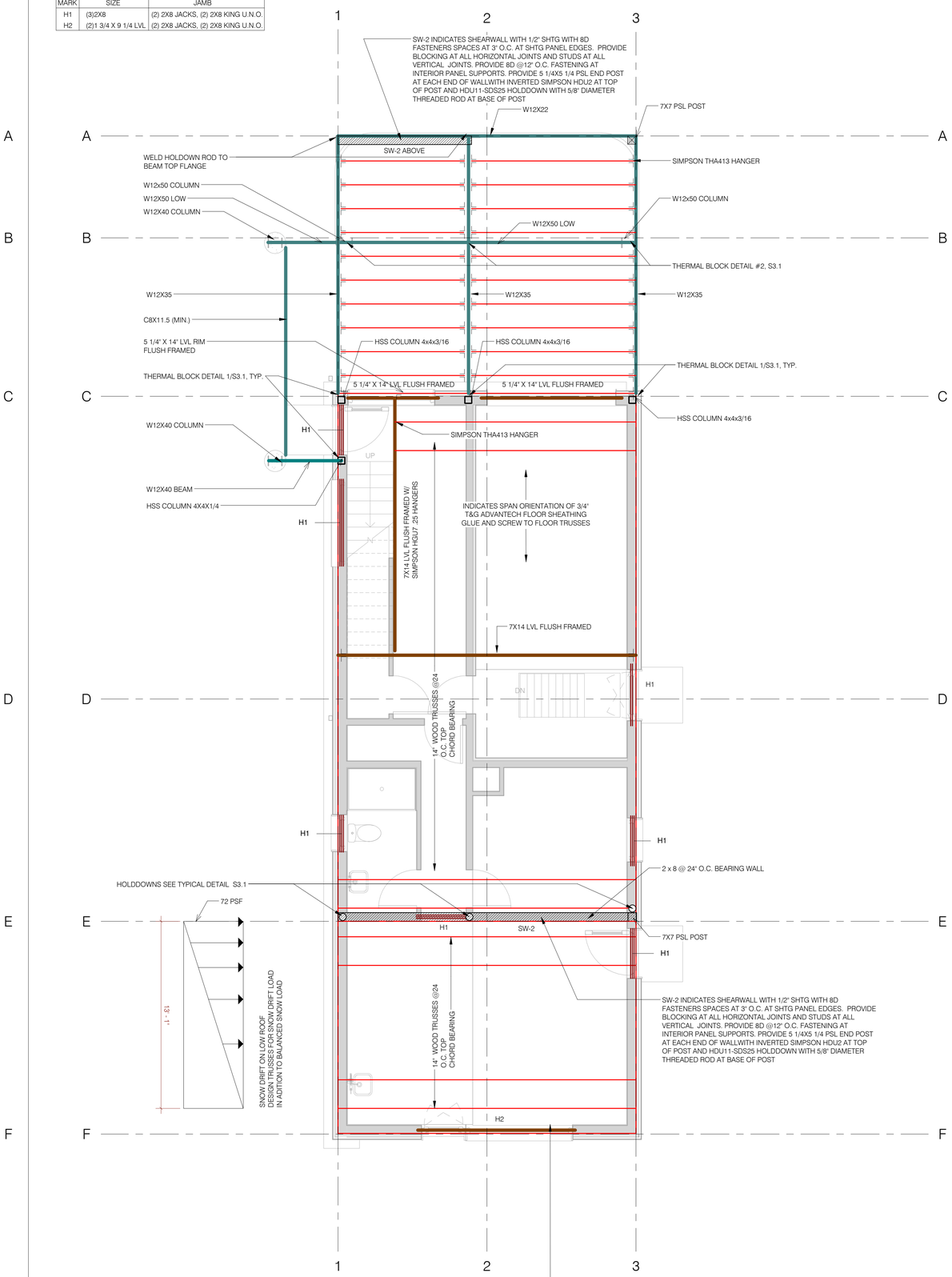
S1.1

STRUCTURAL PLAN LEGEND:

- FLOOR TRUSS/ JOIST
- ROOF RAFTER
- BEAM
- LVL BEAM
- STEEL BEAM
- HEADER
- ROOF TRUSS
- CEILING JOIST

2 Third Floor Framing Over Second Floor
1/4" = 1'-0"

HEADER SCHEDULE		
MARK	SIZE	JAMB
H1	(3)2X8	(2) 2X8 JACKS, (2) 2X8 KING U.N.O.
H2	(2)1 3/4 X 9 1/4 LVL	(2) 2X8 JACKS, (2) 2X8 KING U.N.O.



1 Second Floor Framing Over First Floor
1/4" = 1'-0"

Plan 31

G·OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101
Project Number

Framing Plan - 2nd & 3rd Floor

REVISIONS:
DATE & DESCRIPTION:

PAST ISSUES:
DATE & DESCRIPTION:

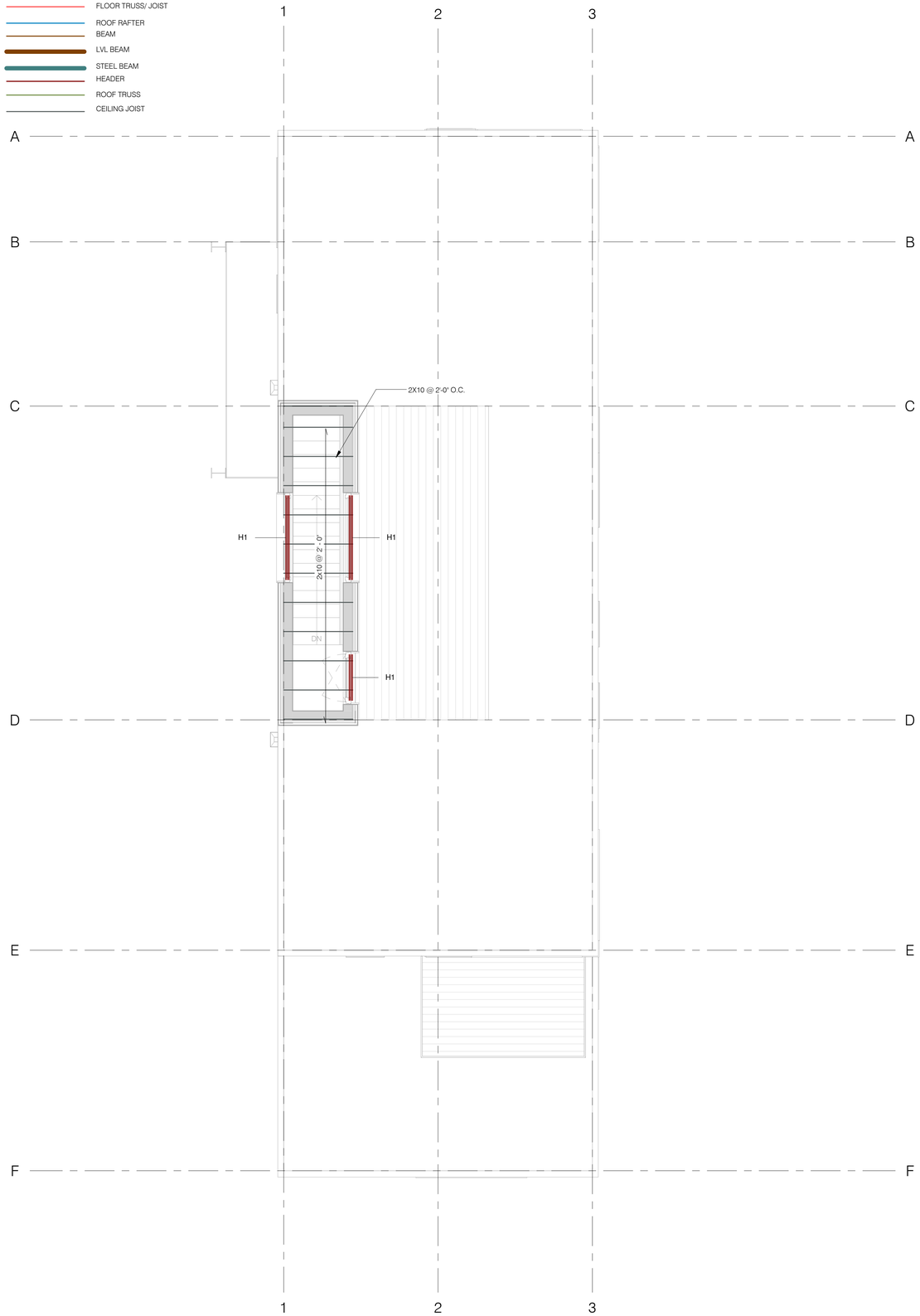
LICENSED ARCHITECT
MATTHEW O'MALIA
No. 3571
STATE OF MAINE

CURRENT ISSUE:
02/10/16 Permit

S1.2

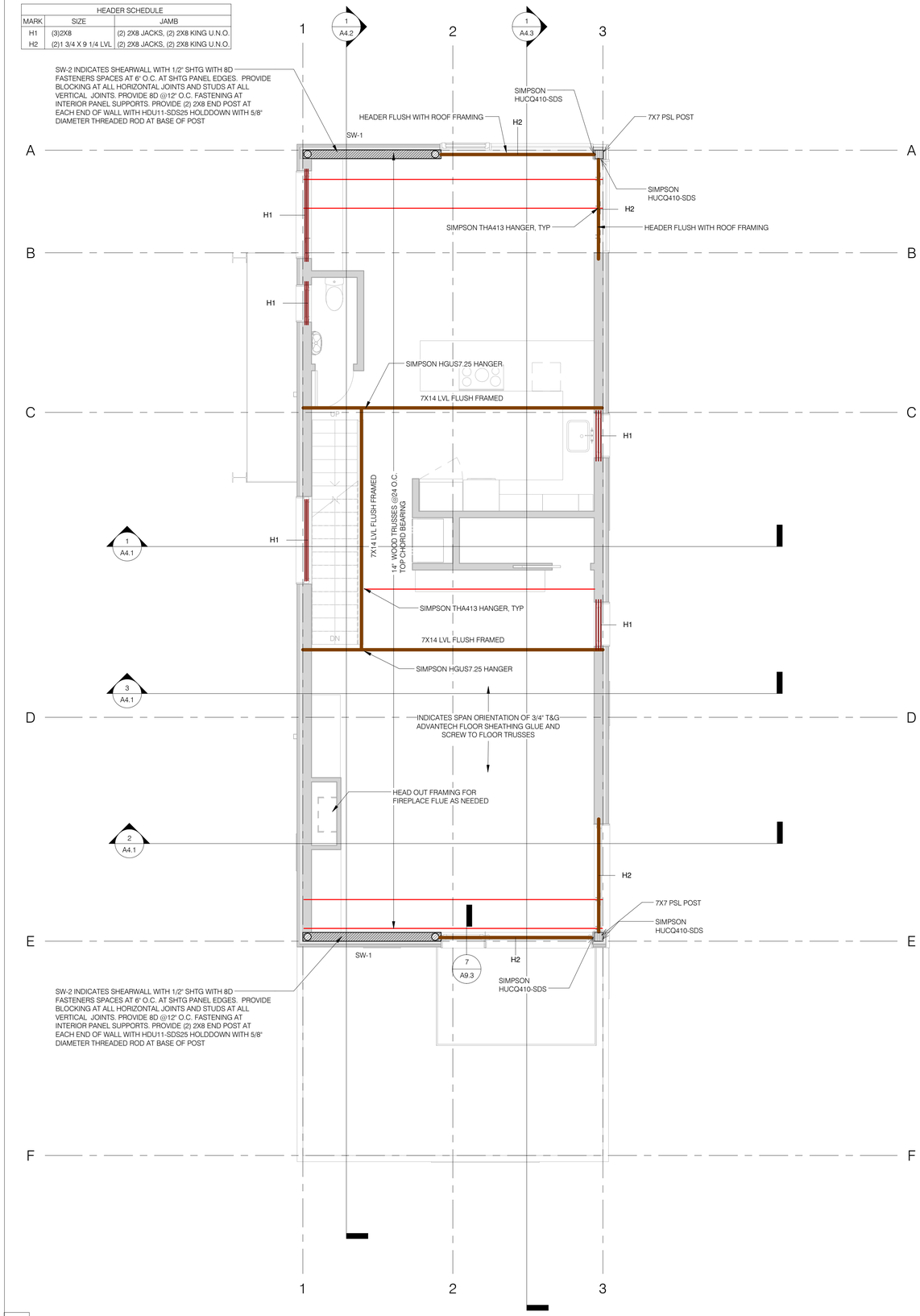
STRUCTURAL PLAN LEGEND:

- FLOOR TRUSS/ JOIST
- ROOF RAFTER
- BEAM
- LVL BEAM
- STEEL BEAM
- HEADER
- ROOF TRUSS
- CEILING JOIST



2 Roof Terrace Roof Plan
1/4" = 1'-0"

HEADER SCHEDULE		
MARK	SIZE	JAMB
H1	(3)2X8	(2) 2X8 JACKS, (2) 2X8 KING U.N.O.
H2	(2)1 3/4 X 9 1/4 LVL	(2) 2X8 JACKS, (2) 2X8 KING U.N.O.



1 Roof Framing Over Third Floor
1/4" = 1'-0"

Plan 32

G·OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101
Project Number

Framing Plan - Roof

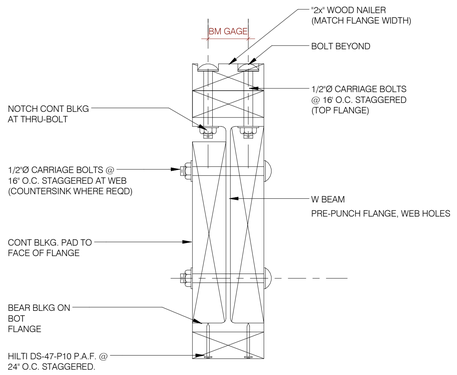
REVISIONS:
DATE & DESCRIPTION:

PAST ISSUES:
DATE & DESCRIPTION:

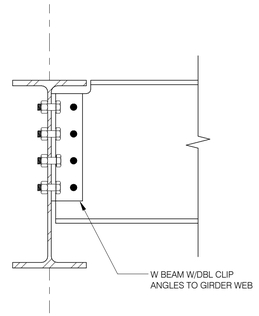
LICENSED ARCHITECT
MATTHEW O'MALIA
No. 3571
STATE OF MAINE

CURRENT ISSUE:
03/10/16 Permit

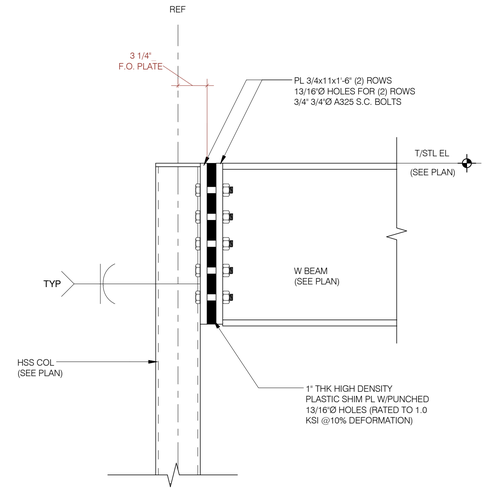
S1.3



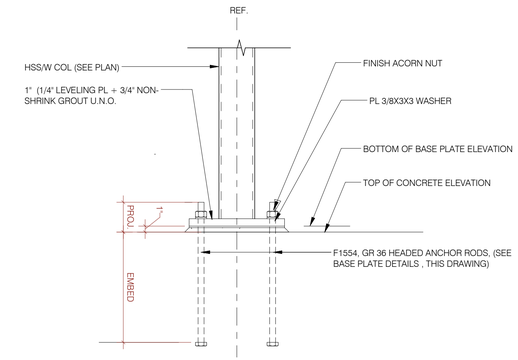
10 Wood Nailer / Web Blocking to W-BM
1 1/2" = 1'-0"



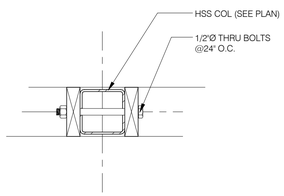
7 Beam to Beam Connection
1 1/2" = 1'-0"



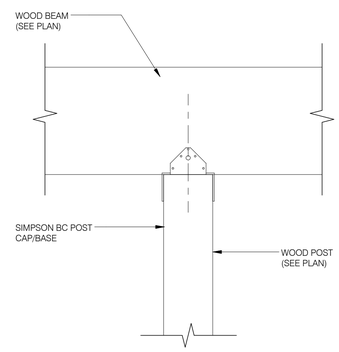
4 Steeel Beam @ Thermal Break
1 1/2" = 1'-0"



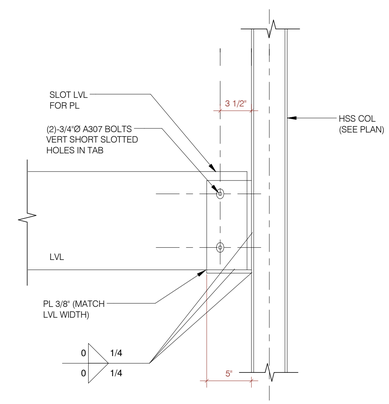
1 Column Baseplate - Section
1" = 1'-0"



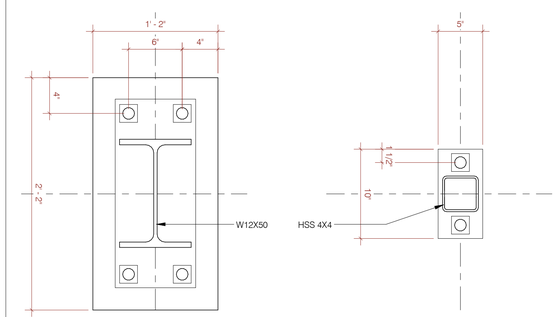
11 HSS Column Blocking
1 1/2" = 1'-0"



8 Wood Post Cap / Base
1 1/2" = 1'-0"



5 LVL to Steel Column
1 1/2" = 1'-0"



BP-A
PL 1"X1'-2"X2'-2" W/(4) - 1 13/16" DIA. HOLES FOR (4) 1" DIA. X 23"
LG F1554 GR 36 ANCHOR RODS W/ 18" EMBER AND 5" PROJ.

BP-B
PL 3/4"X5"X10" W/(2) - 1 5/16" DIA. HOLES FOR (2) - 3/4" X 14"
LG F1554 GR 36 ANCHOR RODS W/ 9" EMBED AND 5" PROJ.

NOTE: PLATE WASHERS SHALL BE FIELD WELDED TO COLUMN BASE PLATES AT ALL PRACED FRAMES AND MOMENT FRAMES

2 Column Baseplate - Plan
1 1/2" = 1'-0"

Plan 33

G·OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101
Project Number

Structural Details

REVISIONS:
DATE & DESCRIPTION:

PAST ISSUES:
DATE & DESCRIPTION:

LICENSED ARCHITECT
MATTHEW O'MALIA
No. 3571
STATE OF MAINE

CURRENT ISSUE:
02/10/16 Permit

S3.1

G-OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101

Side Yard View
9/28/15

G-OLOGIC

Quebec St. Residence
40 Quebec Street
Portland, ME 04101

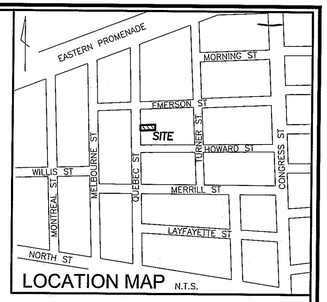
Street View
9/28/15

UTILITY NOTE

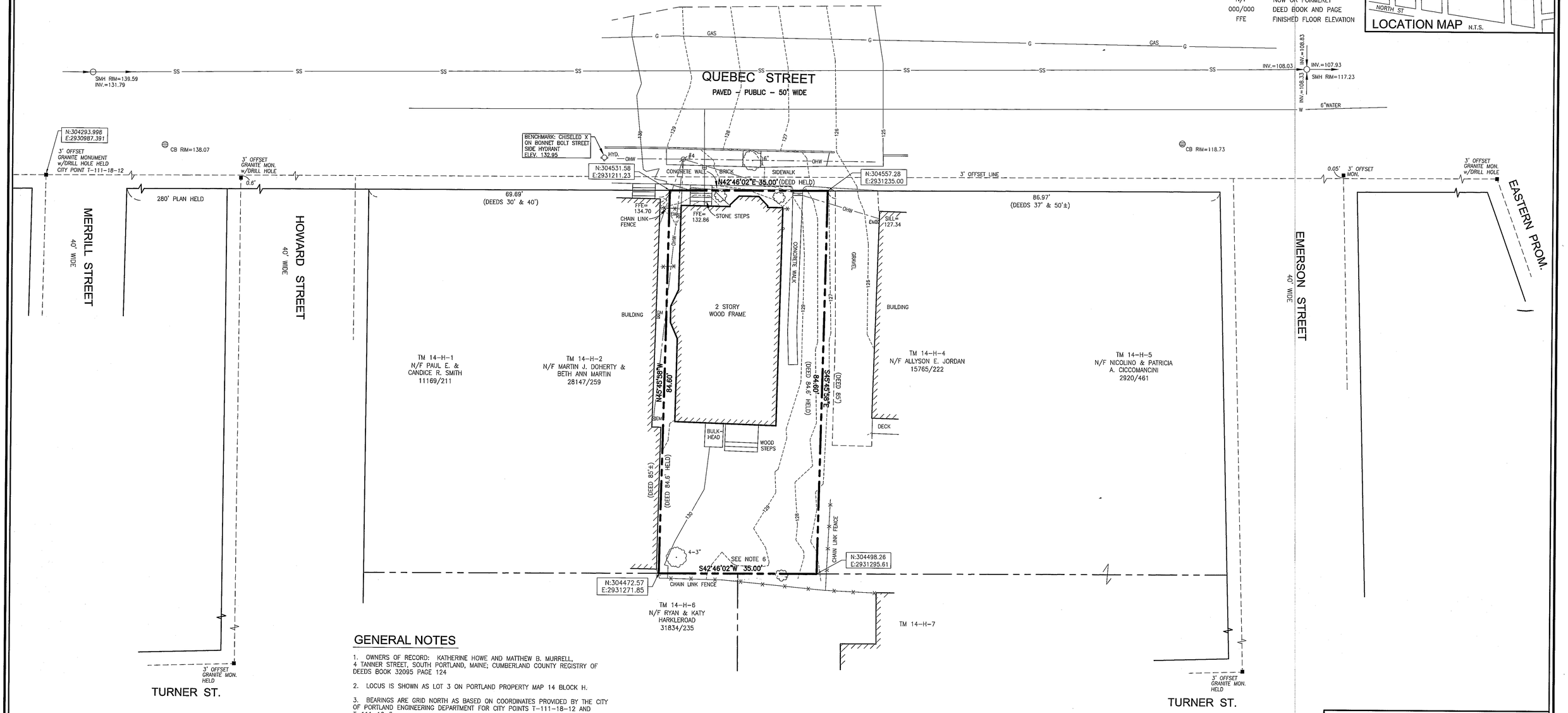
THE UNDERGROUND UTILITIES SHOWN HAVE BEEN LOCATED FROM FIELD SURVEY INFORMATION AND EXISTING DRAWINGS. THE SURVEYOR MAKES NO GUARANTEES THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED ALTHOUGH HE DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM INFORMATION AVAILABLE. THE SURVEYOR HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES. CALL 1-888-DIGSAFE AT LEAST THREE BUSINESS DAYS BEFORE PERFORMING ANY CONSTRUCTION. DUE TO OSHA CONFINED SPACE REQUIREMENTS, ALL INVERTS AND PIPE SIZES MUST BE VERIFIED PRIOR TO ANY CONSTRUCTION.

LEGEND

■	MONUMENT FOUND
⊘	UTILITY POLE
○	MANHOLE
⊠ EM/GM	ELECTRIC/GAS METER
	DECIDUOUS TREE
	BUSH
—X—X—	FENCE
	CURB
—OHW—	OVERHEAD WIRES
—W—	WATER LINE
—G—	GAS LINE
—SS—	SANITARY SEWER
—130—	1' CONTOUR
N/F	NOW OR FORMERLY
000/000	DEED BOOK AND PAGE
FFE	FINISHED FLOOR ELEVATION



LOCATION MAP N.T.S.



GENERAL NOTES

1. OWNERS OF RECORD: KATHERINE HOWE AND MATTHEW B. MURRELL, 4 TANNER STREET, SOUTH PORTLAND, MAINE; CUMBERLAND COUNTY REGISTRY OF DEEDS BOOK 32095 PAGE 124

2. LOCUS IS SHOWN AS LOT 3 ON PORTLAND PROPERTY MAP 14 BLOCK H.

3. BEARINGS ARE GRID NORTH AS BASED ON COORDINATES PROVIDED BY THE CITY OF PORTLAND ENGINEERING DEPARTMENT FOR CITY POINTS T-111-18-12 AND T-111-16-5.

4. ELEVATIONS ARE ON CITY DATUM BASED ON CITY BENCHMARK MONUMENT AT MORNING AND WILSON STREETS, ELEVATION 114.63'.

5. PLAN REFERENCE 1 SHOWS 16 LOTS OF 40 FEET EACH, STARTING AT MERRILL STREET AND ONE LOT OF 92 FEET AT THE EASTERN PROMENADE, ALL ON THE SOUTHERLY SIDE OF QUEBEC STREET, FOR A TOTAL DISTANCE OF 732 FEET. THE FIELD DIMENSION OF THE SAME IS 750.9 FEET. THE TAX MAPS AND DEEDS INDICATE THAT THE DISCREPANCY IS FROM EMERSON STREET TO THE EASTERN PROMENADE.

6. THE SUBJECT PROPERTY IS A PART OF LOT 168 ON PLAN REFERENCE 1. THAT PLAN SHOWS A STONEWALL ON THE REAR LINE OF THIS LOT AND THE ADJACENT LOTS AND HAS NO DEPTH ON THE LOTS. SUBJECT DEED SAYS SIDELINES ARE 84.6 FEET MORE OR LESS. A BOUNDARY AGREEMENT IS RECOMMENDED WITH THE ABUTTERS TO THE REAR. NO STONE WALL WAS OBSERVED.

7. SURVEY WAS PERFORMED UNDER CONDITION OF SNOW COVER AND PILES OF SNOW AND SHOULD BE FIELD CHECKED IN SPRING.

PLAN REFERENCE

1. PLAN RECORDED IN PLAN BOOK 1 PAGE 41 BY A.P. MARSHALL MAY 20, 1856.

2. CITY OF PORTLAND ENGINEERING DEPARTMENT STREET WORKING PLANS 161, 181, 33, AND 97.

3. "BOUNDARY AND TOPOGRAPHIC SURVEY AT 67 MERRILL STREET, PORTLAND, MAINE MADE FOR MERRILL STREET RENOVATIONS, LLC OCTOBER 2, 2014 OWEN HASKELL, INC. JOB NO. 2014-170P"

CERTIFICATE

OWEN HASKELL, INC. HEREBY CERTIFIES THAT THIS PLAN IS BASED ON, AND THE RESULT OF, AN ON THE GROUND FIELD SURVEY AND THAT TO THE BEST OF OUR KNOWLEDGE, INFORMATION AND BELIEF, IT CONFORMS TO THE BOARD OF LICENSURE FOR PROFESSIONAL LAND SURVEYORS CURRENT STANDARDS OF PRACTICE, WITH THE EXCEPTION OF MARKERS NOT SET AT ALL CORNERS.

DATE

JOHN C. SCHWANDA, PLS #1252

GRAPHIC SCALE

0 5' 10' 20' 40'

BOUNDARY & TOPOGRAPHIC SURVEY

AT

40 QUEBEC STREET, PORTLAND, MAINE

MADE FOR OWNERS OF RECORD

KATHERINE HOWE & MATTHEW B. MURRELL

2 TURNER STREET, SOUTH PORTLAND, MAINE

OWEN HASKELL, INC.
390 U.S. ROUTE ONE, FALMOUTH, ME 04105 (207) 774-0424
PROFESSIONAL LAND SURVEYORS

Drwn By	JCS	Date	Job No.
Trace By	JLW	MARCH 9, 2015	2015-023P
Check By	JCS	Scale	Drwg. No.
Book No.	FILE	1" = 10'	1

PLANNING BOARD REPORT
PORTLAND, MAINE

CONVERSION OF OFFICE SPACE INTO APARTMENTS
443 Congress Street
Level III Subdivision and Site Plan, and
Ensure Workforce Housing Conditional Use
Project ID #2016-010
Northland Enterprises, LLC, Applicant

Submitted to: Portland Planning Board Public Hearing Date: March 8, 2016	Prepared by: Shukria Wiar, Planner Date: March 3, 2016

I. INTRODUCTION

Northland Enterprises, LLC is requesting a public hearing for approval of a Level III Site Plan and Subdivision application at 443 Congress Street (corner of Congress and Elm Streets). The applicant is proposing twenty-eight (28) residential apartments on the fourth to seventh floors of building. They are proposing to convert office space into four efficiency units, sixteen (16) one-bedroom units and eight (8) two-bedroom units. The proposed reconfiguration of the units will occur within the existing historic structure. The parcel is located in the B-3 Downtown Business Zone and the Congress Street Historic District. The project has been reviewed and approved by the Historic Preservation Board on February 3, 2016.

Notices were sent upon receipt of the application and one hundred and ten (110) notices were sent to area residents within 500 feet of the site and the interested party list for the public hearing. A notice also appeared in the February 29th and March 1st editions of the *Portland Press Herald.*

Applicant Name	Northland Enterpriases, LLC
Consultants	
Agent Representative	Pandika Pleqi of Winton Scott Architects
Engineer	Will Bennett of Bennett Engineering
Surveyor	Kevin Clark of Site Lines, PA
Architect	Pandika Pleqi of Winton Scott Architects

Project Review

Review	*Applicable Standards*
Site Plan	14-526
Subdivision	14-491
Ensure Workforce Housing Conditional Use	14-484

Requests for Waivers

Waiver Request	*Applicable Standards*
Street tree Requirement – Sec. 14-526 2.b.iii. a The street tree requirement is one tree per unit for a total of twenty-eight (28) tree for a total contribution of $5,600	*Sec. 14-526 2.b.iii* (b) Waiver. Where the applicant can demonstrate that site constraints prevent the planting of required street trees in the City right of way, the Reviewing Authority may permit the planting of street trees in the front yard, within ten feet of the property line. Existing preserved healthy trees that are six (6) inches or more in caliper and are on the site within ten (10) feet of the property line may be counted towards this requirement. If planting street trees is neither feasible in the City right of way nor within the site, the applicant shall contribute to the City of Portland Tree Fund an amount proportionate to the cost of required street trees.

II. PROJECT SUMMARY

Existing Zoning: B-3 Downtown Business Zone and Overlay of Congress Street Historic District
Proposed Use: Residential Condominiums
Parcel Size: 8,577 sq ft
Total Disturbed Area: 45 sq ft
Building Area: There are no plans to change the total building area
- Total Building Area: 49, 8485sq ft
- Total Footprint: 6, 275 sq ft

Residential Data:
- Existing Residential Units: Office Space
- Proposed Residential Units: Twenty eight (28) Apartments
- Number of Units to be Demolished: None

Parking Spaces:
- Existing: Five parking spaces on site plus 50-80 spaces in the Elm Street garage
- Proposed: None needed per zoning

Bicycle Parking Spaces:
- Existing: None
- Proposed: There are four bike storage rooms proposed on each residential floor

Estimated Cost of Project: $2,000,000
Uses in Vicinity: The site will provide compact in-city living for renters, which is near services, such as businesses, institutions, employers and public transportation

III. PROJECT DESCRIPTION

The building at 443 Congress Street has seven floors with a total area of 49, 885 square feet. Currently office

uses occupy the entire building. The applicant is proposing to convert the fourth to seventh floors into twenty eight (28) residential apartments and retain office uses on the lower three floors.

The proposed residential units range in size from 432 to 906 square feet in area. The apartments will consist of four studios, sixteen (16) one-bedroom and eight (8) two-bedroom units. The units are accessed by the building's existing elevators and stair wells. A common central corridor leads to unit entries. The business floors will continue to use the existing front entrances along Congress Street. There will be a new entrance proposed on the north side of the building on the current driveway, which is accessed off Elm Street. This will be the primary residential entrance; however the business space will have access to this as an additional exit.

There will be minor exterior modifications to the building. The exterior work consists on window replacement on the upper five floors and selective replacement on the second floor.

The property is located in the B-3 Downtown Business zone and within the Congress Street Historic Overlay district. The zone allows residential dwelling units. There are no residential density requirements in the B-3 zone and the project is exempt from parking requirements under the change of use provisions for an historic structure. Therefore, the applicant does not need to provide any dedicated parking for the project under the zoning ordinance as a change of use in the B3 Downtown Business Zone or in the Historic District. However, five existing parking spaces are being provided at the rear of the building adjacent to Elm Street, as well as spaces in the garage for the existing and proposed residential units.

IV. PUBLIC COMMENT

The applicant held a required neighborhood meeting on February 29, 2016 and has provided the required documentation (Attachment N). According to the minutes of the meeting, no one from the public attended the meeting. As of the writing of this report no written public comment has been received.

V. RIGHT, TITLE AND INTEREST AND FINANCIAL/TECHNICAL CAPACITY

a. The owner of the property is JJR 443 Congress, LLC. The applicant has provided a copy of deed of sale by trustees, which demonstrates their right, title and interest in the property.

b. The estimated cost of the development is $200,000,000. The applicant has submitted letters from Saco and Biddeford Savings Institution, dated 12.08.2015 (Attachment D) as demonstration of their financial and technical capacity to complete the proposed development.

VI. ZONING ASSESSMENT

The project was reviewed for zoning and all requirements of the B-3 zone are being met at this time. The proposed residential building is a permitted use in the Residential R-6 zone. For off street parking, this project is exempt from the parking requirement since it is in the Congress Street Historic District. Even though parking is not required, the applicant will have five existing parking spaces as shown on the site plan as well as 50 to 80 parking spaces in the Elm Street Garage.

VII. ENSURE WORKFORCE HOUSING CONDITIONAL USE- Tyler Norad, Housing Planner

Conditional Use is authorized by Division 30, Section 14-487, Ensuring Workforce Housing, to secure the creation of Workforce Housing Units as part of new residential projects that propose 10 or more units. The ordinance requires a minimum of 10% of the project to be restricted for Workforce Households and that the number of bedrooms required under Section 14-487(e)3 be at least 10% of the total number of bedrooms made available as part of the project. The project located at 443 Congress Street proposes the creation of 28 units of

rental housing consisting of four (4) studios, sixteen (16) one-bedroom units, and eight (8) two-bedroom units. As apartments for rent, the designated Workforce Units will be restricted to households earning up to 100% of Area Median Income (AMI). Based on the requirements outlined in Section 14-487, the project is required to provide a minimum of two (2) workforce units and four (4) bedrooms. The Applicant has elected to provide four (4) Workforce Units on-site consisting of two (2) studios and two (2) one-bedroom units to satisfy the ordinance's minimum requirements. As such, the project has met the minimum requirements set forth in Section 14-487.

Staff recommends the Board Approve this Conditional Use provided the Applicant and the City enter into an agreed upon Affordable Housing Agreement (AHA) before a Building Permit may be issued. The Affordable Housing Agreement will outline the details of the affordability restrictions placed on the Workforce Units and will be filed as covenant to the property's deed with the Cumberland County Registry of Deeds before a Certificate of Occupancy may be issued. It should be noted that this project filed its application prior to the Board's recent approval of the Inclusionary Zoning Implementation Regulations on February 23, 2016. Staff has been working with the Applicant to establish clear expectations for what the AHA will entail. It is expected that the AHA will align closely with the draft regulations reviewed and approved by the Board.

VIII. DEVELOPMENT REVIEW

A. SITE PLAN SUBMISSION REQUIREMENTS (Section 14-527) and SUBDIVISION PLAT AND RECORDING PLAT REQUIREMENTS (Section 14-496)

The applicant has submitted a recording plat. The final plat will need to be revised to reflect any waivers and conditions of approval that relate to the subdivision plan. Any waivers granted must be recorded at the Registry of Deeds within 90 days of a Planning Board decision. As writing of this report, there is one waiver request.

B. SUBDIVISION (Section 14-497)

The proposed development has been reviewed by staff for conformance with the relevant review standards of Portland's Subdivision Ordinance and applicable regulations. Staff comments are listed below.

1. Will Not Result in Undue Water and Air Pollution (Section 14-497 (a) I), and Will Not Result in Undue Soil Erosion (Section 14-497 (a) 4)
   There is no site work proposed for the conversion of this building into residential units. Staff finds the proposed project in conformance with this standard.

2. Sufficient Water Available (Section 14-497 (a) 2 and 3)
   The applicant has not presented a capacity letter from the Portland Water District. The applicant will need to provide a letter from Portland Water District documenting that there is adequate capacity at the location for the proposed development. A condition of approval is recommended to meet this standard.

3. Will Not Cause Unreasonable Traffic Congestion (Section 14-497 (a) 5)
   Please see paragraph VIII (C) 1 below.

4. Will Provide for Adequate Sanitary Sewer and Stormwater Disposal (Section 14-497 (a) 6), and Will Not Cause an Unreasonable Burden on Municipal Solid Waste and Sewage (Section 14-497 (a) 7)
   Please see paragraph VIII (C) 3 below.

5. Scenic Beauty, Natural, Historic, Habitat and other Resources (Section 14-497 (a) 8)

The proposed project will not have an adverse effect on the scenic or natural beauty of the area, thus this standard is met.

6. Comprehensive Plan (Section 14-497 (a) 9)
The proposal for new residential units is consistent with the Comp Plan specifically the following statements are relevant to this proposal. The first policy of Housing: Sustaining Portland's Future is to ensure an adequate and diverse supply of housing for all. Objectives under that policy include the following:

- Ensure the construction of a diverse mix of housing types that offers a continuum of options across all income levels, which are both renter and owner-occupied. The list of potential housing options under this objective include:
  ii. Housing units for decreasing household sizes, such as young professionals, empty nesters, single parent households and senior citizens.
  v. Higher density housing, such as row houses, small lots, reuse of non-residential buildings, and mixed use buildings.
  vii. Housing development that encourages community, such as co-op housing.
- Encourage higher density housing for both rental and home ownership opportunities, particularly located near services, such as schools, businesses, institutions, employers and public transportation.
- Evaluate and update current zoning, as needed, to encourage higher density multi-family developments and mixed use projects that incorporate housing, particularly along major public transportation routes, near services areas, and in redevelopment or infill areas, where appropriate.
- Encourage housing within and adjacent to the downtown. Evaluate and update current zoning and building codes, as needed, to facilitate new housing and redevelopment opportunities….

7. Financial Capability (Section 14-497 (a) 10)
The estimated cost of the development is $200,000,000. The applicant has submitted letters from Saco and Biddeford Savings Institution, dated 12.08.2015 (Attachment D) as demonstration of their financial and technical capacity to complete the proposed development.

C. SITE PLAN STANDARDS (Section 14-526)
The proposed development has been reviewed by staff for conformance with the relevant review standards of Portland's site plan ordinance and applicable regulations. Staff comments are listed below.

1. Transportation Standards
   a. Impact on Surrounding Street Systems
   b. Access and Circulation
   c. Public Transit Access
   d. Parking
   e. Transportation Demand Management (TDM)

The proposed project is not anticipated to have any significant adverse effect on regional traffic. The site offers space for vehicular loading and unloading at the rear of the building. Metered on-street parking is also available near the project's front entry. Residents of the proposed project will access the building from Congress Street as well as from the rear of the building. Five existing parking spaces are being provided for the proposed project to the rear of the building via Elm

Street. The project is not required to provide any dedicated parking for the project under the zoning ordinance as a change of use in the B3 Downtown Business Zone and as an historic structure in the Congress Street Historic District. Even though parking is not required, the applicant states that the building has 50 to 80 parking spaces in the Elm Street garage that are available to them.

2. Environmental Quality Standards
    a. Preservation of Significant Natural Features
    b. Landscaping and Landscape Preservation
    c. Water Quality, Storm Water Management and Erosion Control

Under the standards of the Land Use ordinance, all subdivisions are required to provide one (1) street tree per lot or unit. The subject application is for twenty-eight (28) units and must therefore provide twenty-eight (28) street trees. The applicant has requested a waiver of these street trees in order to contribute to the City's tree fund and this meet this standard. The applicant requests that "this contribution goes towards tree plantings and/or other landscaping improvement in the Monument Square, Monument Way or on Congress Street between Elm and Temple Streets, as best judged by the City Arborist". Where as the subject site is located in a fully developed urban environment, the City Arborist supports the waiver and that the developer shall contribute a fee of $200 per tree required into a street tree fund for a total of $5,600 for use by the City Arborist in the installation and maintenance of urban street trees in the vicinity of the site.

In its present condition, the site is fully impervious. Currently, the existing roof drains discharge stormwater to the City's sewer system. Department of Public Works (DPW) is recommending that these roof drains be removed from the sewer system and be redirected out of the sewer system. In David Margolis-Pineo, Deputy City Engineer, wastewater capacity letter, he states:

> *The Department of Public Works…determined that the downstream sewers from 443 Congress Street has the capacity to convey the estimated 3,840 gpd of proposed wastewater which will be generated from this facility….*
>
> *As you may be aware, any addition of wastewater flows in this drainage area will have an impact on CSO discharge volumes into Back Cove. To help offset the increase in proposed wastewater addition to the sanitary sewer, we are asking that the roof drains from this building, if currently connected to the sewer, be redirected from the sewer to the ground and allow to drain to the street.*

This is only a recommendation and not a requirement. The roof drains are internal to the building and currently there is a wye connecting should separation of the lines occur in Elm Street. No improvement to the existing infrastructure is being proposed.

3. Public Infrastructure and Community Safety Standards
    a. Consistency with Master Plans
    b. Public Safety and Fire Prevention
    c. Availability and Adequate Capacity of Public Utilities

Captain Keith Gautreu of the Fire Department has reviewed the project and Fire has no issue with the proposal.

The Engineering Division of Public Works has submitted a letter verifying adequate sewer capacity to serve the project (Attachment 3). The applicant will need to provide a letter from Portland Water District that there is adequate capacity at the location for the proposed development.

The Department of Public Services did evaluate the site and found the sidewalks along the property boundaries to be in good condition, so no public improvements within the right-of-ways are required. The ramps at the corner of Congress and Elms Street are not ADA compliant and the City is implementing street improvements along Congress Street in accordance with the Bus Corridor Study. Tom Ericco, Consultant Traffic Engineer, has reviewed the proposed project and the following comment:

> *The sidewalk ramp at the northeast corner of the Congress Street/Elm Street intersection (at the corner of the proposed project) does not meet ADA standards and thus improvements are required. Given the urban location, the modification of the corner is complicated and requires utility changes, signal equipment changes and sidewalk and curbing modifications. Accordingly, a cost-sharing plan is suggested. The City is in the process of implementing corridor-wide transit improvements along Congress Street and it is suggested that the applicant contribute $5,000 towards this required improvement. The City will be responsible for all costs to design and fully implement the improvements.*

4. Site Design Standards
    a. Massing, Ventilation and Wind Impact
    b. Shadows
    c. Snow and Ice Loading
    d. View Corridors
    e. Historic Resources
    f. Exterior Lighting
    g. Noise and Vibration
    h. Signage and Wayfinding
    i. Zoning Related Design Standards

The building is an existing structure and minor exterior modifications are proposed.

IX. STAFF RECOMMENDATION

Subject to the proposed motions and conditions of approval listed below, Planning Division staff recommends that the Planning Board approve the proposed development.

IIX. PROPOSED MOTIONS

CONDITIONAL USE

On the basis of the application, plans, reports and other information submitted by the applicant, findings to the Ensure Workforce Housing and recommendations contained in the Planning Board Report, relevant to Portland's Conditional Use Standards and other regulations, and the testimony presented at the Planning Board hearing:

The Planning Board finds the proposed conditional use for workforce housing [**does** or **does not**] meet

the standards of Section 14-484 with the following conditions:

1. That the Applicant and the City shall enter into an agreed upon Affordable Housing Agreement (AHA) prior to the issuance of a building permit. The Affordable Housing Agreement shall outline the details of the affordability restrictions placed on the Workforce Units; and

2. That the Affordable Housing Agreement shall be filed as covenant to the property's deed with the Cumberland County Registry of Deeds prior to the issuance of a Certificate of Occupancy.

WAIVERS
On the basis of the application, plans, reports and other information submitted by the applicant, findings and recommendations, contained in the Planning Board Report for application 2016-010 relevant to Portland's Technical and Design Standards and other regulations, and the testimony presented at the Planning Board hearing:

1. Due to site constraints, The Planning Board [**waives** or **does not waive**] Section 14-526 (b) (2) (b) (iii) Street Trees to allow the applicant to make a contribution of $5,600 to the City's Street Tree Fund for trees in the vicinity of the site to be substituted for the provision of on-site street trees.

SUBDIVISION PLAT
On the basis of the application, plans, reports, and other information submitted by the applicant, findings and recommendations contained in application 2016-010 relevant to the Subdivision Ordinance, and other regulations, as well as the Planning Board deliberations and the testimony presented at the Planning Board hearings, the Planning Board finds the following:

That the plan **(is** or **is not)** in conformance with the subdivision standards of the land use code, subject to the following conditions:

1. The Subdivision Plat shall be finalized to the satisfaction of the Planning Authority, Department of Public Works and Corporation Counsel; and

2. The recording plat shall be revised noting all waivers and conditions for review and approval by the Planning Authority prior to recording. All waivers shall be recorded within 90 days of the Planning Board approval.

LEVEL III SITE PLAN
On the basis of the application, plans, reports, and other information submitted by the applicant, findings and recommendations contained in application 2016-010 relevant to the Site Plan Ordinance, and other regulations, as well as the Planning Board deliberations and the testimony presented at the Planning Board hearings, the Planning Board finds the following:

That the plan **(is/is not)** in conformance with the site plan standards and all other applicable provisions of the land use code, subject to the following conditions:

1. The applicant shall contribute $5,000 towards the ADA ramp improvements at the corner of Congress and Elm Streets.

Attachments:

Planning Board Report Attachments

1. Traffic Review, Tom Errico's Memorandum, dated 03.03.2016
2. Housing Planner Review, Tyler Norod's Memorandum, dated 03.02.2016
3. DPW Review, David Margolis-Pineo Memorandum, Wastewater Capacity Letter dated 02.23.2016
4. Historic Preservation Approval Letter

Applicant's Submittal- Subdivision and Level III Application

A. Cover Letter, dated 01.11.2016
B. Application
C. Evidence of Right, Title, and Interest
D. Financial Capacity Letters, dated 12.08.2015
E. Proposed Construction Management Plan
F. Wastewater Capacity Application
G. Central Maine Power Capacity Letter
H. Letter from Bennette Engineering- Natural Gas Load
I. Proposed Waste Management Plan
J. Proposed Snow Storage and Removal Plan
K. Water Heater Typical
L. 443 Congress Level III Site Review Letter
M. Applicant's Response to Comments
N. Neighborhood Meeting and Minute

Applicant's Submittal- Inclusionary Zoning Conditional Use Application

A. Conditional Use Letter, dated 02.23.2016
B. Conditional Use IZ Application

Site Plans

Plan1	C1.0 Subdivision Plat
Plan2	C1.1Existing Conditions
Plan3	C2.0 Site Plan
Plan4	A1.0 plan basement
Plan5	A1.1 plan floor1
Plan6	A1.2 plan floor2
Plan7	A1.3 plan floor3
Plan8	A1.4 plan floor4
Plan9	A1.5 plan floor5
Plan10	A1.6 plan floor6
Plan11	A1.7 plan floor7
Plan12	A1.8 plan roof
Plan13	A2.1 South Elevation
Plan14	A2.2 West Elevation
Plan15	A2.3 North Elevation
Plan16	A3.1 Entrance Canopy
Plan17	A3.2 Window details
Plan18	D1.0 demo plan basement

Plan19	D1.1 demo plan floor1
Plan20	D1.2 demo plan floor2
Plan21	D1.3 demo plan floor3
Plan22	D1.4 demo plan floor4
Plan23	D1.5 demo plan floor5
Plan24	D1.6 demo plan floor6
Plan25	D1.7 demo plan floor7
Plan26	D1.8 demo plan roof
Plan27	D2.1 South Demo Elevation
Plan28	D2.2 West Demo Elevation
Plan29	D2.3 North Demo Elevation
Plan30	E1.0 photometric plan Sheet 1
Plan31	E1.1 photometric plan Sheet 2
Plan32	LS3.0 Life Safety Basement
Plan33	LS3.1 Life Safety 1st floor
Plan34	LS3.2 Life Safety 2nd floor
Plan35	LS3.3 Life Safety 3rd floor
Plan36	LS3.4 Life Safety 4th floor
Plan37	LS3.5 Life safety 5th floor
Plan38	LS3.6 Life Safety 6th floor
Plan39	LS3.7 Life safety 7th floor

From: Tom Errico <thomas.errico@tylin.com>
To: Shukria Wiar <SHUKRIAW@portlandmaine.gov>
CC: David Margolis-Pineo <DMP@portlandmaine.gov>, Katherine Earley <KAS@portlandmaine.gov>, Jeremiah Bartlett <JBartlett@portlandmaine.gov>, Jeff Tarling <JST@portlandmaine.gov>
Date: 3/3/2016 10:36 AM
Subject: 443 Congress Street - Final Traffic Comments

Shukria - I have reviewed the application materials for the above project and I find it to be acceptable with the following comment.

* The sidewalk ramp at the northeast corner of the Congress Street/Elm Street intersection (at the corner of the proposed project) does not meet ADA standards and thus improvements are required. Given the urban location, the modification of the corner is complicated and requires utility changes, signal equipment changes and sidewalk and curbing modifications. Accordingly, a cost-sharing plan is suggested. The City is in the process of implementing corridor-wide transit improvements along Congress Street and it is suggested that the applicant contribute $5,000 towards this required improvement. The City will be responsible for all costs to design and fully implement the improvements.

If you have any questions or comments, please contact me.

Best regards,

Thomas A. Errico, PE
Senior Associate
Traffic Engineering Director
[T.Y. Lin International]T.Y. Lin International
12 Northbrook Drive
Falmouth, ME 04105
207.781.4721 (main)
207.347.4354 (direct)
207.400.0719 (mobile)
207.781.4753 (fax)
thomas.errico@tylin.com<mailto:thomas.errico@tylin.com>
Visit us online at www.tylin.com<http://www.tylin.com>
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"One Vision, One Company"

Please consider the environment before printing.

Portland, Maine | Yes. Life's good here.

Planning & Urban Development Department

To: Shukria Wiar, Planner, Planning & Urban Development Department

From: Tyler Norod, Housing Planner, Housing & Community Development Division

Date: March 2, 2016

Subject: 443 Congress Street – Inclusionary Zoning Conditional Use

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Conditional Use is authorized by Division 30, Section 14-487, Ensuring Workforce Housing, to secure the creation of Workforce Housing Units as part of new residential projects that propose 10 or more units. The ordinance requires a minimum of 10% of the project to be restricted for Workforce Households and that the number of bedrooms required under Section 14-487(e)3 be at least 10% of the total number of bedrooms made available as part of the project. The project located at 443 Congress Street proposes the creation of 28 units of rental housing consisting of four (4) studios, sixteen (16) one-bedroom units, and eight (8) two-bedroom units. As apartments for rent, the designated Workforce Units will be restricted to households earning up to 100% of Area Median Income (AMI). Based on the requirements outlined in Section 14-487, the project is required to provide a minimum of two (2) workforce units and four (4) bedrooms. The Applicant has elected to provide four (4) Workforce Units on-site consisting of two (2) studios and two (2) one-bedroom units to satisfy the ordinance's minimum requirements. As such, the project has met the minimum requirements set forth in Section 14-487.

Staff recommends the Board Approve this Conditional Use provided the Applicant and the City enter into an agreed upon Affordable Housing Agreement (AHA) before a Building Permit may be issued. The Affordable Housing Agreement will outline the details of the affordability restrictions placed on the Workforce Units and will be filed as covenant to the property's deed with the Cumberland County Registry of Deeds before a Certificate of Occupancy may be issued. It should be noted that this project filed its application prior to the Board's recent approval of the Inclusionary Zoning Implementation Regulations on February 23, 2016. Staff has been working with the Applicant to establish clear expectations for what the AHA will entail. It is expected that the AHA will align closely with the draft regulations reviewed and approved by the Board.

Sincerely,

Tyler Norod
Housing Planner

From: David Margolis-Pineo
To: Shukria Wiar
Date: 3/2/2016 5:02 PM
Subject: Re: Wastewater Capacity Application Approval for 443 Congress St - Residential Housing

February 23, 2016

RE: The Capacity to Handle Wastewater Flows from 443 Congress Street - Conversion to 28 Living Units.

Dear Mr. Benthien: (josh@northlandus.com)

The Department of Public Works, which includes the Water Resource Division has reviewed and determined that the downstream sewers from 443 Congress St. has the capacity to convey the estimated 3,840 gpd of proposed wastewater which will be generated from this facility. You are reminded that the city sewer you are proposing to connect is combined and therefore a backflow preventer is required.

As you may be aware, any addition of wastewater flows in this drainage area will have an impact on CSO discharge volumes into Back Cove. To help offset the increase in proposed wastewater addition to the sanitary sewer, we are asking that the roof drains from this building, if currently connected to the sewer, be redirected from the sewer to the ground and allow to drain to the street.

If the City can be of further assistance, please call me at 874-8850 or 400-6695.
Sincerely,

CITY OF PORTLAND

David Margolis-Pineo
Deputy City Engineer

Anticipated Wastewater Flows from 443 Congress St – Multi-Unit Residential / Commercial/Mix Use:
Four - Studio(one bedroom) & 16 One Bedroom Units @ 120 gpd/unit = 2,400 gpd
Eight – Two bedroom Units at 180 gpd/unit = 1,440 gpd
Total = 3,840 gpd

Jeffrey Levine, Director, Department of Planning and Urban Development, City of Portland
Barbara Barhydt, Development Review Services Mgr., Dep't. of Planning and Urban Development, City of Portland
Nell Donaldson, Department of Planning and Urban Development, City of Portland
Shukria Wiar, Planner, Department of Planning and Urban Development, City of Portland
Jean Fraser, Planner, Department of Planning and Urban Development, City of Portland
Rick Knowland, Planner, Department of Planning and Urban Development, City of Portland
Nancy Gallinaro, Water Resources Manager
Benjamin N. Pearson, Industrial Pretreatment Coordinator, City of Portland
Rachel Smith, Assistance Industrial Pretreatment Coordinator, City of Portland
John Emerson, Wastewater Coordinator, City of Portland
Scott Firmin, Director of Wastewater, Portland Water District
Will Bennett – Bennett Engineering
Josh Benthien josh@northlandus.com
Brad Fries brad@northlandus.com

CITY OF PORTLAND, MAINE
HISTORIC PRESERVATION BOARD

Scott Benson, Chair
Bruce Wood, Vice Chair
Glenn Harmon
Ted Oldham
Penny Pollard
Julia Sheridan
John Turk

March 3, 2016

Brad Fries
Northland Enterprises, LLC
17 South Street
Portland, Maine 04101

Re: 443 Congress Street – exterior alterations (window replacement, rear residential entrance with canopy)

Dear Mr. Fries,

This office has approved your application on behalf of Northland Enterprises to replace all third through seventh floor windows, and create a new entrance on the north (or rear) of the Clapp Memorial Building at 443 Congress Street. Approval is based on the plans and specifications included in the application dated January 11, 2016, and is subject to the following conditions:

1. HP staff understands that the proposed windows will follow the pattern of the larger prototype (to the left as viewed from the interior,) which completely fills the masonry opening and has less filler material around the frame – just a clad brickmould and sill.
2. Applicant is to inform HP staff if and when second floor windows are to be added to the program for replacement.
3. Window glass is to appear clear: un-tinted and non-reflective, with a VTR of .7 or greater.

All improvements shall be carried out as shown in the plans and specifications submitted to staff on 1/11/16, except as specified above. Changes to the approved plans and specifications and any additional work that may be undertaken must be reviewed and approved by this office prior to construction, alteration, or demolition. If, during the course of completing the approved work, conditions are encountered which prevent completing the approved work, or which require additional or alternative work, you must apply for and receive a Certificate of Appropriateness or Non-Applicability PRIOR to undertaking additional or alternative work. This Certificate is

granted upon condition that the work authorized herein is commenced within twelve (12) months after the date of issuance. If the work authorized by this Certificate is not commenced within twelve (12) months after the date of issuance or if such work is suspended in significant part for a period of one year after the time the work is commenced, such Certificate shall expire and be of no further effect; provided that, for cause, one or more extensions of time for periods not exceeding ninety (90) days each may be allowed in writing by the Department.

Sincerely,

Robert Wiener

Robert Wiener, Preservation Compliance Coordinator

Cc: Pandika Pleqi, Winton Scott Architects
Josh Benthien, Northland Enterprises
Shukria Wiar, City of Portland Planning Department
Deb Andrews, Historic Preservation Program Manager

January 11, 2016

Ms. Barbara Barhydt
City of Portland
Planning Division
Portland City Hall, 4th Floor
389 Congress Street
Portland, ME 04101

WSA
winton scott
architects

RE: Level III Development Review Application: 443 Congress Apartments at 443 Congress Street, Portland, 04101

Dear Ms. Barhydt,

Enclosed please find a completed Level III Development Review Application along with required supporting documents and drawings for the above referenced project.

The project involves renovation of upper 4 floors, total of 27,000 SF of the said building and conversion of what is currently business space to 28 apartments. The exterior work consist on window replacement on the upper 5 floors and selective replacement on the 2nd floor.

The existing building is on the Historic District and B3 Zone. The project will apply for State and Federal Historic Tax Credits. The building has passed Historic Review Part I at NPS.

A more complete project description addressing specific submission requirements of the application is included in the following pages.

Sincerely,

Pandika Pleqi, Associate
Winton Scott Architects, PA

For:

Owner: JJR 443 Congress, LLC

Applicant: Northland Enterprises, LLC

Level III Development Review Application
January 11, 2016

1. Written Project Description:

A. General Context and Project Intent:

The project involves renovation of upper 4 floors of the existing building at 443 Congress Street and conversion of business space to 28 apartments, consisting of 4 studio apartments, 8 two bedroom apartments, and 16 one bedroom apartments.

As shown on the attached drawings the space to be renovated is a business use, currently vacant. Floors 1 thru 3 are business use and will be remaining as such. The current tenants are Chamber of Commerce on the 1st floor and Planned Parenthood of New England on the 2nd and 3rd floors.

The business floors will continue to use the existing front entrances. A new entrance is proposed on the North side of the building on the current driveway. This will be the primary residential entrance, however the business space has access to this for additional exit.

B. Utilities:

The renovated space will tie to existing utility systems including water, sanitary, natural gas, and electrical. Based on design and attached letters from respective utility companies the current capacity of all utilities is sufficient to support the change of use to new 28 apartment units. See documents attached to application - letters from engineer of records and utility companies.

C. Parking:

The site currently includes a small paved area running along the north side with 5 designated parking spaces, which are currently used by the business tenants. Further the property is entitled to a minimum of 50 and up to 80 parking spaces at the City's Parking Garage adjacent to the building according to a deeded agreement. Per City Ordinance Section 14-332.1 (e) no off-street parking is required on B3 zone for change of use, however parking would be available to tenants through the rental agreement with the Owner, should the tenants choose to use the garage for parking.
No existing bike parking is available on site, and none is proposed. There are 4 bike storage rooms proposed in each of the residential floors, which will be available to residential tenants.

2. Evidence of Right, Title, and Interest:

The property is owned by JJR 443 Congress, LLC. Information and documentation on the property rights are attached to this application. See document "Deed of Sale by Trustees" attached to Application

3. Evidence of State and/or Federal Permits:

As the project is minor in nature regarding site planning, occupies currently improved site, does not propose an increase to existing impervious areas, new storm drainage plan, or new traffic patterns, it is not anticipated that State or Federal permits are required.

4. Zoning Summary:

- Zone: The project site is within B3 Zone.
- Use: General Business and Residential are allowable use in the B3 Zone.
- Minimum Lot Size: none - existing, no change
- Max Lot Coverage: 100% - existing, no change
- Building Height: existing, no change
- Setbacks: none - existing, no change
- Parking: No off-street paring is required for change of use.

5. Summary of Easements, Covenants, Rights of Way:

Drawing C1.0 Survey Plan, by Sitelines PA, provides information on existing burdens on the site. No new easements or change of right of ways are proposed

6. Evidence of Financial and Technical Capacity:

See document 'Letter from Saco & Biddeford Savings Institution' attached to Application for evidence of financial capacity.

7. Construction Management Plan:

Method of delivery will be Construciton Management contract. Owner intents to hire a construction management firm to oversee construction of the project from design conception through the completion of construction. See document "Proposed Construction Managment Plan" attached to Application for detailed narrative of CMP.

8. Traffic Study/Transportation Plan:

The project is minor and the change of use from business to residential lowers the occupancy capacity. Therefore it will not result in any significant change to existing trip generation counts to and from site.

9. Summary of Natural Features:

The project site is located at the corner of Congress and Elm streets and is occupied by the existing historic 7 story building in its majority. A driveway and 5 parking spaces lay on the north side of the property bordering the Freshman Alley and the City's Parking Garage. Building is attached to the adjacent existing building on the East side. There are no natural features on site. Any proposed work will be done within the existing structure and impervious area of the site

10. Stormwater Management Plan:

There are no proposed changes on the current site. The proposed entrance porch is located on an existing paved area, so there will be no addition of any impervious area, therefore no new impact on existing stormwater runoff.

11. Consistency with City Master Plans:

The project is in an existing building consistent with the zoning. The proposed renovation complies with City Master Plan requirements for use and density.

12. Evidence of Utility Capacity to Serve:

The building is served by 6" water main and a 250 Amp electrical service, and is connected to city sewer system. The existing electrical service, water supply and sewer systems have been evaluated by project engineers and it has been determined that sufficient capacity exists to serve the proposed 28 apartments in addition to current businesses occupying bottom 3 floors. See documents attached to Application- letters from engineer of records, respective utility companies and City of Portland Water Capacity Application for evidence of capacity to serve.

13. Summary of Solid Waste Generation:

Solid waste and recycling will be stored in onsite dumpsters that will be served by a waste removal vendor, hired by Owner. See document "Proposed Waste Managment Plan" attached to application for detailed information on solid waste management.

14. Code Summary (NFPA / IBC / PFD Technical Standards):

Construction Type: II(000) / IIB - Existing, no change proposed

Occupancy: Business and Multifamily Residential Use

Occupant Load (IBC)

- Floors 1-3 existing Business use 100 sf / person -no change proposed
- Floors 4-7 proposed change to Residential use 200 sf /person: 5,775 SF = 28 people / floor

Protection: Building is protected by supervised sprinkler and fire alarm systems. Floors 6 and 7 will have new sprinkler system designed per NFPA 13.

Exiting: There are two existing stairs that connect all 7 floors. One of them access the roof. All floors have access to both stars for exiting the building.

Exit Doors - All exit interior and exterior doors are equipped with panic hardware per applicable codes

15. Consistency with City of Portland Design Manual:

The proposed renovation consists of window replacement in exterior and full renovation on the 4 upper floors and conversion to residential units. The proposed design is consistent with City of Portland Design Manual requirements

16. Manufacturer's verification that HVAC Equipments meets applicable State & Federal emissions requirements:

See specifications from equipment manufacturers on Commercial Gas Water Heater attached to Application.

Att. B

Portland, Maine — Yes. Life's good here.

Jeff Levine, AICP, Director
Planning & Urban Development Department

Electronic Signature and Fee Payment Confirmation

Notice: Your electronic signature is considered a legal signature per state law.

By digitally signing the attached document(s), you are signifying your understanding this is a legal document and your electronic signature is considered a ***legal signature*** per Maine state law. You are also signifying your intent on paying your fees by the opportunities below.

I, the undersigned, intend and acknowledge that no Site Plan or Historic Preservation Applications can be reviewed until payment of appropriate application fees are ***paid in full*** to the Inspections Office, City of Portland Maine by method noted below:

- [x] Within 24-48 hours, once my complete application and corresponding paperwork has been electronically delivered, I intend to **call the Inspections Office** at 207-874-8703 and speak to an administrative representative and provide a credit/debit card over the phone.
- [ ] Within 24-48 hours, once my application and corresponding paperwork has been electronically delivered, I intend to **call the Inspections Office** at 207-874-8703 and speak to an administrative representative and provide a credit/debit card over the phone.
- [ ] I intend to deliver a payment method through the U.S. Postal Service mail once my application paperwork has been electronically delivered.

Applicant Signature: _____ Date: 1/11/16

I have provided digital copies and sent them on: _____ Date: 1/12/2016

NOTE: All electronic paperwork must be delivered to buildinginspections@portlandmaine.gov or by physical means i.e. a thumb drive or CD to the Inspections Office, City Hall, 3rd Floor, Room 315.

Level III – Preliminary and Final Site Plans
Development Review Application
Portland, Maine

Planning and Urban Development Department
Planning Division

Portland's Planning and Urban Development Department coordinates the development review process for site plan, subdivision and other applications under the City's Land Use Code. Attached is the application form for a Level III: Preliminary or Final Site Plan. Please note that Portland has delegated review from the State of Maine for reviews under the Site Location of Development Act, Chapter 500 Stormwater Permits, and Traffic Movement Permits.

Level III: Site Plan Development includes:

- New structures with a total floor area of 10,000 sq. ft. or more except in Industrial Zones.
- New structures with a total floor area of 20,000 sq. ft. or more in Industrial Zones.
- New temporary or permanent parking area(s) or paving of existing unpaved parking areas for more than 75 vehicles.
- Building addition(s) with a total floor area of 10,000 sq. ft. or more (cumulatively within a 3 year period) except in Industrial Zones.
- Building addition(s) with a total floor area of 20,000 sq. ft. or more in Industrial Zones.
- A change in the use of a total floor area of 20,000 sq. ft. or more in any existing building (cumulatively within a 3 year period).
- Multiple family development (3 or more dwelling units) or the addition of any additional dwelling unit if subject to subdivision review.
- Any new major or minor auto business in the B-2 or B-5 Zone, or the construction of any new major or minor auto business greater than 10,000 sq. ft. of building area in any other permitted zone.
- Correctional prerelease facilities.
- Park improvements: New structures greater than 10,000 sq. ft. and/or facilities encompassing 20,000 sq. ft. or more (excludes rehabilitation or replacement of existing facilities); new nighttime outdoor lighting of sports, athletic or recreation facilities not previously illuminated.
- Land disturbance of 3 acres or more (includes stripping, grading, grubbing, filling or excavation).

Portland's development review process and requirements are outlined in the Land Use Code (Chapter 14) which is available on our website:

Land Use Code: http://me-portland.civicplus.com/DocumentCenter/Home/View/1080
Design Manual: http://me-portland.civicplus.com/DocumentCenter/View/2355
Technical Manual: http://me-portland.civicplus.com/DocumentCenter/View/2356

Planning Division
Fourth Floor, City Hall
389 Congress Street
(207) 874-8719

Office Hours
Monday thru Friday
8:00 a.m. – 4:30 p.m.

Updated: October 6, 2015

PROJECT NAME: 443 CONGRESS

PROPOSED DEVELOPMENT ADDRESS:

443 CONGRESS STREET, PORTLAND ME, 04101

PROJECT DESCRIPTION:

PARTIAL RENOVATION OF EXISTING BUILDING AND CONVERSION
TO 28 RESIDENTIAL UNITS ON FLOORS 4 THRU 7

CHART/BLOCK/LOT: 027 B002001

PRELIMINARY PLAN N/A (date)
FINAL PLAN 01/11/2016 (date)

CONTACT INFORMATION:

Applicant – must be owner, Lessee or Buyer Name: NORTHLAND ENTERPRISES, LLC Business Name, if applicable: Address: 17 SOUTH STREET, 3RD FLOOR City/State : PORTLAND, ME Zip Code: 04101	**Applicant Contact Information** Work # 207-780-0223 Home# Cell # Fax# e-mail: BRAD@NORTHLANDUS.COM
Owner – (if different from Applicant) Name: JJR 443 CONGRESS, LLC Address: 17 SOUTH STREET, 3RD FLOOR City/State : PORTLAND, ME Zip Code: 04101	**Owner Contact Information** Work # 207-780-0223 Home# Cell # Fax# e-mail: JOSH@NORTHLANDUS.COM
Agent/ Representative Name: ALAN NICHOLS DEVELOPMENT SERVICES OF NEW ENGLAND Address: 37 PINE STREET City/State : FREEPORT, ME Zip Code: 04032	**Agent/Representative Contact information** Work # Cell # 207-552-0688 e-mail: ANICHOLS@DEVELOPMENTSVCS.COM
Billing Information Name: JJR 443 CONGRESS, LLC Address: 17 SOUTH STREET, 3RD FLOOR City/State : PORTLAND, ME Zip Code: 04101	**Billing Information** Work # 207-780-0223 Cell # Fax# e-mail: BRAD@NORTHLANDUS.COM

Engineer	Engineer Contact Information
Name: BENNETT ENGINEERING Address: 7 BENNETT ROAD City/State : YARMOUTH, ME Zip Code: 04096	Work # 207-865-9475 Cell # Fax# e-mail: WILL@BENNETTENGINEERING.NET
Surveyor	**Surveyor Contact Information**
Name: SITELINES, PA Address: 8 CUMBERLAND ST City/State : BRUNSWICK, ME Zip Code: 04011	Work # нлттнрмнлл Cell # Fax# e-mail: KCLARK@SITELINESPA.COM
Architect	**Architect Contact Information**
Name: WINTON SCOTT ARCHITECTS, PA Address: 5 MILK ST, FLOOR 4 City/State : PORTLAND, ME Zip Code: 04101	Work # 207-774-4811 EXT 4 Cell # Fax# e-mail: PPLEQI@WINTONSCOTT.COM
Attorney	**Attorney Contact Information**
Name: MURRAY PWMB & MURRAY Address: 75 PEARL ST City/State : PORTLAND, ME Zip Code: 04101	Work # 207-523-8210 Cell # Fax# e-mail: DAA@MPMLAW.COM

APPLICATION FEES:
Check all reviews that apply. (Payment may be made by Credit Card, Cash or Check payable to the City of Portland.)

Level III Development (check applicable reviews)
√ Less than 50,000 sq. ft. ($500.00)
___ 50,000 - 100,000 sq. ft. ($1,000)
___ 100,000 – 200,000 sq. ft. ($2,000)
___ 200,000 – 300,000 sq. ft. ($3,000)
___ over 300,00 sq. ft. ($5,000)
___ Parking lots over 11 spaces ($1,000)
___ After-the-fact Review ($1,000.00 plus applicable application fee)

Plan Amendments (check applicable reviews)
___ Planning Staff Review ($250)
___ Planning Board Review ($500)
_____

The City invoices separately for the following:

- Notices ($.75 each)
- Legal Ad (% of total Ad)
- Planning Review ($40.00 hour)
- Legal Review ($75.00 hour)

Third party review fees are assessed separately. Any outside reviews or analysis requested from the Applicant as part of the development review, are the responsibility of the Applicant and are separate from any application or invoice fees.

Other Reviews (check applicable reviews)

___ Traffic Movement ($1,000)
___ Stormwater Quality ($250)
___ Subdivisions ($500 + $25/lot)
# of Lots ___ x $25/lot = _____
___ Site Location ($3,000, except for residential projects which shall be $200/lot)
# of Lots ___ x $200/lot = _____
___ Other _____
√ Change of Use
___ Flood Plain
___ Shoreland
√ Design Review
___ Housing Replacement
√ Historic Preservation

Updated: October 6, 2015

APPLICATION SUBMISSION:

1. All site plans and written application materials must be submitted electronically on a CD or thumb drive with each plan and each document submitted as separate files. Naming conventions for the individual files can be found on the **Electronic Plan and Document Submittal** page of the City's website at http://me-portland.civicplus.com/764/Electronic-Plan-and-Document-Submittal

2. **In addition, one (1) paper set of the plans (full size), one (1) paper set of plans (11 x 17), paper copy of written materials, and the application fee must be submitted to the Building Inspections Office to start the review process.**

The application must be complete, including but not limited to the contact information, project data, application checklists, wastewater capacity, plan for fire department review, and applicant signature. The submissions shall include one (1) paper packet with folded plans containing the following materials:

1. **One (1) full size site plans** that must be **folded.**
2. One (1) copy of all written materials or as follows, unless otherwise noted:
   a. Application form that is completed and signed.
   b. Cover letter stating the nature of the project.
   c. All Written Submittals (Sec. 14-525 2. (c), including evidence of right, title and interest.
3. A stamped standard boundary survey prepared by a registered land surveyor at a scale not less than one inch to 50 feet.
4. Plans and maps based upon the boundary survey and containing the information found in the attached sample plan checklist.
5. One (1) set of plans reduced to 11 x 17.

Please refer to the application checklist (attached) for a detailed list of submission requirements.

APPLICANT SIGNATURE:

I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the Planning Authority and Code Enforcement's authorized representative shall have the authority to enter all areas covered by this permit at any reasonable hour to enforce the provisions of the codes applicable to this permit.

This application is for a Level III Site Plan review. It is not a permit to begin construction. An approved site plan, a Performance Guarantee, Inspection Fee, Building Permit, and associated fees will be required prior to construction. Other Federal, State or local permits may be required prior to construction, which are the responsibility of the applicant to obtain.

Signature of Applicant:	Date:
	1/11/16

PROJECT DATA

The following information is required where applicable, in order to complete the application.

Total Area of Site	8,577 sq. ft.
Proposed Total Disturbed Area of the Site	45 sq. ft.
If the proposed disturbance is greater than one acre, then the applicant shall apply for a Maine Construction General Permit (MCGP) with DEP and a Stormwater Management Permit, Chapter 500, with the City of Portland.	
Impervious Surface Area	
Impervious Area (Total Existing)	2,347 sq. ft.
Impervious Area (Total Proposed)	2,347 sq. ft.
Building Ground Floor Area and Total Floor Area	
Building Footprint (Total Existing)	6,230 sq. ft.
Building Footprint (Total Proposed)	6,275 sq. ft.
Building Floor Area (Total Existing)	49,840 sq. ft.
Building Floor Area (Total Proposed)	49,885 sq. ft.
Zoning	
Existing	B3
Proposed, if applicable	n/a
Land Use	
Existing	COMMERCIAL
Proposed	COMMERCIAL / RESIDENTIAL
Residential, If applicable	
# of Residential Units (Total Existing)	0
# of Residential Units (Total Proposed)	28
# of Lots (Total Proposed)	0
# of Affordable Housing Units (Total Proposed)	0
Proposed Bedroom Mix	
# of Efficiency Units (Total Proposed)	4
# of One-Bedroom Units (Total Proposed)	16
# of Two-Bedroom Units (Total Proposed)	8
# of Three-Bedroom Units (Total Proposed)	0
Parking Spaces	
# of Parking Spaces (Total Existing)	5
# of Parking Spaces (Total Proposed)	0
# of Handicapped Spaces (Total Proposed)	0
Bicycle Parking Spaces	
# of Bicycle Spaces (Total Existing)	0
# of Bicycle Spaces (Total Proposed)	0
Estimated Cost of Project	$2,000,000

PRELIMINARY PLAN (Optional) - Level III Site Plan			
Applicant Checklist	Planner Checklist	# of Copies	**GENERAL WRITTEN SUBMISSIONS CHECKLIST**
		1	Completed Application form
		1	Application fees
		1	Written description of project
		1	Evidence of right, title and interest
		1	Evidence of state and/or federal approvals, if applicable
		1	Written assessment of proposed project's compliance with applicable zoning requirements
		1	Summary of existing and/or proposed easement, covenants, public or private rights-of-way, or other burdens on the site
		1	Written requests for waivers from site plan or technical standards, if applicable.
		1	Evidence of financial and technical capacity
		1	Traffic Analysis (may be preliminary, in nature, during the preliminary plan phase)
Applicant Checklist	Planner Checklist	# of Copies	**SITE PLAN SUBMISSIONS CHECKLIST**
		1	Boundary Survey meeting the requirements of Section 13 of the City of Portland's Technical Manual
		1	**Preliminary Site Plan including the following: (information provided may be preliminary in nature during preliminary plan phase)**
		Proposed grading and contours;	
		Existing structures with distances from property line;	
		Proposed site layout and dimensions for all proposed structures (including piers, docks or wharves in Shoreland Zone), paved areas, and pedestrian and vehicle access ways;	
		Preliminary design of proposed stormwater management system in accordance with Section 5 of the Technical Manual (note that Portland has a separate applicability section);	
		Preliminary infrastructure improvements;	
		Preliminary Landscape Plan in accordance with Section 4 of the Technical Manual;	
		Location of significant natural features (including wetlands, ponds, watercourses, floodplains, significant wildlife habitats and fisheries or other important natural features) located on the site as defined in Section 14-526 (b) (1);	
		Proposed buffers and preservation measures for significant natural features, as defined in Section 14-526 (b) (1);	
		Location , dimensions and ownership of easements, public or private rights of way, both existing and proposed;	
		Exterior building elevations.	

FINAL PLAN - Level III Site Plan			
Applicant Checklist	Planner Checklist	# of Copies	**GENERAL WRITTEN SUBMISSIONS CHECKLIST (* If applicant chooses to submit a Preliminary Plan, then the * items were submitted for that phase and only updates are required)**
√		1	* Completed Application form
owner will call		1	* Application fees
√		1	* Written description of project
√		1	* Evidence of right, title and interest
n/a		1	* Evidence of state and/or federal permits
√		1	* Written assessment of proposed project's specific compliance with applicable Zoning requirements
n/a		1	* Summary of existing and/or proposed easements, covenants, public or private rights-of-way, or other burdens on the site
√		1	* Evidence of financial and technical capacity
√		1	Construction Management Plan
n/a		1	A traffic study and other applicable transportation plans in accordance with Section 1 of the technical Manual, where applicable.
n/a		1	Written summary of significant natural features located on the site (Section 14-526 (b) (a))
n/a		1	Stormwater management plan and stormwater calculations
√		1	Written summary of project's consistency with related city master plans
√		1	Evidence of utility capacity to serve
√		1	Written summary of solid waste generation and proposed management of solid waste
√		1	A code summary referencing NFPA 1 and all Fire Department technical standards
√		1	Where applicable, an assessment of the development's consistency with any applicable design standards contained in Section 14-526 and in City of Portland Design Manual
√		1	Manufacturer’s verification that all proposed HVAC and manufacturing equipment meets applicable state and federal emissions requirements.

Applicant Checklist	Planner Checklist	# of Copies	**SITE PLAN SUBMISSIONS CHECKLIST** **(* If applicant chooses to submit a Preliminary Plan, then the * items were submitted for that phase and only updates are required)**
√		1	* Boundary Survey meeting the requirements of Section 13 of the City of Portland's Technical Manual
		1	**Final Site Plans including the following:**
√		Existing and proposed structures, as applicable, and distance from property line (including location of proposed piers, docks or wharves if in Shoreland Zone);	
√		Existing and proposed structures on parcels abutting site;	
√		All streets and intersections adjacent to the site and any proposed geometric modifications to those streets or intersections;	
√		Location, dimensions and materials of all existing and proposed driveways, vehicle and pedestrian access ways, and bicycle access ways, with corresponding curb lines;	
n/a		Engineered construction specifications and cross-sectional drawings for all proposed driveways, paved areas, sidewalks;	
n/a		Location and dimensions of all proposed loading areas including turning templates for applicable design delivery vehicles;	
n/a		Existing and proposed public transit infrastructure with applicable dimensions and engineering specifications;	
n/a		Location of existing and proposed vehicle and bicycle parking spaces with applicable dimensional and engineering information;	
√		Location of all snow storage areas and/or a snow removal plan;	
n/a		A traffic control plan as detailed in Section 1 of the Technical Manual;	
n/a		Proposed buffers and preservation measures for significant natural features, where applicable, as defined in Section 14-526(b)(1);	
n/a		Location and proposed alteration to any watercourse;	
n/a		A delineation of wetlands boundaries prepared by a qualified professional as detailed in Section 8 of the Technical Manual;	
n/a		Proposed buffers and preservation measures for wetlands;	
n/a		Existing soil conditions and location of test pits and test borings;	
n/a		Existing vegetation to be preserved, proposed site landscaping, screening and proposed street trees, as applicable;	
n/a		A stormwater management and drainage plan, in accordance with Section 5 of the Technical Manual;	
n/a		Grading plan;	
n/a		Ground water protection measures;	
n/a		Existing and proposed sewer mains and connections;	

- Continued on next page -

√		Location of all existing and proposed fire hydrants and a life safety plan in accordance with Section 3 of the Technical Manual;
√		Location, sizing, and directional flows of all existing and proposed utilities within the project site and on all abutting streets;
√		Location and dimensions of off-premises public or publicly accessible infrastructure immediately adjacent to the site;
√		Location and size of all on site solid waste receptacles, including on site storage containers for recyclable materials for any commercial or industrial property;
√		Plans showing the location, ground floor area, floor plans and grade elevations for all buildings;
n/a		A shadow analysis as described in Section 11 of the Technical Manual, if applicable;
n/a		A note on the plan identifying the Historic Preservation designation and a copy of the Application for Certificate of Appropriateness, if applicable, as specified in Section Article IX, the Historic Preservation Ordinance;
√		Location and dimensions of all existing and proposed HVAC and mechanical equipment and all proposed screening, where applicable;
√		An exterior lighting plan in accordance with Section 12 of the Technical Manual;
n/a		A signage plan showing the location, dimensions, height and setback of all existing and proposed signs;
√		Location, dimensions and ownership of easements, public or private rights of way, both existing and proposed.

PORTLAND FIRE DEPARTMENT
SITE REVIEW
FIRE DEPARTMENT CHECKLIST

A separate drawing[s] shall be provided as part of the site plan application for the Portland Fire Department's review.

1. Name, address, telephone number of applicant
   Northland Enterprises, LLC
   17 South Street, Portland, ME, 04101 / 207-780-0223
   Contact: Brad Fries
2.
3. Name address, telephone number of architect
   Winton Scott Architects, PA
   5 Milk Street, Portland, ME, 04101 / 207-774-4811 ext 4
   Contact: Pandika Pleqi
4. Proposed uses of any structures [NFPA and IBC classification]
5. See Plans and Application Cover Letter
6. Square footage of all structures [total and per story]
   See Plans
7. Elevation of all structures
8. Proposed fire protection of all structures Building is currently sprinkled. The system will be upgraded to new standards
   - ***<u>As of September 16, 2010 all new construction of one and two family homes are required to be sprinkled in compliance with NFPA 13D. This is required by City Code. (NFPA 101 2009 ed.)</u>***
9. Hydrant locations
   See Site Plan
10. Water main[s] size and location
    See Site Plan
11. Access to all structures [min. 2 sides]
    See Site Plan
12. A code summary shall be included referencing NFPA 1 and all fire department. Technical standards.
    See Plans and Application Cover Letter

Some structures may require Fire flows using annex H of NFPA 1

Doc#: 10950 Bk:28544 Pg: 164

DEED OF SALE BY TRUSTEES

MAINE REAL ESTATE TAX PAID

KNOW ALL PERSONS BY THESE PRESENTS, THAT SIDNEY St. F. THAXTER and ROBERT E. STEVENS, TRUSTEES OF THE MARY J. E. CLAPP TRUST under the will of Mary J. E. Clapp dated July 14, 1917, having been appointed trustees by orders of Judges of the Probate Court of Cumberland County, copies of which appointment orders being recorded in Cumberland County Registry of Deeds in Book 1379, Page 277 and Book 1443, Page 579, by the power conferred by the Probate Code and pursuant to authorization of sale by the order of February 4, 2011 of the Judge of Probate in the matter titled In Re CLAPP ESTATE TRUST, Probate Court Docket No. 1912-0220, whose mailing address is c/o Curtis Thaxter, One Canal Plaza, Portland, Maine, 04101 FOR CONSIDERATION PAID, grant to JJR 443 CONGRESS STREET, LLC, a Maine limited liability company, whose mailing address is 134 Sheridan Street, Portland, Maine 04101 the following described real property located in Portland, Cumberland County, Maine:

Beginning at the easterly corner of Elm Street where it adjoins and marks a corner at back street (n/k/a Congress Street); thence running by the easterly side of Elm Street to Cumberland Street, n/k/a Cumberland Avenue; thence by Cumberland Street to the land now or formerly of the Reverend Dr. Deane; thence by land now or formerly of said Reverend Deane to back street aforesaid; thence by said back street to the corner first begun at.

The property is subject to the following outconveyances:

1. Deed from Asa W.H. Clapp to Nathaniel W. Morse, dated January 28, 1890 and recorded in the Cumberland County Registry of Deeds in Book 564, Page 438.

2. Taking by City of Portland against Sidney St. Felix Thaxter III and Robert E. Stevens, Successor Trustees under the Will of Mary J.E. Clapp, dated July 31, 1978 and recorded in said Registry of Deeds in Book 4289, Page 240.

3. Taking by City of Portland against Estate of Mary J.E. Clapp, dated July 18, 1988 and recorded in said Registry of Deeds in Book 8388, Page 267.

Meaning and intending to convey and hereby conveying a portion of the premises conveyed by Daniel Davis to Asa Clapp, dated April 20, 1804 and recorded in said Registry of Deeds in Book 52, Page 77. Mary J.E. Clapp derived her title as only living heir of Asa William Henry Clapp, who died on March 22, 1891. Asa William Henry Clapp derived his title as a surviving heir of Asa Clapp with his brother Charles Q. Clapp. Charles Q. Clapp released his interest to Asa William Henry Clapp by virtue of a deed, dated February 6, 1854 and recorded in said Registry of Deeds in Book 252, Page 66.

The property is conveyed subject to the requirement that the memorial plaque to the Clapp family, as described in the will of Mary J.E. Clapp, presently in place on the exterior of the building to the right hand side of the front entrance, be maintained there so long as the building exists.

IN WITNESS WHEREOF Sidney St. F. Thaxter and Robert E. Stevens, Trustees of the Mary J. E. Clapp Trust hereunto set their hands and seals this 24th day of February, 2011.

WITNESS:

Sidney S. F. Thaxter, and

Robert E. Stevens,
both as Trustees of the Mary J. E. Clapp Trust

STATE OF MAINE
COUNTY OF CUMBERLAND, SS. February 24, 2011

Personally appeared the above-named Sidney S. F. Thaxter and Robert E. Stevens, Trustees of the Mary J. E. Clapp Trust as aforesaid, and acknowledged the foregoing instrument to be their free acts and deeds in their said capacity.

Before me,

Notary Public/~~Attorney at Law~~

SEAL

AURALEE J. BUSSONE
Notary Public, Maine
My Commission Expires July 11, 2012

O \SST\Clapp Estate 15751-400\Trustee's Deed.doc

Received
Recorded Register of Deeds
Feb 24,2011 12:10:11P
Cumberland County
Pamela E. Lovley

AtAt. D

SACO & BIDDEFORD SAVINGS INSTITUTION

MAILING ADDRESS • 50 Industrial Park Rd, Saco, ME 04072 • 1-877-SACO-BID

December 8, 2015

Portland Planning Board
389 Congress Street
Portland, Me 04101

RE: JJR 443 Congress Street Renovations

Please be advised that Northland Enterprises has applied for a commercial loan for the renovations of 443 Congress Street into a mixed use office/apartment building.

Saco and Biddeford Savings Institution currently holds the first mortgage on 443 Congress Street and after careful review of the budget and proforma, we are excited about the opportunity to provide financing for the proposed renovations.

SBSI has worked with Northland Enterprises on many occasions and find them to be a very experienced Real Estate Developer with the knowledge and financial strength to complete this project.

Should you have any questions please feel free to contact me directly at (207) 602-7404 or jeanm@sbsavings.com.

Sincerely,

Michael Jean
VP/Business Loan Officer
2 Hannaford Drive
Westbrook, ME 04098

PROPOSED CONSTRUCTION MANAGEMENT PLAN FOR THE 443 CONGRESS ST HOUSING CONVERSION PROJECT

CONSTRUCTION MANAGEMENT NARRATIVE:

The owner intends to hire a construction management firm (CM) to oversee and manage the entirety of the project through to occupancy. The CM firm will consist of project management and field supervision staff working together based out of an on-site construction field office at the premises. A Senior Project Manager (PM) will be based out of the CM firm's home office while making frequent job site visits on a weekly basis to oversee the work. A Superintendent will be based out of the on-site field office full time throughout the duration of the project. Both the PM and Superintendent will attend weekly meetings with the owner and owner's construction representative to discuss coordination issues and observer progress.

The CM will oversee and coordinate all subcontractors, vendors and suppliers who will be hired through a competitive bid process where the owner will be intimately involved with the review and final negotiation of each divisional trade of construction. CM is responsible for providing a construction schedule highlighting the critical path of the project prior to work commencing as well as regular updates to the schedule on a monthly basis throughout the course of the construction.

The work involves a complete interior renovation of floors 4 through 7 of the existing building which will be converted into twenty eight (28) apartment units. New mechanical and electrical systems will be integrated into the existing building's operating systems to accommodate the newly renovated areas while also minimizing disruption to the existing occupied areas. Upgrades and modifications will be made to existing common areas of the building (ie – stairwells, lobbies, elevators, and entrances) to meet local codes and ordinances as required.

It is critical to the owner to minimize disruption to the existing tenants (ie – Portland Chamber of Commerce and Planned Parenthood of Northern New England) who occupy floors 1, 2 and 3. At no time during the construction will the proposed work impact these tenants from carrying out their daily operations.

Key issues to be managed during construction include:

- Public safety and continued accessibility within common areas of the building and exterior entrances
- Communication with existing commercial tenants

- Coordination for subcontractor material deliveries
- Management of existing rear driveway area to minimize disruption to commercial tenant employees parking within driveway area
- Laydown and material storage areas within the building
- Waste management
- Construction field office setup
- Snow plowing and removal

The CM will work with Code Enforcement and other local officials as needed for regularly required inspections.

CITY OF PORTLAND WASTEWATER CAPACITY APPLICATION

Department of Public Services,
55 Portland Street,
Portland, Maine 04101-2991

Date: 12/28/15

David Margolis-Pineo
Deputy City Engineer
207-874-8850
207-400-6696
dmp@portlandmaine.gov

1. Please, Submit Utility, Site, and Locus Plans.

Site Address: 443 Congress Street

Chart Block Lot Number: Map 27, Lot B-2, Bk 28553

Proposed Use: Mixed use; commercial/multi-unit residential
Previous Use: Commercial office only
Existing Sanitary Flows: 350 GPD
Existing Process Flows: 350 GPD
Description and location of City sewer that is to receive the proposed building sewer lateral.

4" DOMESTIC / 6" FIRE / 10" SEWER
ENTERS BLDG FROM ELM ST. ON SW SIDE

Site Category		
	Commercial *(see part 4 below)*	x
	Industrial *(complete part 5 below)*	
	Governmental	
	Residential	
	Other *(specify)*	

Clearly, indicate the proposed connections, on the submitted plans.

2. Please, Submit Contact Information.

City Planner's Name: Barbara Barhydt Phone: 207-874-8699
Owner/Developer Name: JJR 443 Congress LLC
Owner/Developer Address: 17 South Street, 3rd Floor Portland, ME 04101
Phone: 207-780-0223 Fax: N/A E-mail: brad@northlandus.com
Engineering Consultant Name: Bennett Engineering
Engineering Consultant Address: 7 Bennett Rd Freeport, ME 04032
Phone: 207-865-9475 Fax: 207-865-9475 E-mail: will@bennettengineering.net

Note: Consultants and Developers should allow +/- 15 days, for capacity status, prior to Planning Board Review.

3. Please, Submit Domestic Wastewater Design Flow Calculations.

Estimated Domestic Wastewater Flow Generated: 7,070 GPD
Peaking Factor/ Peak Times:
Specify the source of design guidelines: *(i.e.__"Handbook of Subsurface Wastewater Disposal in Maine," "Plumbers and Pipe Fitters Calculation Manual," __ Portland Water District Records, __ Other (specify)*

Note: Please submit calculations showing the derivation of your design flows, either on the following page, in the space provided, or attached, as a separate sheet.

4. Please, Submit External Grease Interceptor Calculations.

Total Drainage Fixture Unit (DFU) Values: _____

Size of External Grease Interceptor: _____

Retention Time: _____ N/A

Peaking Factor/ Peak Times: _____

Note: In determining your restaurant process water flows, and the size of your external grease interceptor, please use The Uniform Plumbing Code. Note: In determining the retention time, sixty (60) minutes is the minimum retention time. Note: Please submit detailed calculations showing the derivation of your restaurant process water design flows, and please submit detailed calculations showing the derivation of the size of your external grease interceptor, either in the space provided below, or attached, as a separate sheet.

5. Please, Submit Industrial Process Wastewater Flow Calculations

Estimated Industrial Process Wastewater Flows Generated: _____ GPD

Do you currently hold Federal or State discharge permits? Yes ____ No ____

Is the process wastewater termed categorical under CFR 40? N/A Yes ____ No ____

OSHA Standard Industrial Code (SIC): *(http://www.osha.gov/oshstats/sicser.html)*

Peaking Factor/Peak Process Times: _____

Note: On the submitted plans, please show where the building's domestic sanitary sewer laterals, as well as the building's industrial-commercial process wastewater sewer laterals exits the facility. Also, show where these building sewer laterals enter the city's sewer. Finally, show the location of the wet wells, control manholes, or other access points; and, the locations of filters, strainers, or grease traps.

Note: Please submit detailed calculations showing the derivation of your design flows, either in the space provided, or attached, as a separate sheet.

11/20/2015

John VanBrunt
Project Coordinator

Seabee Electric, Inc.
84 Pleasant Hill Rd.
Scarborough, Me. 04074
Sent via email to: Johnv@seabeeelectric.com

RE: Ability to Serve Letter 443 Congress Street, Portland, ME.

Dear Mr. VanBrunt:

CMP has the ability to serve the proposed project located at 443 Congress Street in Portland, Maine, in accordance with our CMP Handbook (web link below). We can provide you the desired capacity per your request and city approval, in accordance with our CMP Standards Handbook. Please note that final design and loadings will determine costs of the project. If you have any questions on the process, or need help in completion of the documents, please feel free to contact me.

New Service Milestones

- Call 1-800-565-3181 to establish a new account and an SAP work order.
- Submit any electronic drawings (PDF (preferred) or DWG files) of the site layout and proposed electrical connections if you have them.
- Submit Load information. Please complete this CMP spreadsheet using load information
- Submit the easement information worksheet. Please complete this CMP form and either email or fax back to us.
- Preliminary meetings with CMP to determine the details of job
- Field planner design appointment to cost out job and develop CMP Invoice.
- Submit invoice for payment.
- Easements signed and payment received.
- Job scheduled for completion after the electrical inspection has been received.

This process can take several months, depending upon several factors including transformer delivery, potential substation upgrades, return of completed paperwork, and other jobs in the system that may be ahead of yours. In addition, contact with the other utilities, including telephone and cable, should be commenced as soon as practical. They may have additional work or charges in addition to the CMP work required to bring your project on line.

For your convenience, here is a link to the CMP Website which contains our Handbook with details on most service requirements:

CMP Handbook of Standard Requirements

(http://www.cmpco.com/MediaLibrary/3/6/Content%20Management/YourAccount/PDFs%20and%20Docs/handbook.pdf)

If you have any questions, please contact me.

Regards,

Jamie

Jamie Cough
Energy Services Advisor
Central Maine Power Company
162 Canco Road
Portland, ME 04103
207-842-2367 office
207-458-0382 cell
207-626-4082 fax

CENTRAL MAINE
POWER

BENNETT ENGINEERING
MECHANICAL ▪ ELECTRICAL

28DEC15

City of Portland
Planning Division
389 Congress Street, 4th Floor
Portland, Maine 04101

Attn: Barbara Barhydt

Re: 443 Congress Street

Regarding the question of existing vs. new natural gas loads for the building:

1. The existing gas loads exceed the new gas loads as a result of the removal of a number of existing loads for a net reduction overall. See the following information.
2. The existing gas load is approximately 2520 Mbh, consisting of five (5) ton units with 100 mbh gas furnaces, four (3) units with 80 Mbh gas furnaces and boilers totaling 1700 Mbh.
3. The gas load will change as a result of adding two (2) 250 Mbh gas-fired water heaters and removing 660 Mbh of existing gas-fired equipment.
4. The net reduction in gas load is approximately 2520 Mbh-2360 Mbh=160 Mbh.

Let us know if you have any questions.

Stephen P. Doel, Vice President
BENNETT ENGINEERING, INC.

SPD/mmm
3814

7 Bennett Road, P.O. Box 297, Freeport, Maine 04032 207-865-9475 207-865-1800 (fax)

PROPOSED WASTE MANAGEMENT PLAN
FOR THE
443 CONGRESS ST HOUSING CONVERSION PROJECT

WASTE MANAGEMENT AND REMOVAL NARRATIVE:

This section provides estimates of solid waste generation during construction of the finished product and post-occupancy.

The project is expected to generate the following estimated volumes of solid waste during the demolition and construction of the project:

- 625 cubic yards of mixed demolition
- 360-420 cubic yards of mixed debris during construction
- ??? cubic yards per week of municipal solid waste during operation post-occupancy of the housing units and commercial tenant spaces

Solid Waste Generated During Construction/Demolition

It is anticipated that approximately 625 cubic yards of demolition debris will be generated during the initial phase of the project. Waste generated during ongoing construction activities is estimated to be in the range of 12-14 cubic yards per week of mixed debris. The project is expected to take approximately 7 months to complete.

The Construction Manager will be required to provide at least one (1) 30 cubic yard container or two (2) smaller containers including segregation for disposal. The rear driveway area of the site is the only area designated for dumpster containers which is limited.

Solid Waste Generated Post-Occupancy (after construction)

Waste generated post-construction once the housing units are occupied will consist of one (1) 10 cubic yard trash container and one (1) 4 cubic yard recycling container located in the rear driveway adjacent to the new stair entry to the rear exterior door. These containers will be shared by all commercial and residential tenants throughout the building. The containers are proposed to be emptied by the owner's waste removal vendor at least 2 days/week. The frequency of pick-ups may be increased if deemed necessary by the owner after the first 3 months of operating post-occupancy.

PROPOSED SNOW STORAGE AND REMOVAL PLAN FOR THE 443 CONGRESS ST HOUSING CONVERSION PROJECT

SNOW STORAGE AND REMOVAL NARRATIVE:

The snow removal areas of this site are limited to the rear driveway (on the Northerly side of the building which is accessed from Elm Street), a rear exterior door entrance (off the driveway), a private sidewalk connecting the rear entry door to the public sidewalk, and two (2) entrances along Congress St (off the public sidewalk). The driveway area consists mostly of asphalt paving and is abutted on 2 sides by our building and the neighbor's building while also being abutted on 1 side by a wrought iron fence against curbing.

The owner has engaged Southern Maine Landscaping over the past several years to handle all snow plowing and shoveling at this property which will continue through the winter of 2015-16 and presumably into the following winter as well. Southern Maine Landscaping regularly monitors the level of snowfall and/or ice accumulation at all areas of the site during and after each storm. Their contract with the owner requires them to plow snow in the driveway area and hand shovel entrances and private sidewalks after an accumulation of at least 1"; and then regular clearing during a storm as accumulations reach 2" intervals. The contractor comes back to perform a final clearing after the storm has concluded. Sand and salt are applied to all areas during and after each storm to minimize slip and fall hazards.

Snow storage is allotted to the rear (or Northeasterly side) of the driveway area against the neighbor's building but is very limited due to the size of the area. It is critical to the owner not to impact any existing parking spaces or dumpster access. Therefore, the contractor is required to haul snow off site when on-site snow storage begins to impact the existing parking spaces and dumpster in the driveway area. The contractor and owner use their own judgment and discretion collectively to determine an appropriate time to haul snow off site.

Key issues to be managed during construction include:

- Public safety and continued accessibility within driveway area and exterior entrances to the building
- Communication with existing commercial tenants and snow removal contractor
- Dumpster access
- Snow hauling off site (as required)

BRADFORD WHITE®
WATER HEATERS

Commercial eF Series® Ultra High Efficiency Gas Water Heater

Photo is of
EF-60T-199E-3N

The eF Series® Models feature:

- **Thermal Efficiency up to 99.1%—**Ultra High Efficiency results in less fuel consumption and greater hot water recovery.
- **ICON HD™—**Intelligent proven design combines temperature control, diagnostic codes, and system ignition functions into a single control board with a digital LCD display.
- **ENERGY STAR® Models Available—**EF60T125 & EF100T (150,199,250,399) Models.
- **Factory Installed Hydrojet® Sediment Reduction System—**Cold water inlet sediment reducing device helps prevent sediment build up in the tank.
- **Direct Spark Ignition—**For improved operational dependability and durability.
- **Operation Mode—**Two different digitally displayed operation modes have the capability of adjusting the temperature setting up to 180°F (82°C), and adjusting the degree setting (ºF to ºC, or ºC to ºF).
- **Service Mode—**Eight different digitally displayed service screens can be easily cycled through by pressing the select button. There is the capability of adjusting the temperature setting up to 180°F (82°C), adjusting the degree setting (ºF to ºC, or ºC to ºF), locking the maximum temperature setting that can be adjusted in operation mode, displaying the temperature sensor reading, displaying the flame current, and displaying diagnostic codes.
- **Premix Power Burner—**A self compensating negative regulation system automatically increases or decreases fuel flow when a change in combustion air is detected. This provides the range for optimum combustion and efficiency (automatic high altitude compatibility).
- **Flexible Venting—**The eF Series® can vent vertically or horizontally with either 2", 3" or 4" PVC, CPVC or ABS (not approved for Canada) vent pipe, and is approved for direct vent closed combustion applications, or those applications that require inside air for combustion. Foam Core pipe is permitted on the entire venting system. The eF Series® is also approved for unbalanced venting, which means the air intake pipe doesn't have to be vented the same distance as the exhaust.
- **Ultra Quiet Operation**.
- **A Single Exhaust Pressure Switch**.
- **1" NPT Side Connections for Space Heating**.
- **Sanitizing Capability—**Temperature setting up to 180°F (82°C).
- **Complies with the latest ultra-low NOx requirement (14 ng/J NOx limit)**.
- **ASME Code Available on All Models**.
- **NSF Construction Available**.
- **T&P Relief Valve—**Installed.
- **Low Restrictive Brass Drain Valve—**Durable tamper proof design.

FEATURING:

THE BRADFORD WHITE ICON HD
COMMERCIAL CONTROL SYSTEM

AHRI · ASME HLW · NSF · LLC - Low Lead Content

3 or 5-Year Limited Tank Warranties / 1-Year Limited Warranty on Component Parts.

For more information on warranty, please visit www.bradfordwhite.com

For products installed in USA, Canada and Puerto Rico. Some states do not allow limitations on warranties. See complete copy of the warranty included with the heater.

MANUFACTURED UNDER ONE OR MORE OF THE FOLLOWING U.S. PATENTS: 5,682,666; 7,634,976; 5,660,165; 5,954,492; 6,056,542; 6,935,280; 5,372,185; 5,485,879; 5,574,822; 7,971,560; 7,992,526; 6,684,821; 6,442,178; 7,334,419; 7,866,168; 7,270,087; 7,007,748; 5,596,952; 6,142,216; 7,699,026; 5,341,770; 7,337,517; 7,665,211; 7,665,210; 7,063,132; 7,063,133; 7,559,293; 7,900,589; 5,943,984; 8,082,888; 5,988,117; 7,621,238; 7,650,859; 5,761,379; 7,409,925; 5,277,171; 8,146,772; 7,458,341; 2,262,174. OTHER U.S. AND FOREIGN PATENT APPLICATIONS PENDING. CURRENT CANADIAN PATENTS: 2,314,845; 2,504,824; 2,108,186; 2,143,031; 2,409,271; 2,548,958; 2,112,515; 2,476,685; 2,239,007; 2,092,105; 2,107,012. **eF Series®, Vitraglas® and Hydrojet® are registered trademarks of Bradford White® Corporation.**

Commercial Gas High Efficiency Water Heater

eF Series® Additional Equipment Features:

Three Pass Heat Exchanger System—The three pass Heat Exchanger system keeps the hot combustion gases moving at a high velocity. The combination of high turbulence and velocity causes an enormous rate of heat transfer into the water.

Submerged Combustion Chamber—Submerging the combustion chamber in the center of the water storage tank minimizes radiant heat loss and improves efficiency.

Zero Inch Clearance—The eFSeries® jacket is cool to the touch and is approved for zero inch clearance to combustibles for unsurpassed installation flexibility.

Vitraglas® Lining—Bradford White tanks are lined with an exclusively engineered enamel formula that provides superior tank protection from the highly corrosive effects of hot water. This formula (Vitraglas®) is fused to the steel surface by firing at a temperature of over 1600ºF (871ºC).

Magnesium Anode Rods—Each eF Series® model has multiple anodes to provide added protection against corrosion for long trouble-free service (EF100T399 has one powered anode rod and 2 magnesium anode rods).

Factory Installed Hydrojet® Sediment Reduction System—Cold water inlet sediment reducing device helps prevent sediment build up in tank.

Water Connections—Factory installed true dielectric waterway fittings extend water heater life and eases installation.

Hand Hole Cleanout—Allows inspection of tank interior and facilitates the removal of sediment deposits.

E.C.O.—A manual re-set Energy Cut Off (E.C.O) shuts off all gas in event of an overheat condition. The ECO is manually resettable.

Non-CFC Foam Insulation—Covers the sides and top of tank, reducing the amount of heat loss. This results in less energy consumption, improved operation efficiencies and jacket rigidity.

	EF-60T-125		EF-60T-150 EF-100T-150		EF-60T-199 EF-100T-199	
2" Vent Pipe	**Power Direct Vent**	**Power Vent**	**Power Direct Vent**	**Power Vent**	**Power Direct Vent**	**Power Vent**
Max. Intake Length	15 ft.	N/A	15 ft.	N/A	15 ft.	N/A
Max. Exhaust Length	15 ft.	30 ft.	15 ft.	30 ft.	15 ft.	30 ft.

	EF-60T-125 EF-100T-150		EF-60T-150 EF-100T-199		EF-60T-199 EF-100T-250		EF-100T-300		EF-100T-399	
3" Vent Pipe	**Power Direct Vent**	**Power Vent**	**Power Direct Vent**	**Power Vent**	**Power Direct Vent**	**Power Vent**	**Power Direct Vent**	**Power Vent**	**Power Direct Vent**	**Power Vent**
Max. Intake Length	60 ft.	N/A	50 ft.	N/A	40 ft.	N/A	30 ft.	N/A	25 ft.	N/A
Max. Exhaust Length	60 ft.	120 ft.	50 ft.	100 ft.	40 ft.	80 ft.	30 ft.	60 ft.	25 ft.	50 ft.

	EF-60T-125 EF-100T-150		EF-60T-150 EF-100T-199		EF-60T-199 EF-100T-250		EF-100T-300		EF-100T-399	
4" Vent Pipe	**Power Direct Vent**	**Power Vent**	**Power Direct Vent**	**Power Vent**	**Power Direct Vent**	**Power Vent**	**Power Direct Vent**	**Power Vent**	**Power Direct Vent**	**Power Vent**
Max. Intake Length	85 ft.	N/A	75 ft.	N/A	65 ft.	N/A	55 ft.	N/A	50 ft.	N/A
Max. Exhaust Length	85 ft.	170 ft.	75 ft.	150 ft.	65 ft.	130 ft.	55 ft.	110 ft.	50 ft.	100 ft.

	EF-100T-399	
6" Vent Pipe	**Power Direct Vent**	**Power Vent**
Max. Intake Length	120 ft.	N/A
Max. Exhaust Length	120 ft.	240 ft.

Air intake cannot exceed exhaust by more than 30 ft. in any venting situation. Subtract 5 ft. for each additional 90° elbow.

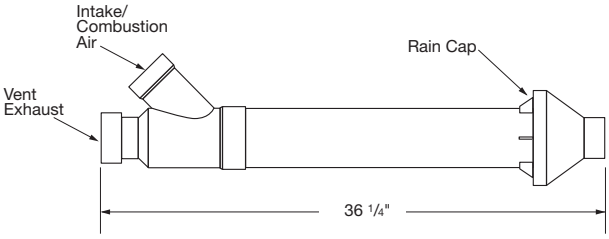
eF Series® Optional Equipment Features:

Maxitrol Gas Pressure Regulating valve—Ensures proper supply pressure to eF unit of 7" to 11" W.C. (provided incoming pressure is between 1/2 and 2 psi). This can be ordered as a separate part, or as part of the heater. For the separate part, please use p/n 243-45517-00. Part is included with EF100T399 model.

NSF Compliance Kit—p/n 265-44542-04.

Low Inlet Gas Pressure Option—Pre-assembled to allow operation with natural gas inlet pressure down to 3.5" w.c. (Not available on EF-100T-300/399E-3N(A) models or any size propane models.)

Concentric Vent Kit Termination—3" termination fitting provides for only one exit opening through wall or roof (p/n 239-44069-01).



p/n 239-44069-01
p/n 239-44069-02 (for 2" vent pipe only)

Commercial Gas High Efficiency Water Heater

eF Series® Models

NATURAL GAS AND LIQUID PROPANE GAS

Meet or exceed ASHRAE 90.1b (current standard) C.E.C. Listed

Model Number	Capacity U.S. Gal.	Capacity Imp. Gal.	Input Nat. BTU/Hr. Input	Input LP BTU/Hr. Input	GPH Recovery at Degree Rise* 40°F	GPH Recovery 100°F	GPH Recovery 140°F	Therm. Eff. %	A Floor to Top of Heater in.	B Jacket Dia. in.	C Floor to Hot Water Conn. in.	D Floor to Cold Water Conn. in.	E Floor to Gas Conn. in.	F Floor to Vent Conn. in.	G Floor to Air Intake Conn. in.	H Floor to T&P Conn. in.	Water Conn. Dia. in.	Gas Conn. Dia. in.	Relief Valve Open in.	Approx. Shipping Weight lbs.
EF-60T-125E-3N(A)	60	50	125,000	125,000	364	145	104	96.0	57	28 1/4	42 1/2	12 7/8	53 1/2	5	52 1/2	40	1 1/2	3/4	3/4	570
EF-60T-150E-3N(A)	60	50	150,000	150,000	423	169	121	93.0	57	28 1/4	42 1/2	12 7/8	53 1/2	5	52 1/2	40	1 1/2	3/4	3/4	570
EF-60T-199E-3N(A)	60	50	199,999	199,999	558	223	159	92.0	57	28 1/4	42 1/2	12 7/8	53 1/2	5	52 1/2	40	1 1/2	3/4	3/4	570
EF-100T-150E-3N(A)	100	83	150,000	150,000	450	180	129	99.1	77 5/8	28 1/4	62 1/2	12 7/8	74 3/4	5	73 1/8	60	1 1/2	3/4	3/4	900
EF-100T-199E-3N(A)	100	83	199,999	199,999	597	239	171	98.5	77 5/8	28 1/4	62 1/2	12 7/8	74 3/4	5	73 1/8	60	1 1/2	3/4	3/4	900
EF-100T-250E-3N(A)	100	83	250,000	250,000	735	294	210	97.0	77 5/8	28 1/4	62 1/2	12 7/8	74 3/4	5	73 1/8	60	1 1/2	3/4	1	900
EF-100T-300E-3N(A)	100	83	300,000	300,000	836	335	239	92.0	77 5/8	28 1/4	62 1/2	12 7/8	74 3/4	5	73 1/8	60	1 1/2	3/4	1	900
EF-100T-399E-3N(A)	100	83	399,999	399,999	1127	451	322	94.0	77 5/8	28 1/4	63	13	74 1/4	5	73 1/8	60	1 1/2	1	1	950

Model Number	Capacity Liters	Input Nat. kW/Hr. Input	Input LP kW/Hr. Input	LPH Recovery at Degree Rise* 22°C	LPH Recovery 56°C	LPH Recovery 78°C	Therm. Eff. %	A Floor to Top of Heater mm.	B Jacket Dia. mm.	C Floor to Hot Water Conn. mm.	D Floor to Cold Water Conn. mm.	E Floor to Gas Conn. mm.	F Floor to Vent Conn. mm.	G Floor to Air Intake Conn. mm.	H Floor to T&P Conn. mm.	Water Conn. Dia. mm.	Gas Conn. Dia. mm.	Relief Valve Open mm.	Approx. Shipping Weight kgs.
EF-60T-125E-3N(A)	227	36.6	36.6	1378	549	394	96.0	1448	718	1087	327	1359	127	1334	1016	38	19	19	259
EF-60T-150E-3N(A)	227	43.9	43.9	1601	640	458	93.0	1448	718	1087	327	1359	127	1334	1016	38	19	19	259
EF-60T-199E-3N(A)	227	58.6	58.6	2112	844	602	92.0	1448	718	1087	327	1359	127	1334	1016	38	19	19	259
EF-100T-150E-3N(A)	379	43.9	43.9	1703	681	488	99.1	1972	718	1588	327	1899	127	1857	1524	38	19	19	408
EF-100T-199E-3N(A)	379	58.6	58.6	2260	905	647	98.5	1972	718	1588	327	1899	127	1857	1524	38	19	19	408
EF-100T-250E-3N(A)	379	73.2	73.2	2782	1113	795	97.0	1972	718	1588	327	1899	127	1857	1524	38	19	25	408
EF-100T-300E-3N(A)	379	87.9	87.9	3165	1268	905	92.0	1972	718	1588	327	1899	127	1857	1524	38	19	25	408
EF-100T-399E-3N(A)	379	117.2	117.2	4266	1707	1219	94.0	1972	718	1600	330	1861	127	1857	1524	38	25	25	431

For propane gas models change suffix "N" to "X" and remove "E" from the model number.
Example: EF-100T-150-3X

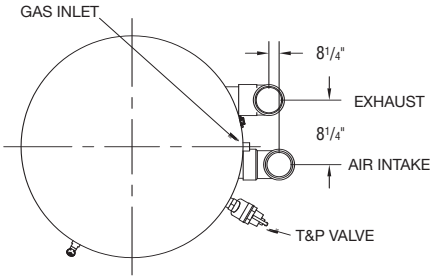
(A) ASME - All models are available with ASME construction. To order ASME construction add the (A) to the end of the model number.

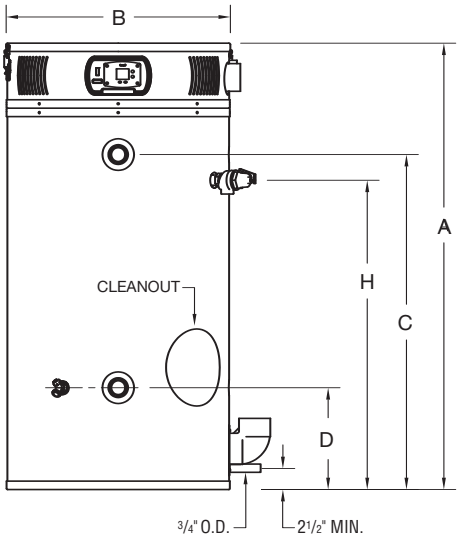
Example: EF-60T-125E-3NA

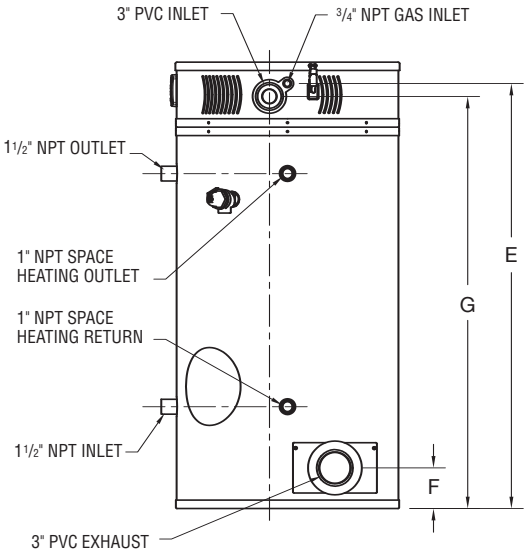
Note: The weight is the same for both ASME and Non-ASME models.

All models comply with the latest ultra-low NOx requirements of 14 ng/J or less. Amp Draw range = 1.0 to 1.8 amps.

14.0" w.c. maximum static, 4.5" w.c. minimum running (recommend 7.0" w.c. minimum running)







Note: Diagrams are for both 60 and 100 gallon models.

Commercial Gas High Efficiency Water Heater

Sample Specification

The water heater shall be a Bradford White model EF-_____ with a rated storage capacity of not less than _____ gallons/ liters, a minimum gas input of _____ BTU/hr., a minimum recovery of _____ GPH/LPH at 100°F (56°C) temperature rise, and a Thermal Efficiency Rating of ____%. It shall be design certified by CSA International (formerly AGA and CGA) for 180°F (82°C) application, either with or without a separate storage tank. The tank shall be lined with Vitraglas® vitreous enamel and shall have a bolted hand hole cleanout. The tank shall have four extruded magnesium anode rods installed in separate head couplings. This water heater shall be equipped with stainless steel cold water inlet, Hydrojet® Sediment Reduction System. The heater shall be insulated with Non-CFC foam. This water heater shall be equipped with an electronic ignition system, an ASME rated T&P relief valve and a premix closed combustion system for direct venting using either 3" (76mm) or 4" (102mm) PVC, CPVC or ABS vent pipe. (115V AC required). The water heater shall be factory assembled and tested. The water heater shall be approved for zero inch clearance to combustibles. A digital LCD display shall be integrated into the front and be an adjustable electronic thermostat to any temperature up to 180°F. A recycling Energy Cut Off (E.C.O.) shuts off all gas in the event of an overheat condition. The entire installation shall be made in compliance with state and local codes and ordinances.

General

All gas water heaters are certified at 300 PSI test pressure (2068 kPa) and 150 PSI working pressure (1034 kPa). All models are design certified by CSA International (formerly AGA/CGA), ANSI standard Z-21.10.3, for up to 180°F (82°C) application as an Automatic Storage Heater. As an Automatic Storage Heater, all models are complete, self-contained water heating systems. It needs no separate storage tank, pump, wiring or elaborate piping network. When equipped with a mixing valve, it will supply 180°F (82°C) sanitizing and lower temperature general purpose hot water simultaneously. These models can be used either as a single unit or in multiples connected in series or parallel (recommended).

Dimensions and specifications subject to change without notice in accordance with our policy of continuous product improvement.

BRADFORD WHITE®
WATER HEATERS
Ambler, PA
For U.S. and Canada field service, contact your professional installer or local Bradford White sales representative.
Sales **800-523-2931** • Fax **215-641-1670** / Technical Support **800-334-3393** • Fax **269-795-1089** • Warranty **800-531-2111** • Fax **269-795-1089**
International: Telephone **215-641-9400** • Telefax **215-641-9750 / www.bradfordwhite.com**

BRADFORD WHITE-CANADA® INC. Sales / Technical Support **866-690-0961** / **905-238-0100** • Fax **905-238-0105** / **www.bradfordwhite.com**

Built to be the Best™

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January 11, 2016

Ms. Barbara Barhydt
City of Portland
Planning Division
Portland City Hall, 4th Floor
389 Congress Street
Portland, ME 04101

WSA
winton scott
architects

ADDITIONAL INFORMATION WITH SUPPLEMENTAL SUBMISSION AT END OF THIS LETTER - 2/23/2016

RE: Level III Development Review Application: 443 Congress Apartments at 443 Congress Street, Portland, 04101

Dear Ms. Barhydt,

Enclosed please find a completed Level III Development Review Application along with required supporting documents and drawings for the above referenced project.

The project involves renovation of upper 4 floors, total of 27,000 SF of the said building and conversion of what is currently business space to 28 apartments. The exterior work consist on window replacement on the upper 5 floors and selective replacement on the 2nd floor.

The existing building is on the Historic District and B3 Zone. The project will apply for State and Federal Historic Tax Credits. The building has passed Historic Review Part I at NPS.

A more complete project description addressing specific submission requirements of the application is included in the following pages.

Sincerely,

Pandika Pleqi, Associate
Winton Scott Architects, PA

For:

Owner: JJR 443 Congress, LLC
Applicant: Northland Enterprises, LLC

Level III Development Review Application
January 11, 2016

Supplemental Submission
Additional Information as requested
2/23/2016

1. Written Project Description:

A. General Context and Project Intent:

The project involves renovation of upper 4 floors of the existing building at 443 Congress Street and conversion of business space to 28 apartments, consisting of 4 studio apartments, 8 two bedroom apartments, and 16 one bedroom apartments.

As shown on the attached drawings the space to be renovated is a business use, currently vacant. Floors 1 thru 3 are business use and will be remaining as such. The current tenants are Chamber of Commerce on the 1st floor and Planned Parenthood of New England on the 2nd and 3rd floors.

The business floors will continue to use the existing front entrances. A new entrance is proposed on the North side of the building on the current driveway. This will be the primary residential entrance, however the business space has access to this for additional exit.

B. Utilities:

The renovated space will tie to existing utility systems including water, sanitary, natural gas, and electrical. Based on design and attached letters from respective utility companies the current capacity of all utilities is sufficient to support the change of use to new 28 apartment units. See documents attached to application - letters from engineer of records and utility companies.

C. Parking:

The site currently includes a small paved area running along the north side with 5 designated parking spaces, which are currently used by the business tenants. Further the property is entitled to a minimum of 50 and up to 80 parking spaces at the City's Parking Garage adjacent to the building according to a deeded agreement. Per City Ordinance Section 14-332.1 (e) no off-street parking is required on B3 zone for change of use, however parking would be available to tenants through the rental agreement with the Owner, should the tenants choose to use the garage for parking.
No existing bike parking is available on site, and none is proposed. There are 4 bike storage rooms proposed in each of the residential floors, which will be available to residential tenants.

2. Evidence of Right, Title, and Interest:

The property is owned by JJR 443 Congress, LLC. Information and documentation on the property rights are attached to this application. See document "Deed of Sale by Trustees" attached to Application

3. Evidence of State and/or Federal Permits:

As the project is minor in nature regarding site planning, occupies currently improved site, does not propose an increase to existing impervious areas, new storm drainage plan, or new traffic patterns, it is not anticipated that State or Federal permits are required.

4. Zoning Summary:

- Zone: The project site is within B3 Zone.
- Use: General Business and Residential are allowable use in the B3 Zone.
- Minimum Lot Size: none - existing, no change
- Max Lot Coverage: 100% - existing, no change
- Building Height: existing, no change
- Setbacks: none - existing, no change
- Parking: No off-street paring is required for change of use.

5. Summary of Easements, Covenants, Rights of Way:

Drawing C1.0 Survey Plan, by Sitelines PA, provides information on existing burdens on the site. No new easements or change of right of ways are proposed

6. Evidence of Financial and Technical Capacity:

See document 'Letter from Saco & Biddeford Savings Institution' attached to Application for evidence of financial capacity.

7. Construction Management Plan:

Method of delivery will be Construciton Management contract. Owner intents to hire a construction management firm to oversee construction of the project from design conception through the completion of construction. See document "Proposed Construction Managment Plan" attached to Application for detailed narrative of CMP.

8. Traffic Study/Transportation Plan:

The project is minor and the change of use from business to residential lowers the occupancy capacity. Therefore it will not result in any significant change to existing trip generation counts to and from site.

9. Summary of Natural Features:

The project site is located at the corner of Congress and Elm streets and is occupied by the existing historic 7 story building in its majority. A driveway and 5 parking spaces lay on the north side of the property bordering the Freshman Alley and the City's Parking Garage. Building is attached to the adjacent existing building on the East side. There are no natural features on site. Any proposed work will be done within the existing structure and impervious area of the site

10. Stormwater Management Plan:

There are no proposed changes on the current site. The proposed entrance porch is located on an existing paved area, so there will be no addition of any impervious area, therefore no new impact on existing stormwater runoff.

11. Consistency with City Master Plans:

The project is in an existing building consistent with the zoning. The proposed renovation complies with City Master Plan requirements for use and density.

12. Evidence of Utility Capacity to Serve:

The building is served by 6" water main and a 250 Amp electrical service, and is connected to city sewer system. The existing electrical service, water supply and sewer systems have been evaluated by project engineers and it has been determined that sufficient capacity exists to serve the proposed 28 apartments in addition to current businesses occupying bottom 3 floors. See documents attached to Application- letters from engineer of records, respective utility companies and City of Portland Water Capacity Application for evidence of capacity to serve.

13. Summary of Solid Waste Generation:

Solid waste and recycling will be stored in onsite dumpsters that will be served by a waste removal vendor, hired by Owner. See document "Proposed Waste Managment Plan" attached to application for detailed information on solid waste management.

14. Code Summary (NFPA / IBC / PFD Technical Standards):

Construction Type: II(000) / IIB - Existing, no change proposed

Occupancy: Business and Multifamily Residential Use

Occupant Load (IBC)

- Floors 1-3 existing Business use 100 sf / person -no change proposed
- Floors 4-7 proposed change to Residential use 200 sf /person: 5,775 SF = 28 people / floor

Protection: Building is protected by supervised sprinkler and fire alarm systems. Floors 6 and 7 will have new sprinkler system designed per NFPA 13.

Exiting: There are two existing stairs that connect all 7 floors. One of them access the roof. All floors have access to both stars for exiting the building.

Exit Doors - All exit interior and exterior doors are equipped with panic hardware per applicable codes

15. Consistency with City of Portland Design Manual:

The proposed renovation consists of window replacement in exterior and full renovation on the 4 upper floors and conversion to residential units. The proposed design is consistent with City of Portland Design Manual requirements

16. Manufacturer's verification that HVAC Equipments meets applicable State & Federal emissions requirements:

See specifications from equipment manufacturers on Commercial Gas Water Heater attached to Application.

ADDITIONAL INFORMATION WITH SUPPLEMENTAL SUBMISSION 2/23/2016

1. Landscaping Requirement:

Per city ordinance the project is required to provide 1 tree per added unit: 28 trees. Providing actual site conditions of the project there is no room on site for tree planting, the project is requesting a waiver and submit to pay a financial contribution as defined in the ordinance, $200/tree. Further, the Owner respectfully request that this contribution goes towards tree planting and/or other landscaping improvement in the Monument Square,

Monument Way or on Congress Street between Elm and Temple Streets, as best judged by the City Arborist

2. Construction Managment Plan update:

See updated Construction Managment Plan document submitted by Owner, attached to this letter.

3. Roof Drain Discharge:

The existing roof drains are all internal and they exit the building separated from the sewer drains. Since the adjacent street has no separated storm/sewer system, the building drains are joined 3 ft outside the building foundation (beneath the sidewalk) and discharge to existing combined storm/sewer system on the street. The scope of project scope does not include any work on roof drains.

In response to comments and advise from DPW engineer regarding the discharge requirement to roof drain, the Owner will direct the project engineer and contractor to investigate the existing conditions and explore the option of terminating the drain pipes under the roof and discharging them outside off exterior wall on north side of the building via exposed vertical downspouts, as suggested by City engineer.
However there are two major concerns for the Owner regarding this solution.
One is historic concern: giving the width of the building and the existing space at the top floor ceiling, it is highly likely that the pitched drains will fall below the ceiling line in the corridor areas of the building. This is expected to be objected and rejected by NPS (historic review). Also discharging the pipes on exterior brick wall will be also point of objection by NPS.
Second is practical and safety concern: discharging all roof water on the back driveway will be a liability for the owner as that area is currently and will continue to be used for parking, and most important pedestrian traffic will be added as result of new main entrance for residential tenants. This is of great concern for the Owner and our occupants.

Giving all the above, the Owner proposes and would prefer another option: a financial contribution of $5,000 to be paid to the City at this time to go towards upgrades of the storm and water system in other places in the city. Further the Owner agrees to do the work separating the discharge from building to the street mains if the new divided storm and sewer system upgrade work by the City happens within the next 5 years.

4. ADA Curb Improvement:

There is an existing ADA curb cut at corner of Elm and Congress Street s. The City traffic engineer has suggested that this project pays a fee of $10,000 towards upgrading this curb cut as part of future traffic improvements by the City on Congress Street.
The Owner is respectfully disagreeing with this recommendation, providing that the development of the upper four floors is eventually lowering the traffic impact on the surrounding sidewalks.
There is no exterior work suggested on this project, no impact at the existing entrances or sidewalks.

The change of use from business to residential is significantly lowering the occupancy numbers for the building. The former business tenants for floors 4 thru 7 had a joined occupancy of 110 permanent employees and an average of 20 visitors per week. The proposed residential use has a maximum allowed per code of 28 persons/floor for a total of 112 occupants based on area SF. Actual occupancy based on unit layout is 18 person/floor for a total of 72 occupants. These numbers prove a significant decrease of occupancy resulting from this development from 110-130 occupants to 72 occupants.

5. Bicycle Parking:

There is no room to add bicycle parking on site in the existing available exterior parking space on the north side of the building. The project is proposing 4 bicycle storage rooms, one in each proposed residential floors, which will be available to all tenants for bike storage. No exterior bicycle parking is proposed. We feel the need for bike parking is exceeded by the proposed bike storage rooms.

PROPOSED CONSTRUCTION MANAGEMENT PLAN
FOR THE
443 CONGRESS ST HOUSING CONVERSION PROJECT

CONSTRUCTION MANAGEMENT NARRATIVE:

The owner intends to hire a construction management firm (CM) to oversee and manage the entirety of the project through to occupancy. The CM firm will consist of project management and field supervision staff working together based out of an on-site construction field office at the premises. A Senior Project Manager (PM) will be based out of the CM firm's home office while making frequent job site visits on a weekly basis to oversee the work. A Superintendent will be based out of the on-site field office full time throughout the duration of the project. Both the PM and Superintendent will attend weekly meetings with the owner and owner's construction representative to discuss coordination issues and observer progress.

The CM will oversee and coordinate all subcontractors, vendors and suppliers who will be hired through a competitive bid process where the owner will be intimately involved with the review and final negotiation of each divisional trade of construction. CM is responsible for providing a construction schedule highlighting the critical path of the project prior to work commencing as well as regular updates to the schedule on a monthly basis throughout the course of the construction.

The work involves a complete interior renovation of floors 4 through 7 of the existing building which will be converted into twenty eight (28) apartment units. New mechanical and electrical systems will be integrated into the existing building's operating systems to accommodate the newly renovated areas while also minimizing disruption to the existing occupied areas. Upgrades and modifications will be made to existing common areas of the building (ie – stairwells, lobbies, elevators, and entrances) to meet local codes and ordinances as required.

It is critical to the owner to minimize disruption to the existing tenants (ie – Portland Chamber of Commerce and Planned Parenthood of Northern New England) who occupy floors 1, 2 and 3. At no time during the construction will the proposed work impact these tenants from carrying out their daily operations.

We do not anticipate the need for temporary fencing or any other long term barricades around the perimeter of the building during construction. However, if a particular activity requires such protection then the CM will work with local officials as needed to procure the proper permits and barricades.

There is a public sidewalk on the Congress St. side and Elm St. side of the building which will not be impacted by construction activities other than temporary use of a large boom lift coordinated with window installation on the upper floors. The CM will facilitate and procure necessary sidewalk permits with the city along with temporary safety barricades in the immediate vicinity of the man lift while the equipment is on site. If any of the public sidewalk areas are obstructed as a result of this work then the CM will arrange for proper flagging of the sidewalk area that is impacted by the activity along with appropriate signage and personnel.

A crane will be required to hoist materials and equipment to the roof and through window openings of upper floors of the building during construction. The number of crane visits to the site will be consolidated as much as possible to take advantage of the crane while on site. We do not anticipate a crane being on site more than a few hours at a time at any given point. While a crane is on site, there will not be sufficient room in the private driveway for the crane to operate which means a portion of Elm Street will need to be utilized temporarily. The CM will arrange for the necessary street permits, flagging, and directional signage (along with assistance from the police department if necessary) to protect the public from any hazards while the crane is in operation on site. We anticipate the crane to be set up at the entrance to the private driveway on Elm Street.

Key issues to be managed during construction include:

- Public safety and continued accessibility within common areas of the building and exterior entrances *including coordination of contractor equipment and vehicles within public sidewalks, public streets, and private driveway of property*
    - *CM to obtain necessary street/parking permits for temporary use of street and/or sidewalks as needed for crane/lift access*
- Communication with existing commercial tenants
- Coordination for subcontractor material deliveries *within public street and private driveway areas*
- Management of existing rear driveway area to minimize disruption to commercial tenant employees parking within driveway area
- Laydown and material storage areas within the building
- Waste management
- Construction field office setup *(to be located inside the building on the basement level)*
- Snow plowing and removal

The CM will work with Code Enforcement and other local officials as needed for regularly required inspections.

Att. M

From: Pandika Pleqi <ppleqi@wintonscott.com>
To: Shukria Wiar <SHUKRIAW@portlandmaine.gov>
CC: Brad Fries <brad@northlandus.com>, Alan Nichols <anichols@developmentsvcs.com>
Date: 2/9/2016 9:26 AM
Subject: Re: 443 Congress Street Comments

Hi Shukria,

Following please see my comments in red.

Thank you
Pandika

—

Pandika Pleqi, LEED® AP
Associate
Winton Scott Architects
5 Milk Street, Portland, ME, 04101
T. 207-774-4811 ext. 4
http://wintonscott.com

> On Feb 3, 2016, at 11:17 AM, Shukria Wiar <SHUKRIAW@portlandmaine.gov> wrote:
>
> Hello Pandika:
>
> I am the Planner this project and will handle the review through the Planning Board process. Below are initial review comments:
>
> 1. It is presumed that the apartments will be rental. If the applicant is proposing to have these as condominium, please submit condo docs. - Yes the apartments are rental
>
> 2. No survey that was submitted as part of the application; a survey plan is required for a complete application. - Survey Plan drawing C1.0 is included in the package. If this is missing anything please let me know to get the information to engineer
>
> 3. A narrative of how construction would be managed been submitted but we also needs a plan that shows this. - Please elaborate on this request. What form would this plan have?

> 4. The applicant will need to request for a waiver for street trees and landscaping buffer. - Is there any waiver form that city has, which we can fill out?
>
> 5. All lighting fixtures shall be full cutoff. These will usually be reviewed by Historic Preservation Board as part of their application. - Drawings E1.0 and E1.1 included in the package show the proposed light fixtures and photometric plan. They are fully cut-off
>
> 6. Department of Public Services is reviewing the application and comments will be forwarded.
>
> Please review and let me know if you have any questions.
>
> Thank you.
>
> Shukria
>
>
> Shukria Wiar, Planner
> Planning Division, City of Portland
> 389 Congress Street
> Portland, ME 04101
> Ph: 207-756-8083
> Fax: 207-756-8258
>
> --

443 Congress Street Housing Renovation Project

Neighborhood Meeting
JJR 443 Congress, LLC

I, Brad Fries (applicant representative) hereby certify that a neighborhood meeting was held on February 29, 2016 at the project site with address 443 Congress St, at 5:00pm.

I also certify that on February 17, invitations were mailed to the following:

1. All addresses on the mailing list provided by the Planning Division, which includes property owners within 500 feet of the proposed.
2. Residents on the "interested parties" list.
3. A digital copy of the notice was also provided to the Planning Division (jmy@portlandmaine.gov and ldobson@portlandmaine.gov) and the assigned planner to be forwarded to those on the interested citizen list who receive e-mail notices.

Signed,

March 1, 2016

Attached to this certification are:

1. Copy of the invitation - sent
2. Sign-in sheet
3. Meeting minutes

PROJECT: 443 Congress
Portland, Maine

OWNER: JJR 443 Congress, LLC

MEETING MINUTES

Meeting: Neighborhood Presentation Meeting

Location: 443 Congress St. 4th Floor

Date: February 29, 2016

Present:

Rex Bell	Northland Enterprises
Josh Benthien	Northland Enterprises
Brad Fries	Northland Enterprises
Alan Nichols	Development Services of New England
Pandika Pleqi	Winton Scott Architects

Item:

1 There was no attendance at the meeting from the invited people

These minutes have been prepared by WSA with the intent of documenting for the project record all items discussed by the parties present. If any comments please call Pandika at WSA @774-4811, ext. 4, or e-mail at ppleqi@wintonscott.com.

Distributed:

Shukria Wiar - Planning Division City of Portland
Northland Enterprises attendies
Alan Nichols

443 Congress Street Housing Renovation Project

Neighborhood Meeting Invitation
JJR 443 Congress, LLC

February 17, 2016

Dear Neighbor(s):

Please join us for a neighborhood meeting to discuss our plans for a 28-unit housing redevelopment on Floors 4 through 7 of the 443 Congress Street building. The project will consist of studio, 1-bedroom, and 2-bedroom market rate apartments.

Meeting Location: 443 Congress Street, 4th Floor

Meeting Date: Monday, February 29, 2016

Meeting Time: 5:00pm

The City code requires that property owners within 500 feet of the proposed development and residents on an "interested parties list" be invited to participate in a neighborhood meeting. A sign-in sheet will be circulated and minutes of the meeting will be taken.

We will provide a brief summary overview of the proposed project while also taking any questions/concerns from you.

If you have any questions, please call Brad Fries at 207-780-0223 x204.

Sincerely,

Brad Fries
JJR 443 Congress, LLC

2/29/2016 443 CONGRESS

Neighborhood Meeting Attendance

	Name	Address	E-mail (optional)
1	Pandika Plegi	WSA / 5 Milk St	pplegi@wintonscott.com
2	Alan Nichols	DSNB	anichols@developmentsvcs.com
3	Rex Bell	17 South St / 443 Congress St Pld	rex@northlandus.com
4	Josh Benthien	" / "	Josh@northlandus.com
5	Brad Fries	" / "	brad@northlandus.com

February 23, 2016

Ms. Barbara Barhydt
City of Portland
Planning Division
Portland City Hall, 4th Floor
389 Congress Street
Portland, ME 04101

winton scott architects

RE: Conditional Use Application: 443 Congress Apartments at 443 Congress Street, Portland, 04101

Dear Ms. Barhydt,

Enclosed please find a completed Conditional Use Application to be attached to materials for Level III Development Review Application.

The Conditional Use is authorized by Section 14-487 - Inclusionary Zoning

All drawings and other material required for application is submitted with the Planning Board review and approval package

A more complete project description addressing specific submission requirements of the application is included in the following pages.

Sincerely,

Pandika Pleqi, Associate
Winton Scott Architects, PA

For:

Owner: JJR 443 Congress, LLC

Applicant: Northland Enterprises, LLC

Conditional Use Application for Inclusionary Zoning
February 23, 2016

1. Written Project Description:

A. General Context and Project Intent:

The project involves renovation of upper 4 floors of the existing building at 443 Congress Street and conversion of business space to 28 apartments, consisting of 4 studio apartments, 8 two bedroom apartments, and 16 one bedroom apartments.

As shown on drawings attached to Site Plan Review Application the space to be renovated is a business use, currently vacant. Floors 1 thru 3 are business use and will be remaining as such. The current tenants are Chamber of Commerce on the 1st floor and Planned Parenthood of New England on the 2nd and 3rd floors.

The business floors will continue to use the existing front entrances. A new entrance is proposed on the North side of the building on the current driveway. This will be the primary residential entrance, however the business space has access to this for additional exit.

2. Evidence of Right, Title, and Interest:

The property is owned by JJR 443 Congress, LLC. Information and documentation on the property rights are attached to Site Plan Review Application. See document ”Deed of Sale by Trustees”

3. Conditional Use Standards:

Conditional Use is authorized by Division 30, Section 14-487 - Inclusionary Zoning, Ensuring Workforce Housing. The project proposes creation of 28 Units: 4-Studio, 16-one bedroom and 8-two bedroom, with total of 36 bedrooms. In accordance with Inclusionary Zoning ordinance, the project is proposing to provide 4 IZ units (10% or 2 units are required) that meet the definition of workforce housing. Also the project has a total of 36 bedrooms and is proposing to provide 10% or 4 bedrooms in the workforce housing units. On the plans attached to this application the workforce housing units are identified as follows: One bedroom units 407 and 507 and Studio Units 401 and 501. For a total of 4 units and 4 bedrooms.

Workforce units are fully integrated in the project. They use the same common entrance as the rest of the project and there are no specific conditions to indicate the workforce units from the common areas.

These units are of similar size as other same type units, similar size bedrooms and closet space.

The workforce units offer the same amenities that other units offer: fully equipped kitchen with refrigerator, gas stove, microwave/hood combo unit, dishwasher and washer/dryer unit; fully equipped bathrooms with shower, rod and curtain, lavatory with mirror medicine cabinets and toilets.

The finish materials in this units will be the same or comparable with finishes in the other units.

Other common amenities provided in the project are available to all units, including workforce units: elevator, bike storage on each respective floor, storage units in the basement available one per each apartment, access to intercom.

Electrical and HVAC systems are designed the same for all units and fixtures and equipments are the same.

4. Draft Workforce Housing Agreement:

See attached draft Agreement as proposed by Owner
(this document will follow this submission)

5. Proposed Marketing Strategy:

Included in general marketing operation for the whole project, is the identification and listing of workforce units as required by Inclusionary Zoning ordinance.
See attached draft Agreement as proposed by Owner
(this document will follow this submission)

Conditional Use for Ensuring Workforce Housing
Planning Board Review
Application
Portland, Maine

Planning and Urban Development Department
Planning Division and Housing and Community Development

Portland's Planning and Urban Development Department coordinates the development review process for site plan, subdivision and other applications under the City's Land Use Code. Attached is the application form for a Conditional Use review of applications to ensure workforce housing in development projects that create ten or more new dwelling units. The units may be for rent or for sale and created through new construction, substantial rehabilitation of existing structures, adaptive reuse or conversion of a non-residential use to residential use, or any combination of these elements. At least ten percent (10%) of the units in the project shall meet the definition of workforce housing unit for sale or rent. All developments of ten units or more a conditional uses subject to Planning Board review on the condition that they comply with the requirements of section 14-487.

A. Ensuring Workforce Housing: Standards -Section 14-484

(d) *Workforce Housing Minimum.* At least ten percent (10%) of the units in the project shall meet the definition of workforce housing unit for sale or for rent. The number of units required is rounded down to a whole number if providing units on- or off-site, or shall include a fractional value in cases where a project prefers to pay a fee-in-lieu as per (e)3. below.

(e) *Standards*.

1. Projects shall not be segmented or phased to avoid compliance with these provisions. In cases where projects are completed in phases, affordable units shall be provided in proportion to the development of market rate units unless otherwise permitted through regulations.

2. Workforce units are encouraged to be integrated with the rest of the development, should use a common entrance and should provide no indications from common areas that these units are workforce housing units.

3. Workforce units need not be the same size as other units in the development but the number of bedrooms in such units, either on- or off-site, shall be 10 percent of the total number of bedrooms in the development. For the purposes of this section, for every 400 square feet in a market rate unit will count as a bedroom if the actual number of bedrooms in the unit is lower.

4. As an alternative to providing workforce housing units, projects may pay a fee in lieu of some or all of the units. In-lieu fees shall be paid into the Housing Trust Fund as defined in Sec. 14-489. The fee for affordable units not provided shall be $100,000 per unit, adjusted annually in the same way as the fee under Division 29 for Housing Replacement.

5. Workforce housing units for sale, if converted to workforce housing units for rent, shall become subject to the income limits and other requirements of such units.

6. If at least 33 percent of the units in a development are workforce units, the development is eligible for subsidy through an Affordable Housing TIF, subject to City Council approval.

7. The term of affordability for the required 10 percent workforce units provided shall be defined as follows:

Percentage of Workforce Units Provided	Minimum Term of Affordability for Required Workforce Units
10%	Longest term permitted under federal, state

	and local laws and ordinances
25%	30 years
50%	20 years
100%	10 years

(f) *Implementing Regulations*. Regulations to further specify the details of this section shall be developed, including, but not limited to:

1. Specific methodology for income verification;

2. Situations where less than permanent affordability might be considered; and

3. Guidelines for meeting the requirement that off-site units be "in the same neighborhood".

(Draft regulations are available upon request)

B. Site Plan Application: Please submit the Conditional Use Application in addition to the applicable Site Plan Application.
Development Review Application – Assigned Project #_____

PROJECT NAME: *443 CONGRESS*

PROPOSED DEVELOPMENT ADDRESS: *443 CONGRESS STREET, PORTLAND, ME 04101*

ASSESSOR'S CHART/BLOCK/LOT (s): *027 B002001* **Applicable Zone**: *B3*

CONTACT INFORMATION:

Applicant – must be owner, Lessee or Buyer Name: NORTHLAND ENTERPRISES, LLC Business Name, if applicable: Address: 17 SOUTH STREET, 3RD FLOOR City/State: PORTLAND, ME Zip Code: 04101	**Applicant Contact Information** Work # 207-780-0223 Home# Cell # Fax# e-mail: BRAD@NORTHLANDUS.COM
Owner – (if different from Applicant) Name: JJR 443 CONGRESS, LLC Address: 17 SOUTH STREET, 3RD FLOOR City/State: PORTLAND, ME Zip Code: 04101	**Owner Contact Information** Work # 207-780-0223 Home# Cell # Fax# e-mail: JOSH@NORTHLANDUS.COM
Billing Information Name: JJR 443 CONGRESS, LLC Address: 17 SOUTH STREET, 3RD FLOOR City/State: PORTLAND, ME Zip Code: 04101	**Billing Information** Work # 207-780-0223 Cell # Fax# e-mail: BRAD@NORTHLANDUS.COM

RIGHT, TITLE OR INTEREST:

SEE DOCUMENT "DEED OF SALE BY TRUSTEES" ATTACHED TO SITE REVIEW APPLICATION

_____

(Please identify the status provide documentary evidence, attached to this application, of the applicant's right, title, or interest in the subject property (ex: deed, option or contract to purchase or lease the property.)

EXISTING USE: Describe the existing use of the subject property.

CURRENT USE IS BUSINESS: FIRST FLOOR IS OCCUPIED BY CHAMBER OF COMMERCE AND SECOND AND THIRD FLOORS BY PLANNED PARENTHOOD OF NEW ENGLAND. FOURTH THRU SEVENTH FLOORS ARE ALSO BUSINESS USE, CURRENTLY VACANT

_____

PROJECT DESCRIPTION:

PROPOSED USE: MIX OF BUSINESS AND RESIDENTIAL: FIRST THRU THIRD FLOOR DO NOT CHANGE. FOURTH THRU SEVENTH FLOORS ARE BEING PROPOSED TO CHANGE USE TO RESIDENTIAL. THE PROPOSED PROJECT CONSISTS OF RENOVATION OF 4-7 FLOORS AND CONVERSION TO 28 APARTMENT UNITS.

_____

APPLICATION FEES:
(Payment may be made by Credit Card, Cash or Check payable to the City of Portland.)

_√__ Conditional Use Review to Ensure Workforce Housing ($100.00) (Please submit a separate application for the applicable site plan review. Fees and charges are listed within the application)	The City invoices separately for the following: • Notices ($.75 each) • Legal Ad (% of total Ad) • Planning Review ($40.00 hour) • Legal Review ($75.00 hour) Third party review fees are assessed separately. Any outside reviews or analysis requested from the Applicant as part of the development review, are the responsibility of the Applicant and are separate from any application or invoice fees.

APPLICATION SUBMISSION:

1. All site plans and written application materials must be submitted electronically on a CD or thumb drive with each plan and each document submitted as separate files. Naming conventions for the individual files can be found on the **Electronic Plan and Document Submittal** page of the City's website at http://me-portland.civicplus.com/764/Electronic-Plan-and-Document-Submittal

2. In addition, one (1) paper set of the plans (full size), one (1) paper set of plans (11 x 17), paper copy of written materials, and the application fee must be submitted to the Building Inspections Office to start the review process.

The Conditional Use Application to Ensure Workforce Housing must be complete, including but not limited to the contact information, project data, application checklist, and applicant signature. The submissions shall include one (1) paper packet with folded plans containing the following materials:

1. **One (1) full size site plans** that must be **folded.**
2. One (1) copy of all written materials or as follows, unless otherwise noted:

Applicant Checklist	Planner Checklist	# of Copies	Written Submissions Checklist
√		1	Application form that is completed and signed.
√		1	Cover letter stating the nature of the project.
√		1	Evidence of right, title and interest.
√		1	Written Submittals that address the conditional use standards of Sec. 14-484, including unit size and bedroom count
√		1	Draft Workforce Housing Agreement
√		1	Proposed Marketing Strategy
√		1	Written Proposal for providing workforce units on-site, off-site, or payment of fee-in-lieu.
NA		1	If the project is to be phased, provide written description of project phasing and accommodation of workforce units.
			Plans and Construction Details Submission Checklist
√		1	An accompanying site plan application, as applicable.
√		1	Floor Plans of all units and identifying proposed designated workforce housing units
√		1	Interior Standards for Units for market rate and workforce housing units, including kitchen, bathroom, flooring and closet amenities
NA		1	If workforce units are proposed off-site, provide vicinity map with project location and workforce unit locations within the applicable census block group map or within 1500 feet of the project.

APPLICANT SIGNATURE:

I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the Planning Authority and Code Enforcement's authorized representative shall have the authority to enter all areas covered by this permit at any reasonable hour to enforce the provisions of the codes applicable to this permit.

This application is for a Conditional Use Review. It is not a permit to begin construction. An approved site plan, a Performance Guarantee, Inspection Fee, Building Permit, and associated fees will be required prior to construction. Other Federal, State or local permits may be required prior to construction, which are the responsibility of the applicant to obtain.

Signature of Applicant:	Date:
Brad Fries	2/23/16

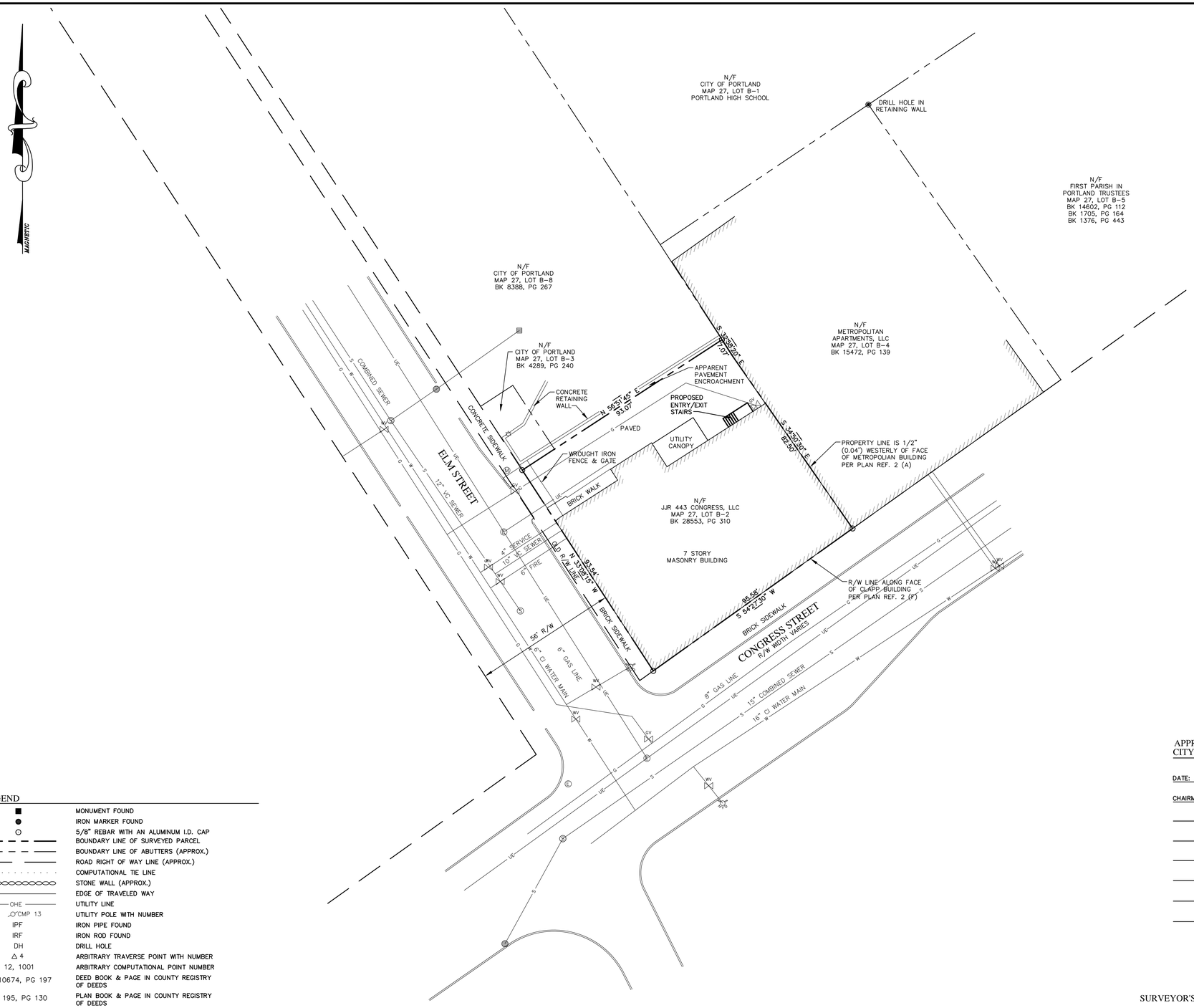
Portland's development review process and requirements are outlined in the Land Use Code (Chapter 14) which is available on our website:

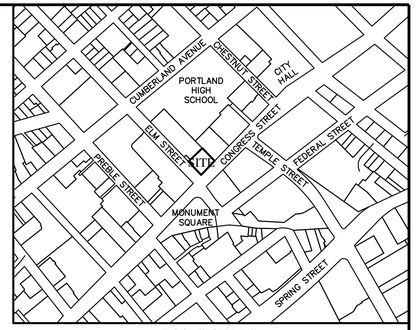
Land Use Code: http://me-portland.civicplus.com/DocumentCenter/Home/View/1080
Design Manual: http://me-portland.civicplus.com/DocumentCenter/View/2355
Technical Manual: http://me-portland.civicplus.com/DocumentCenter/View/2356

Planning Division
Fourth Floor, City Hall
389 Congress Street
(207) 874-8719

Housing and Community Development
Room 313, Third Floor, City Hall
389 Congress Street
(207) 482-5028

Office Hours
Monday thru Friday
8:00 a.m. – 4:30 p.m.





LOCATION MAP
NOT TO SCALE

NOTES:

1. TITLE REFERENCE FOR SURVEYED PARCEL:

BK 28553, PG 310 (CUMBERLAND COUNTY REGISTRY OF DEEDS)

2. PLAN REFERENCE(S):

A) "RECORDING PLAT, CITY OF PORTLAND TAKING, A PORTION OF CLAPP ESTATE PARCEL & THE FRESHMAN ALLEY PASSAGEWAY", DATED JULY 12, 1988, BY LAND USE CONSULTANTS, RECORDED IN PB 172, PG 32.
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D) "PLAN OF PROPERTY IN PORTLAND, MAINE MADE FOR FIRST PARISH CHURCH", DATED AUGUST 13, 1979, BY H.I. & E.C. JORDAN – SURVEYORS, RECORDED IN PB 124, PG 61.
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F) "CONGRESS STREET SHEETS, SHEET NO. 2", PROVIDED BY CITY OF PORTLAND DEPARTMENT OF PUBLIC WORKS, DATED DEC. 1925.

3. AREA INFORMATION:

8,623 SQ. FT. OR 0.20 ACRES

4. TAX MAP REFERENCE:

TAX MAP 27, LOT B-2

5. BASIS OF BEARINGS:

BEARINGS ARE MAGNETIC (1988) AND ARE BASED ON HAND COMPASS BEARINGS ALONG RANDOM TRAVERSE LINES.

6. ROAD INFORMATION:

CONGRESS STREET WIDTH VARIES. ELM STREET WIDTH IS 56 FEET PER PLANS REFERENCED IN NOTE 2(A) THROUGH 2(F) ABOVE. LOCATIONS ARE BASED ON EVIDENCE FOUND.

7. UTILITY INFORMATION:
WATER LINE INFORMATION BASED ON DATA PROVIDED BY THE PORTLAND WATER DISTRICT AND STRUCTURES LOCATED.

SEWER & STORM DRAIN INFORMATION BASED ON DATA PROVIDED BY THE CITY OF PORTLAND PUBLIC WORKS DEPARTMENT AND STRUCTURES LOCTAED.

NATURAL GAS MAIN INFORMATION BASED ON DATA PROVIDED BY CITY OF PORTLAND PUBLIC WORKS DEPARTMENT AND STRUCTURES LOCATED. UNITIL DID NOT PROVIDE DATA FOR THIS AREA.

8. RESIDENTIAL UNITS:

- TOTAL UNITS LOCATED ON FLOORS 4 THROUGH 7: FOUR (4) STUDIO; EIGHT (8) TWO-BEDROOM; AND SIXTEEN (16) ONE-BEDROOM.
- INCLUSIONARY ZONING UNITS: TWO (2) ONE-BEDROOMS LOCATED ON FLOORS 4 AND 5; AND TWO (2) STUDIOS LOCATED ON FLOORS 4 AND 5.

9. LANDSCAPING WAIVER:

OWNER REQUESTS A WAIVER TO MAKE FINANCIAL CONTRIBUTION IN LIEU OF TREES AS ALLOWED BY CITY ORDINANCE. ONE (1) TREE PER APARTMENT UNIT OR $200 PER REQUIRED TREE.

APPROVAL
CITY OF PORTLAND PLANNING BOARD

DATE: _____

CHAIRMAN: _____

_____

_____

_____

_____

_____

_____

ADDRESS OF RECORD OWNER:

JJR 443 CONGRESS LLC
ONE CITY CENTER, 4TH FLOOR
PORTLAND, ME 04101

LEGEND

■	MONUMENT FOUND
●	IRON MARKER FOUND
○	5/8" REBAR WITH AN ALUMINUM I.D. CAP
	BOUNDARY LINE OF SURVEYED PARCEL
	BOUNDARY LINE OF ABUTTERS (APPROX.)
	ROAD RIGHT OF WAY LINE (APPROX.)
	COMPUTATIONAL TIE LINE
	STONE WALL (APPROX.)
	EDGE OF TRAVELED WAY
OHE	UTILITY LINE
CMP 13	UTILITY POLE WITH NUMBER
IPF	IRON PIPE FOUND
IRF	IRON ROD FOUND
DH	DRILL HOLE
△ 4	ARBITRARY TRAVERSE POINT WITH NUMBER
12, 1001	ARBITRARY COMPUTATIONAL POINT NUMBER
BK 10674, PG 197	DEED BOOK & PAGE IN COUNTY REGISTRY OF DEEDS
PB 195, PG 130	PLAN BOOK & PAGE IN COUNTY REGISTRY OF DEEDS
R/W	RIGHT OF WAY
N/F	NOW OR FORMERLY HELD BY
AC.	ACRES
±	MORE OR LESS
Ⓢ	SEWER MANHOLE
☼	LIGHT POLE
▦	CATCH BASIN
WV	WATER SHUT OFF
FH	HYDRANT
SIGN	SIGN
WV	WATER VALVE
TBM	ELEVATION TEMPORARY BENCH MARK
TP	TEST PIT

GRAPHIC SCALE

20 0 10 20 40 80

(IN FEET)
1 inch = 20 ft.

CUMBERLAND COUNTY REGISTRY OF DEEDS:

RECEIVED_____

AT _____ HRS _____ MIN ___ M, AND

FILED IN PLAN BOOK _____ PAGE _____.

ATTESTED: _____, REGISTER

SURVEYOR'S CERTIFICATION:

THE PREPARER HEREBY CERTIFIES THAT THIS SURVEY HAS BEEN UNDERTAKEN IN CONFORMANCE WITH THE RULES SET FORTH BY THE BOARD OF LICENSURE FOR PROFESSIONAL LAND SURVEYORS, DATED APRIL 1, 2001, FOR A BOUNDARY SURVEY.

STATE OF MAINE
KEVIN P. CLARK
#2245
PROFESSIONAL LAND SURVEYOR

_____
DATE

_____
KEVIN P. CLARK, PLS #2245

NOT VALID UNLESS EMBOSSED HERE

1. 02-19-2016 REVISED PER CITY STAFF COMMENTS SUBMITTED FOR REVIEW	KPC

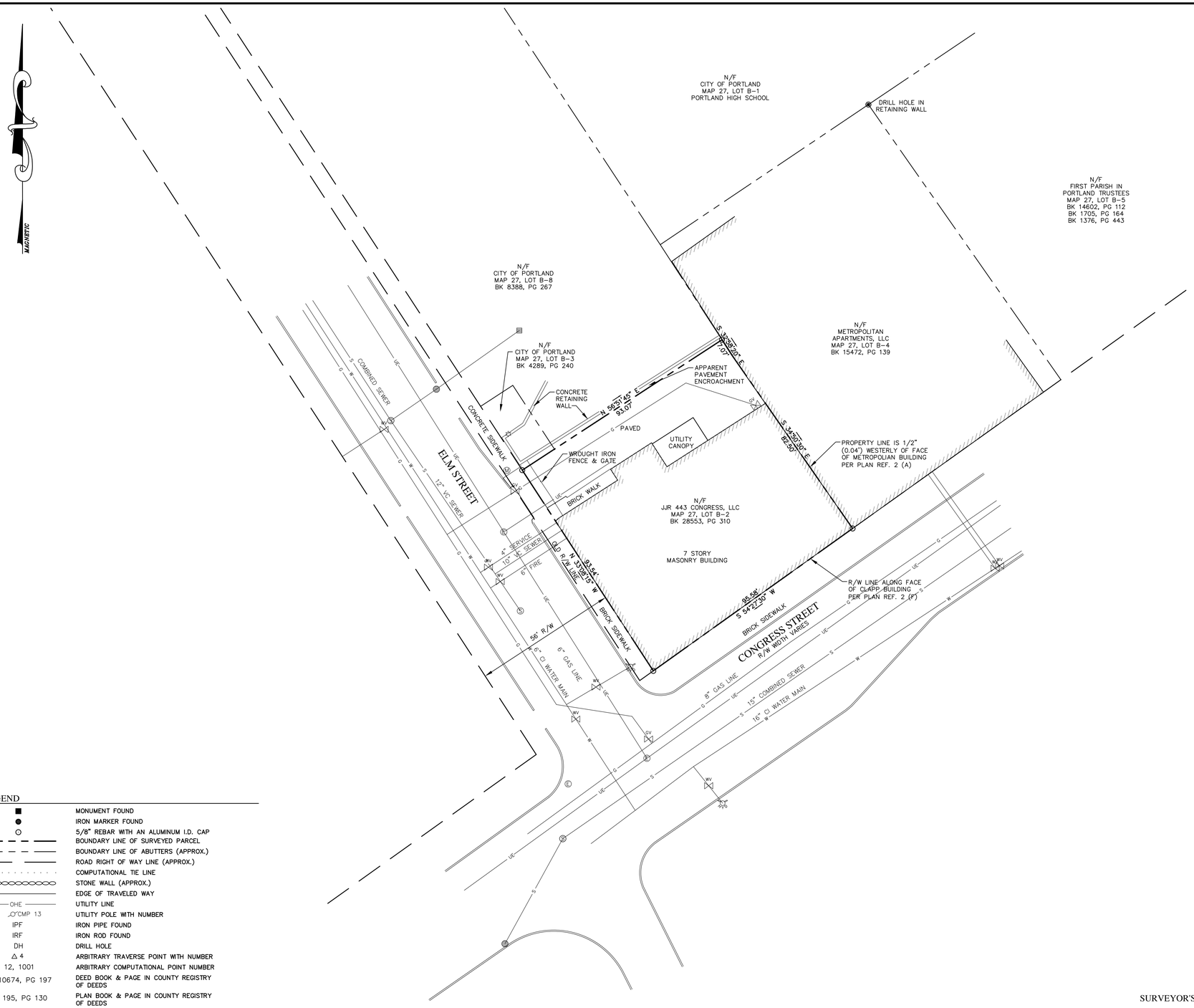
SUBDIVISION PLAT
of Land & Building of

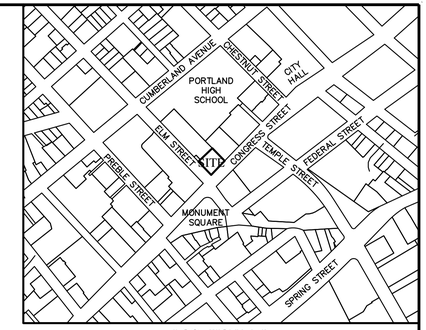
JJR 443 CONGRESS LLC
CLAPP MEMORIAL BUILDING

443 CONGRESS STREET
PORTLAND, MAINE

SITELINES, PA
ENGINEERS • PLANNERS • SURVEYORS
LANDSCAPE ARCHITECTS
8 CUMBERLAND STREET, BRUNSWICK, ME 04011
207.725.1200 www.sitelinespa.com

FIELD WK: CH/MC	SCALE: 1"=20'	SHEET: 2 of 2
DRN BY: KPC	JOB #: 2667	
CH'D BY: KPC	MAP/LOT:	
DATE: 11-20-2015	FILE: 2667 SV	





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NATURAL GAS MAIN INFORMATION BASED ON DATA PROVIDED BY UNITIL AND STRUCTURES LOCATED.

LEGEND

■	MONUMENT FOUND
●	IRON MARKER FOUND
○	5/8" REBAR WITH AN ALUMINUM I.D. CAP
— — —	BOUNDARY LINE OF SURVEYED PARCEL
— — —	BOUNDARY LINE OF ABUTTERS (APPROX.)
———	ROAD RIGHT OF WAY LINE (APPROX.)
. . . . .	COMPUTATIONAL TIE LINE
○○○○○○○○○○	STONE WALL (APPROX.)
———	EDGE OF TRAVELED WAY
——OHE——	UTILITY LINE
○ CMP 13	UTILITY POLE WITH NUMBER
IPF	IRON PIPE FOUND
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☼	LIGHT POLE
▦	CATCH BASIN
	WATER SHUT OFF
	HYDRANT
	SIGN
	WATER VALVE

GRAPHIC SCALE

20 0 10 20 40 80

(IN FEET)
1 inch = 20 ft.

CUMBERLAND COUNTY REGISTRY OF DEEDS:

RECEIVED_____

AT _____ HRS _____ MIN ___ M, AND

FILED IN PLAN BOOK _____ PAGE _____.

ATTESTED: _____, REGISTER

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STATE OF MAINE
KEVIN P. CLARK
#2245
PROFESSIONAL LAND SURVEYOR

_____
DATE

_____
KEVIN P. CLARK, PLS #2245

NOT VALID UNLESS EMBOSSED HERE

ADDRESS OF RECORD OWNER:

JJR 443 CONGRESS LLC
ONE CITY CENTER, 4TH FLOOR
PORTLAND, ME 04101

1. 02-19-2016 REVISED PER CITY STAFF COMMENTS SUBMITTED FOR REVIEW — KPC

EXISTING CONDITIONS SURVEY PLAN of Land of

JJR 443 CONGRESS LLC
CLAPP MEMORIAL BUILDING

443 CONGRESS STREET
PORTLAND, MAINE

SITELINES, PA
ENGINEERS • PLANNERS • SURVEYORS
LANDSCAPE ARCHITECTS
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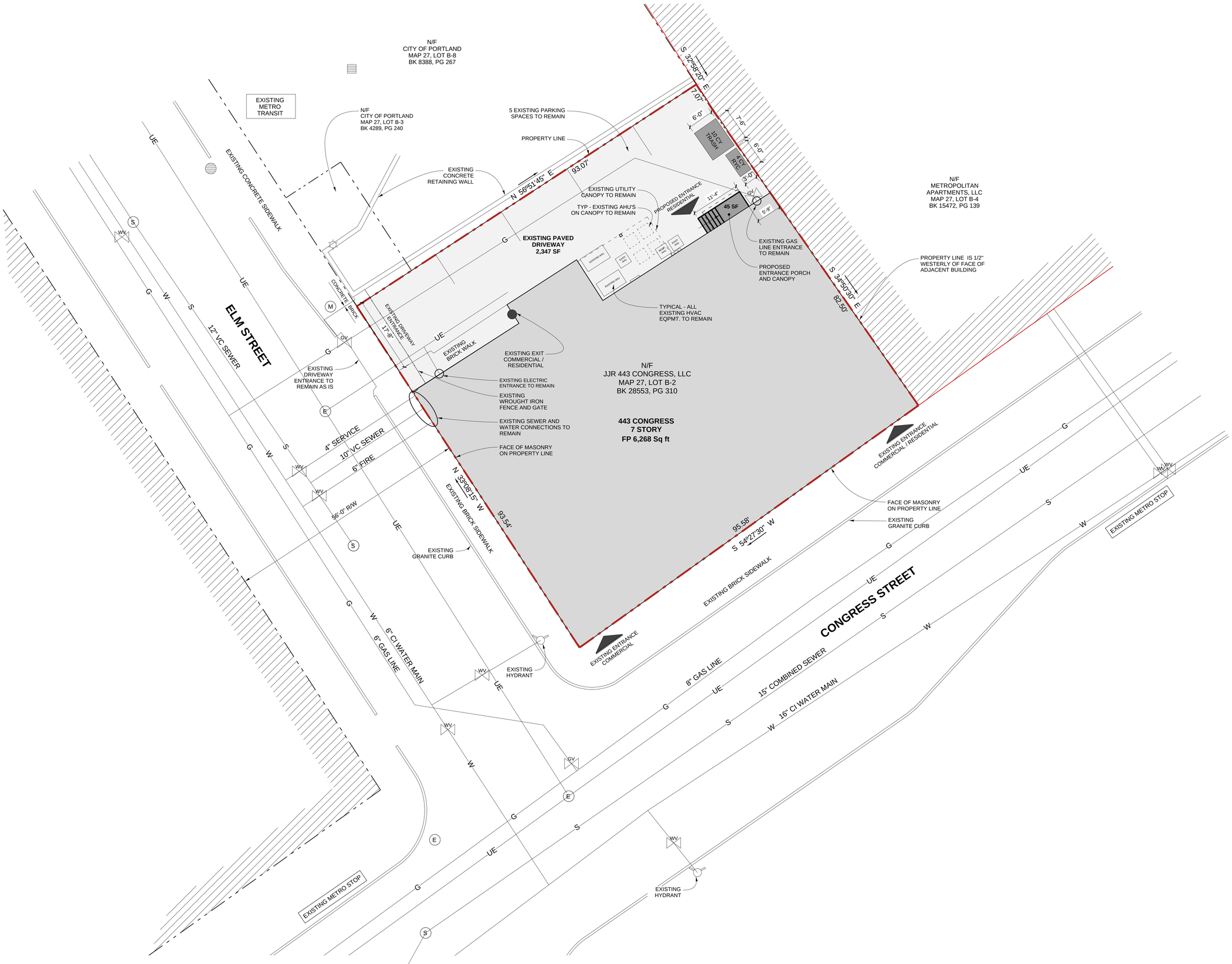
207.725.1200 www.sitelinespa.com

FIELD WK: CH/MC	SCALE: 1"=20'	SHEET: 1 of 2
DRN BY: KPC	JOB #: 2667	
CH'D BY: KPC	MAP/LOT:	
DATE: 11-20-2015	FILE: 2667 SV	



Winton Scott Architects
5 Milk Street
Portland, Maine 04101
207 774 4811
www.wintonscott.com

Architecture / Planning
Preservation Architecture
Interior Architecture

north

PLANNING BOARD SUBMISSION 01/08/16

Structural Engineer
Strucutral Integrity
Consulting Engineers, Inc.

Mechanical / Electrical Engineer
Bennett Engineering

Owner
JJR 443 Congress, LLC

443 Congress

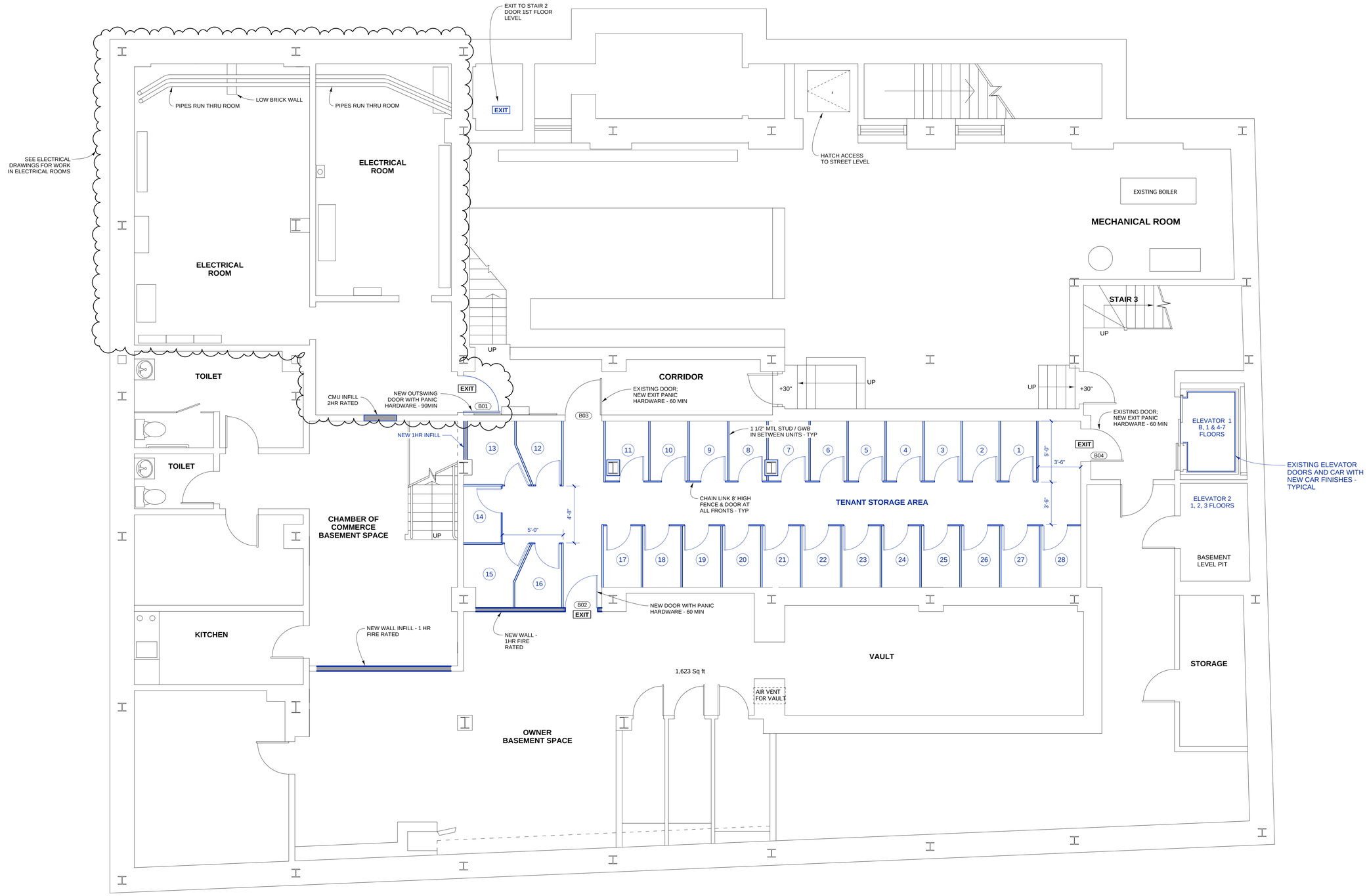
Portland, Maine

Site Plan

1" = 10'-0"

C 2.0

January 08, 2016



Winton Scott Architects
5 Milk Street
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207 774 4811
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Interior Architecture

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PLANNING BOARD
SUBMISSION
01/08/16

Structural Engineer
Strucutral Integrity
Consulting Engineers, Inc.

Mechanical / Electrical
Engineer
Bennett Engineering

Owner
JJR 443 Congress, LLC

443 Congress

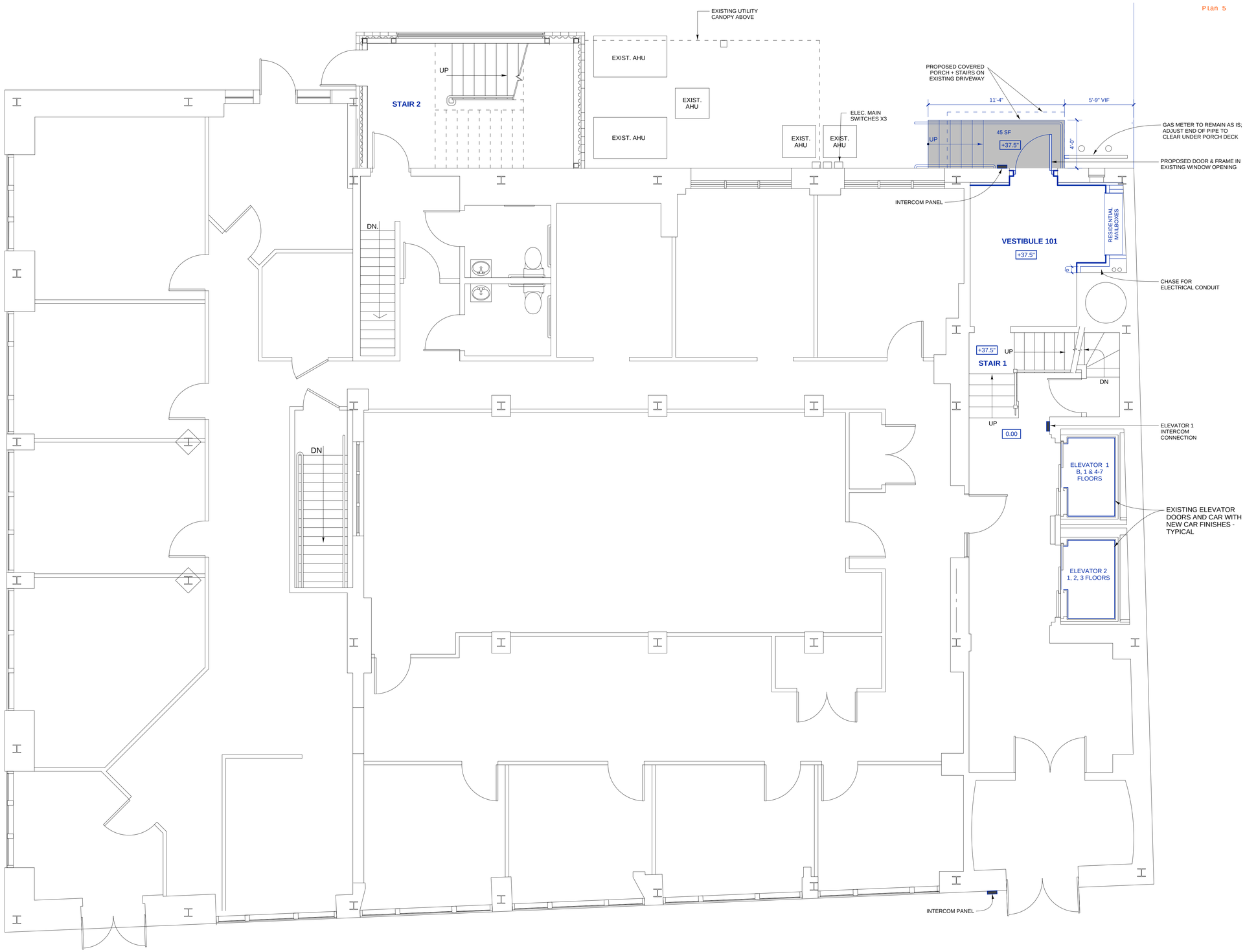
Portland, Maine

Basement
Proposed Plan

1/4" = 1'-0"

A 1.0

January 08, 2016



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www.wintonscott.com

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Preservation Architecture
Interior Architecture

north

PLANNING BOARD SUBMISSION 01/08/16

Structural Engineer
Strucutral Integrity Consulting Engineers, Inc.

Mechanical / Electrical Engineer
Bennett Engineering

Owner
JJR 443 Congress, LLC

443 Congress

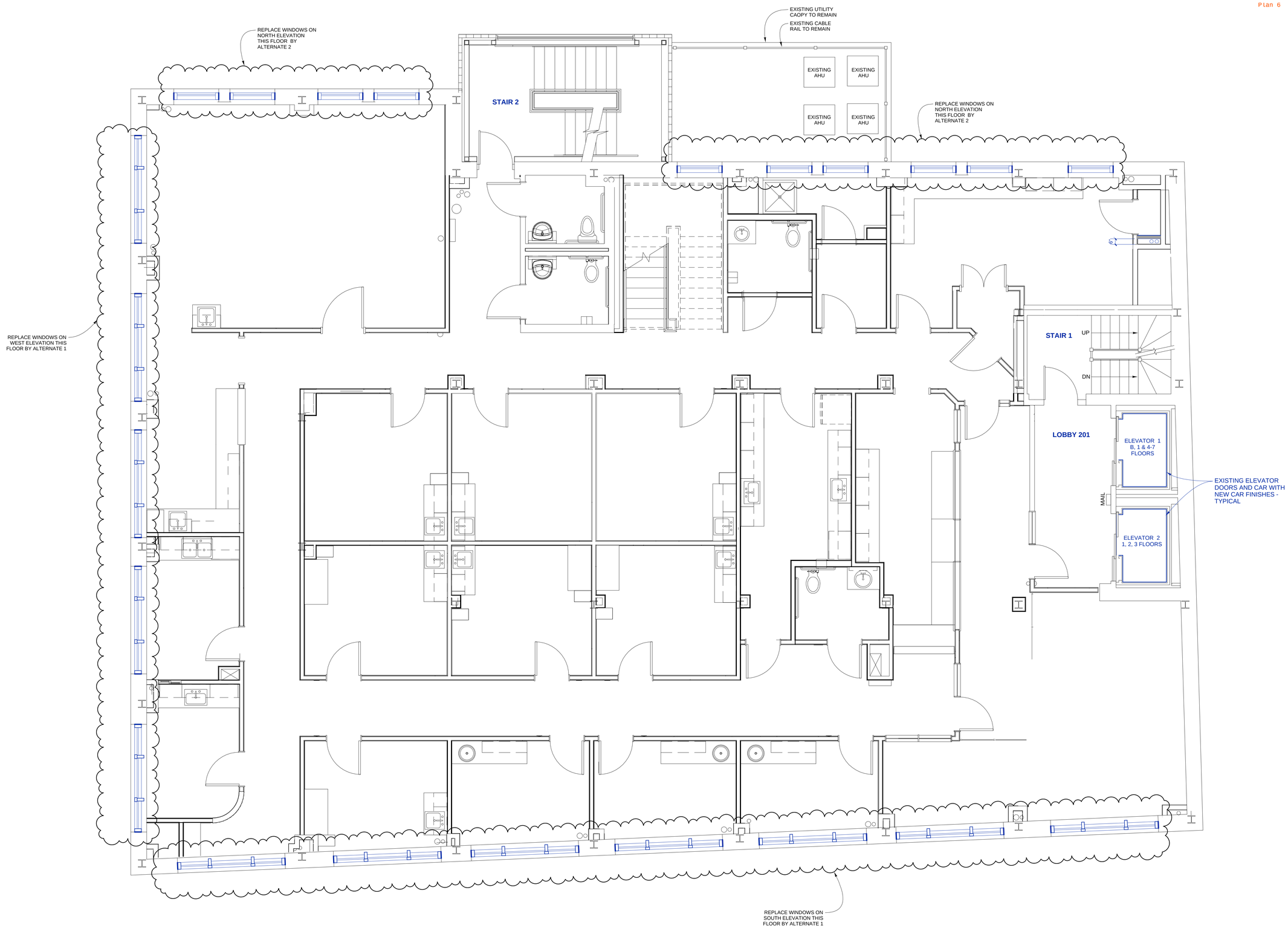
Portland, Maine

First Floor
Proposed Plan

1/4" = 1'-0"

A 1.1

January 08, 2016



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Interior Architecture

north

PLANNING BOARD SUBMISSION 01/08/16

Structural Engineer
Strucutral Integrity
Consulting Engineers, Inc.

Mechanical / Electrical Engineer
Bennett Engineering

Owner
JJR 443 Congress, LLC

443 Congress

Portland, Maine

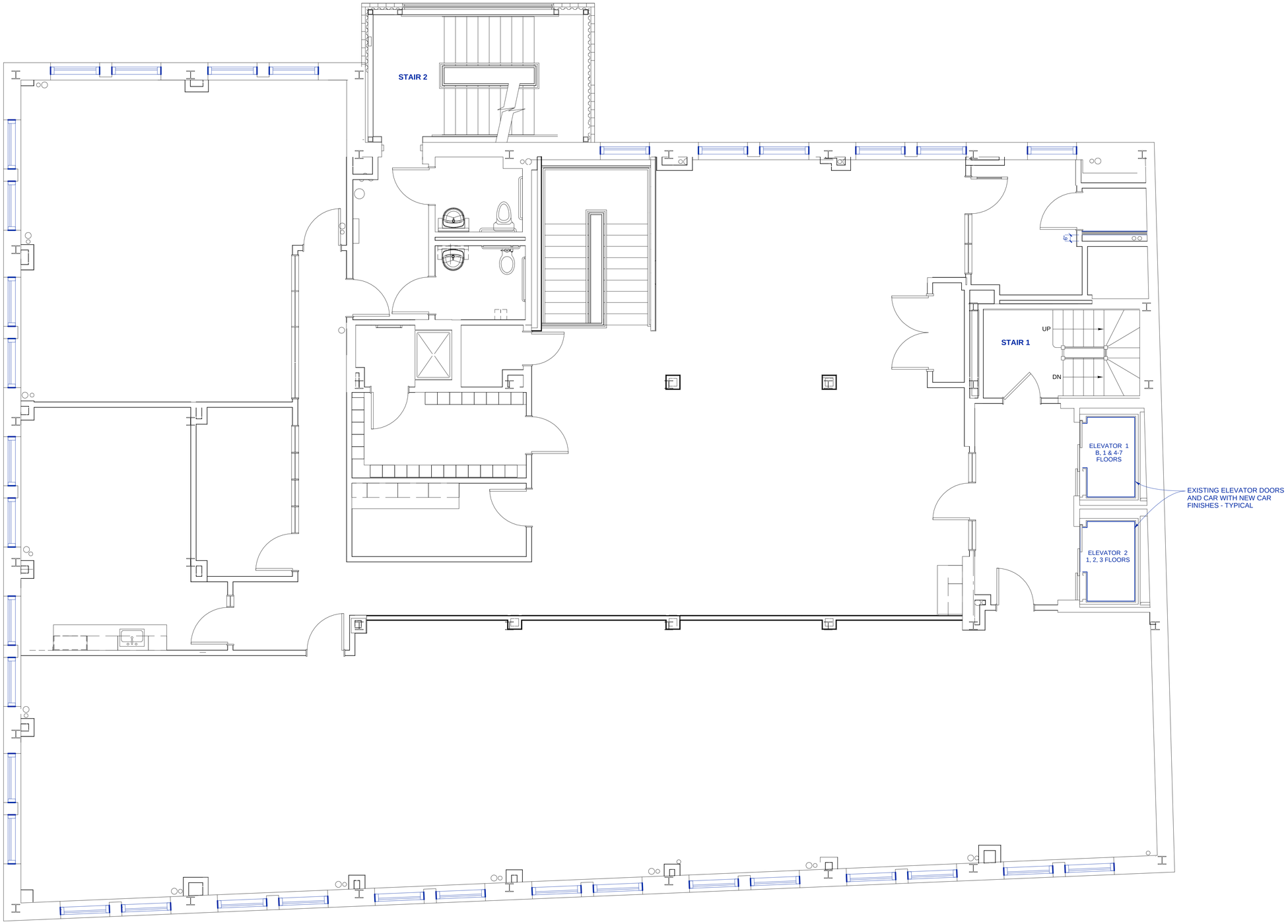
Second Floor Proposed Plan

1/4" = 1'-0"

A 1.2

January 08, 2016

Plan 7



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Architecture / Planning
Preservation Architecture
Interior Architecture

north

PLANNING BOARD
SUBMISSION
01/08/16

Structural Engineer
Strucutral Integrity
Consulting Engineers, Inc.

Mechanical / Electrical
Engineer
Bennett Engineering

Owner
JJR 443 Congress, LLC

443 Congress

Portland, Maine

Third Floor
Proposed Plan

1/4" = 1'-0"

A 1.3

January 08, 2016

CODE ANALYSIS

AREAS

FLOOR NET AREA = 5,775 SF

FLOOR GROSS AREA = 6,223 SF

BUILDING FOOTPRINT = 6,268 SF

TOTAL BUILDING AREA ABOVE GRADE = 43,561 SF

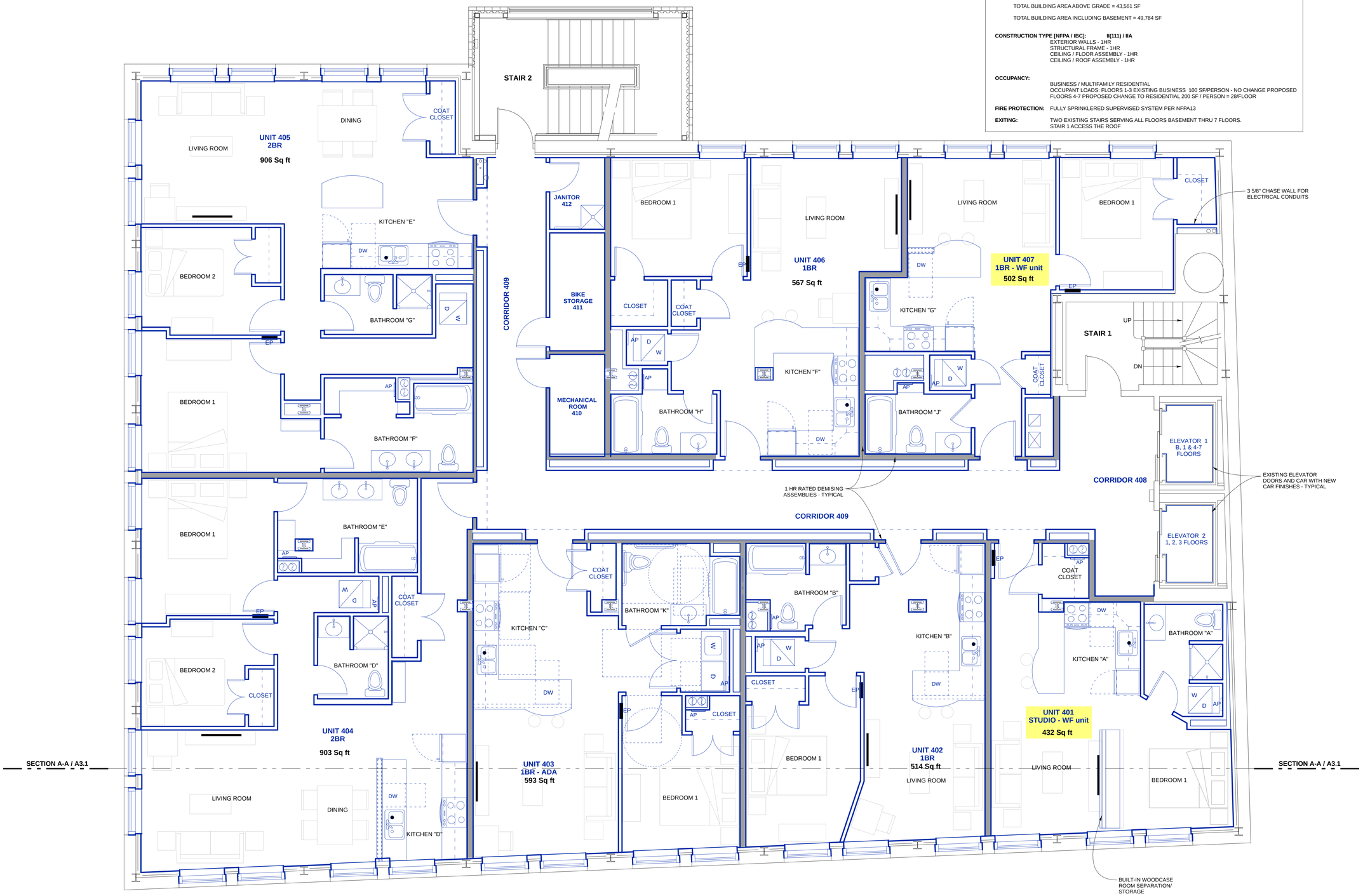
TOTAL BUILDING AREA INCLUDING BASEMENT = 49,784 SF

CONSTRUCTION TYPE [NFPA / IBC]: **II(111) / IIA**
EXTERIOR WALLS - 1HR
STRUCTURAL FRAME - 1HR
CEILING / FLOOR ASSEMBLY - 1HR
CEILING / ROOF ASSEMBLY - 1HR

OCCUPANCY:
BUSINESS / MULTIFAMILY RESIDENTIAL
OCCUPANT LOADS: FLOORS 1-3 EXISTING BUSINESS 100 SF/PERSON - NO CHANGE PROPOSED
FLOORS 4-7 PROPOSED CHANGE TO RESIDENTIAL 200 SF / PERSON = 28/FLOOR

FIRE PROTECTION: FULLY SPRINKLERED SUPERVISED SYSTEM PER NFPA13

EXITING: TWO EXISTING STAIRS SERVING ALL FLOORS BASEMENT THRU 7 FLOORS.
STAIR 1 ACCESS THE ROOF



LEGEND

WF	WORKFORCE UNIT PER INLCUSIONARY ZONING
	NEW CONSTRUCTION PARTITION
	EXISTING CONSTRUCTION
	1 HR FIRE RATED PARTITION
4	PARTITION TYPE
401.1	DOOR NUMBER
W1 401	WINDOW NUMBER: TYPE / LOCATION

Plan 8

Winton Scott Architects
5 Milk Street
Portland, Maine 04101
207 774 4811
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Architecture / Planning
Preservation Architecture
Interior Architecture

north

PLANNING BOARD SUBMISSION REVISION 1 02/23/16

Structural Engineer
Strucutral Integrity
Consulting Engineers, Inc.

Mechanical / Electrical Engineer
Bennett Engineering

Owner
JJR 443 Congress, LLC

443 Congress

Portland, Maine

Fourth Floor
Proposed Plan

1/4" = 1'-0"

A 1.4

REVISION 1:
February 23, 2016
January 8, 2016

LEGEND

WF	WORKFORCE UNIT PER INLCUSIONARY ZONING
	NEW CONSTRUCTION PARTITION
	EXISTING CONSTRUCTION
	1 HR FIRE RATED PARTITION
4	PARTITION TYPE
401.1	DOOR NUMBER
W1 401	WINDOW NUMBER: TYPE / LOCATION

Winton Scott Architects
5 Milk Street
Portland, Maine 04101
207 774 4811
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Architecture / Planning
Preservation Architecture
Interior Architecture

north

PLANNING BOARD SUBMISSION REVISION 1 02/23/16

Structural Engineer
Strucutral Integrity Consulting Engineers, Inc.

Mechanical / Electrical Engineer
Bennett Engineering

Owner
JJR 443 Congress, LLC

443 Congress

Portland, Maine

Fifth Floor
Proposed Plan

1/4" = 1'-0"

A 1.5

REVISION 1:
February 23, 2016
January 8, 2016

Winton Scott Architects
5 Milk Street
Portland, Maine 04101
207 774 4811
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Architecture / Planning
Preservation Architecture
Interior Architecture

north

PLANNING BOARD SUBMISSION 01/08/16

Structural Engineer
Strucutral Integrity
Consulting Engineers, Inc.

Mechanical / Electrical Engineer
Bennett Engineering

Owner
JJR 443 Congress, LLC

443 Congress

Portland, Maine

Sixth Floor
Proposed Plan

1/4" = 1'-0"

A 1.6

January 08, 2016

Plan 11

Winton Scott Architects
5 Milk Street
Portland, Maine 04101
207 774 4811
www.wintonscott.com

Architecture / Planning
Preservation Architecture
Interior Architecture

north

PLANNING BOARD
SUBMISSION
01/08/16

Structural Engineer
Strucutral Integrity
Consulting Engineers, Inc.

Mechanical / Electrical
Engineer
Bennett Engineering

Owner
JJR 443 Congress, LLC

443 Congress

Portland, Maine

Seventh Floor
Proposed Plan

1/4" = 1'-0"

A 1.7

January 08, 2016

Winton Scott Architects
5 Milk Street
Portland, Maine 04101
207 774 4811
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Architecture / Planning
Preservation Architecture
Interior Architecture

north

PLANNING BOARD SUBMISSION 01/08/16

Structural Engineer
Strucutral Integrity Consulting Engineers, Inc.

Mechanical / Electrical Engineer
Bennett Engineering

Owner
JJR 443 Congress, LLC

443 Congress

Portland, Maine

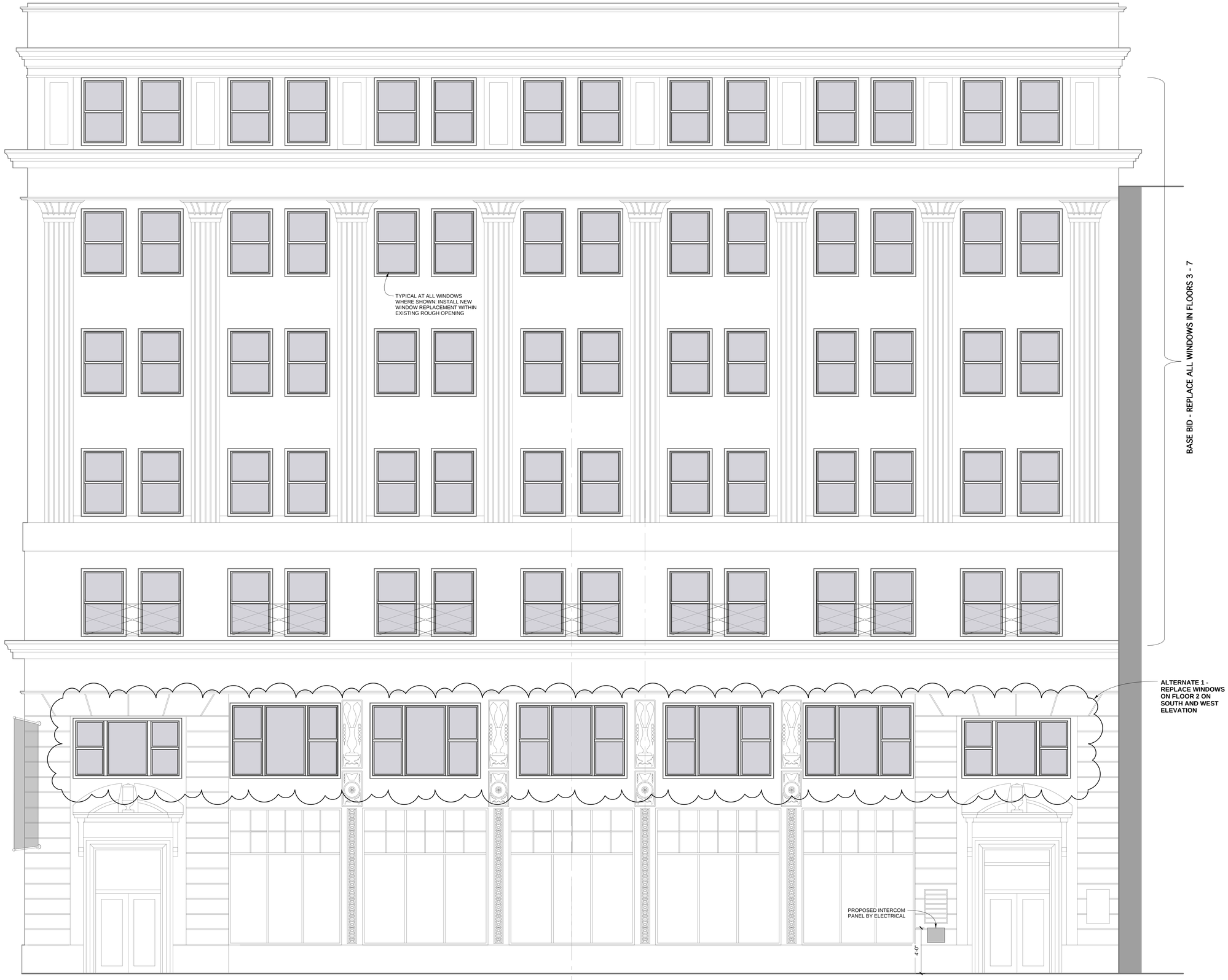
Roof Plan Proposed

1/4" = 1'-0"

A 1.8

January 08, 2016

Plan 13



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Architecture / Planning
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Structural Engineer
Strucutral Integrity
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Mechanical / Electrical Engineer
Bennett Engineering

Owner
JJR 443 Congress, LLC

443 Congress

Portland, Maine

Building South Elevation
Proposed

Congress Street

1/4" = 1'-0"

A 2.1

January 08, 2016

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Architecture / Planning
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Interior Architecture

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Mechanical / Electrical Engineer
Bennett Engineering

Owner
JJR 443 Congress, LLC

443 Congress

Portland, Maine

Building West Elevation
Proposed

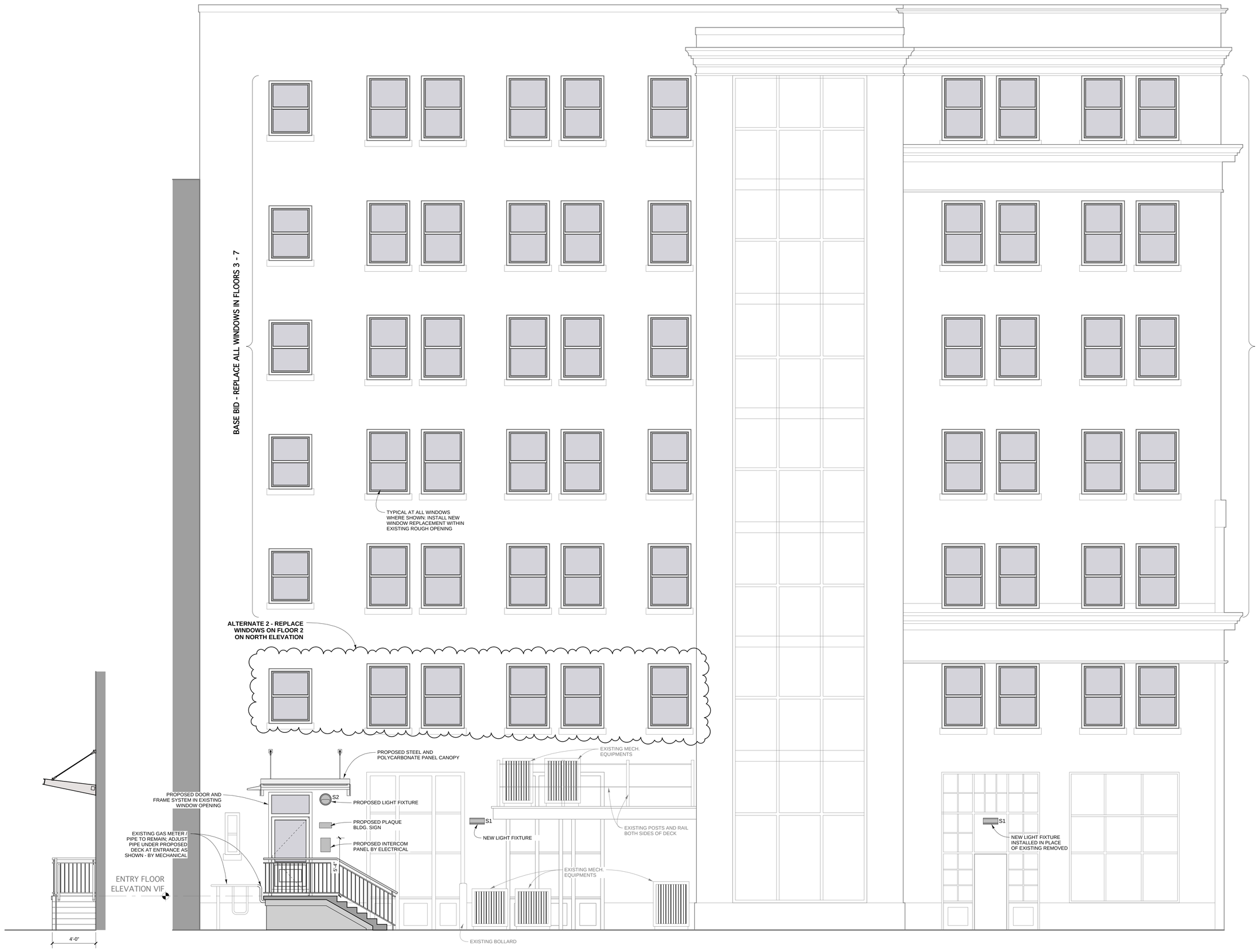
Elm Street

1/4" = 1'-0"

A 2.2

January 08, 2016

Plan 15



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Architecture / Planning
Preservation Architecture
Interior Architecture

PLANNING BOARD SUBMISSION 01/08/16

Structural Engineer
Strucutral Integrity
Consulting Engineers, Inc.

Mechanical / Electrical Engineer
Bennett Engineering

Owner
JJR 443 Congress, LLC

443 Congress

Portland, Maine

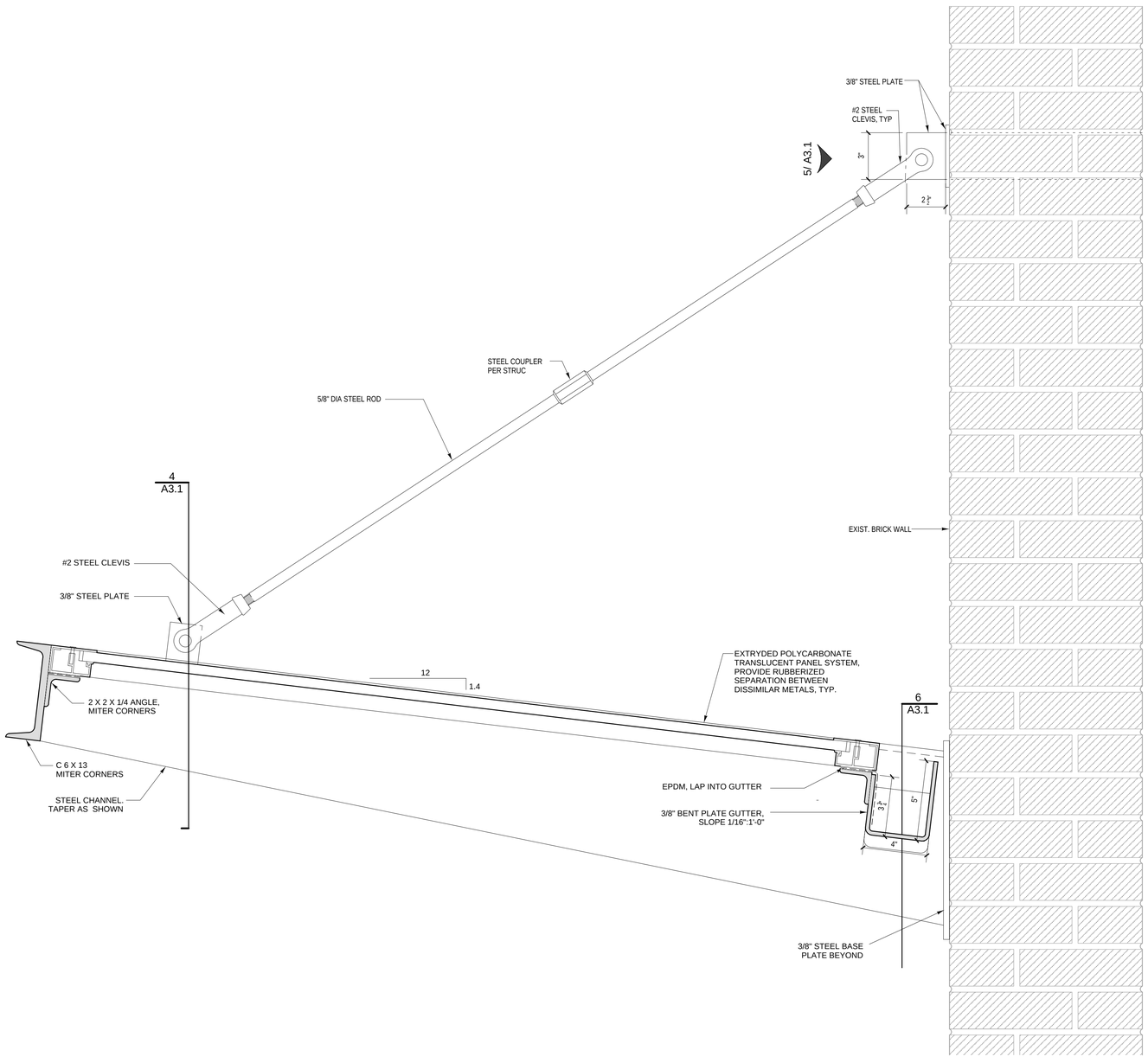
Building North Elevation

Proposed

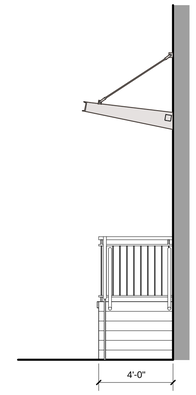
1/4" = 1'-0"

A 2.3

January 08, 2016

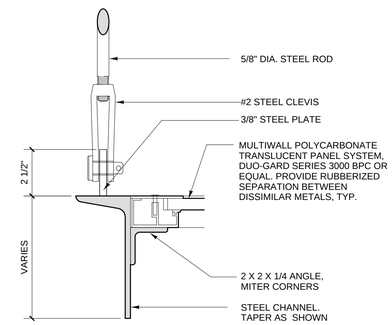


3 ENTRY CANOPY SECTION DETAIL
3" = 1'-0"

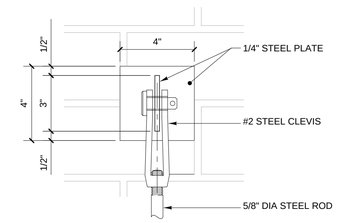


2 CANOPY WEST ELEVATION
1/4" = 1'-0"

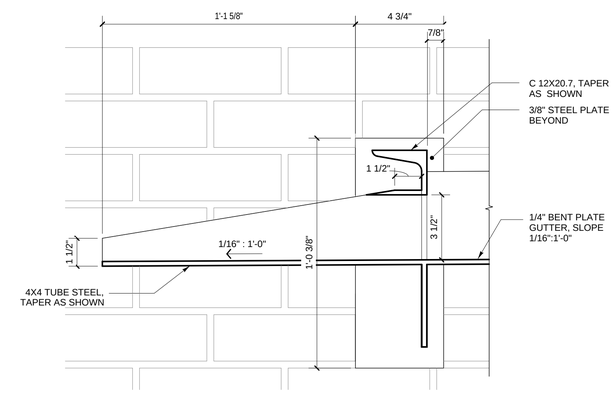
1 CANOPY NORTH ELEVATION
1/4" = 1'-0"



4 CANOPY FRAME DETAIL
3" = 1'-0"



5 CANOPY FRAME DETAIL
3" = 1'-0"



6 CANOPY FRAME DETAIL
3" = 1'-0"

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Bennett Engineering

Owner
JJR 443 Congress, LLC

443 Congress

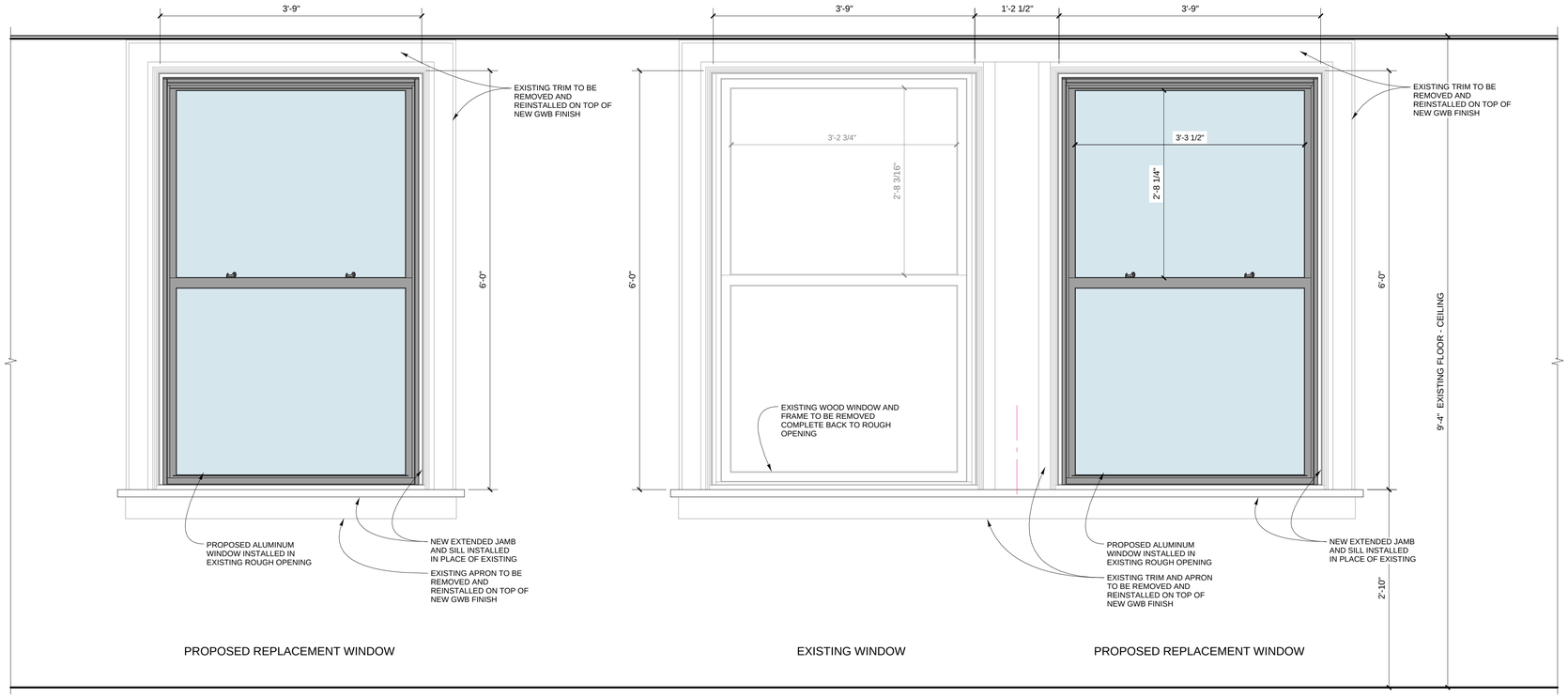
Portland, Maine

North Entrance
Canopy Detail

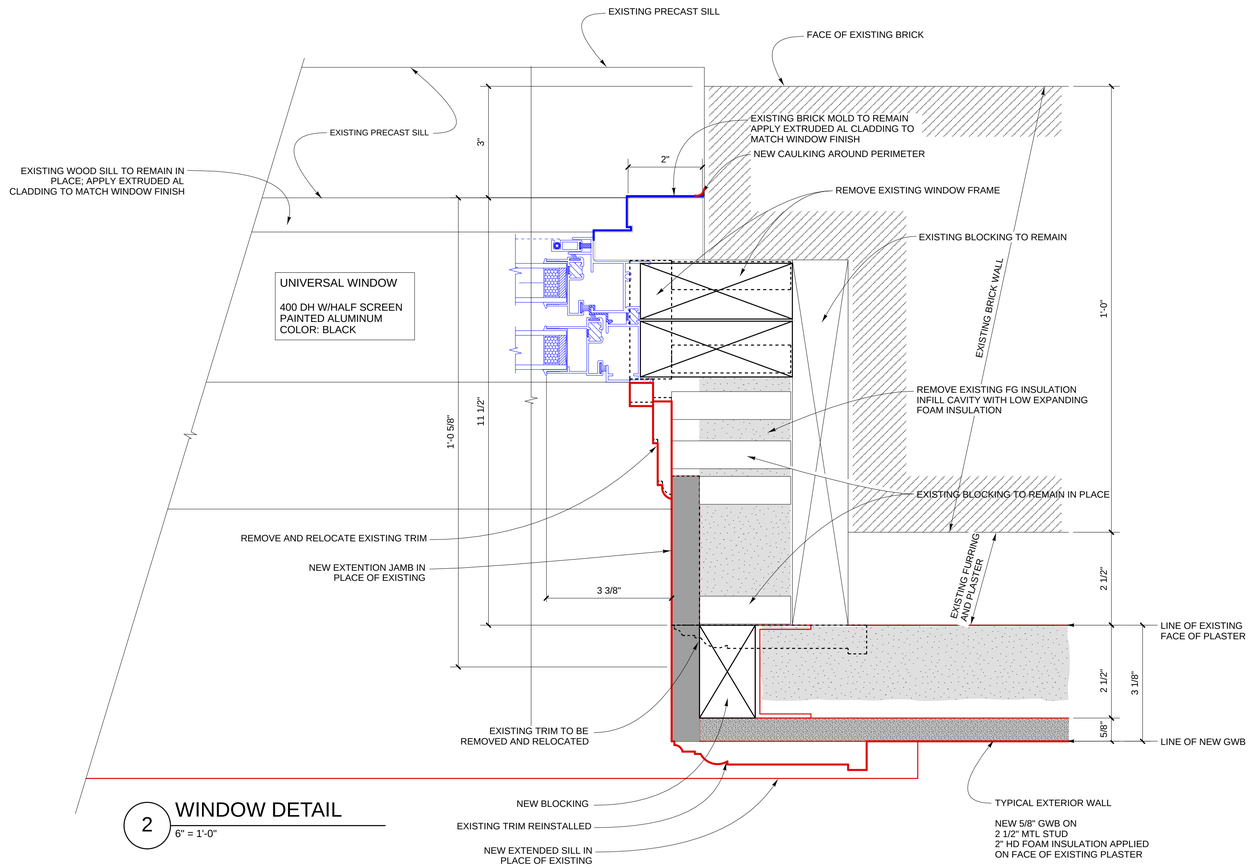
scale as shown

A 3.1

January 08, 2016



1 WINDOW ELEVATION
1" = 1'-0"



2 WINDOW DETAIL
6" = 1'-0"

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443 Congress

Portland, Maine

Window Elevation and Details

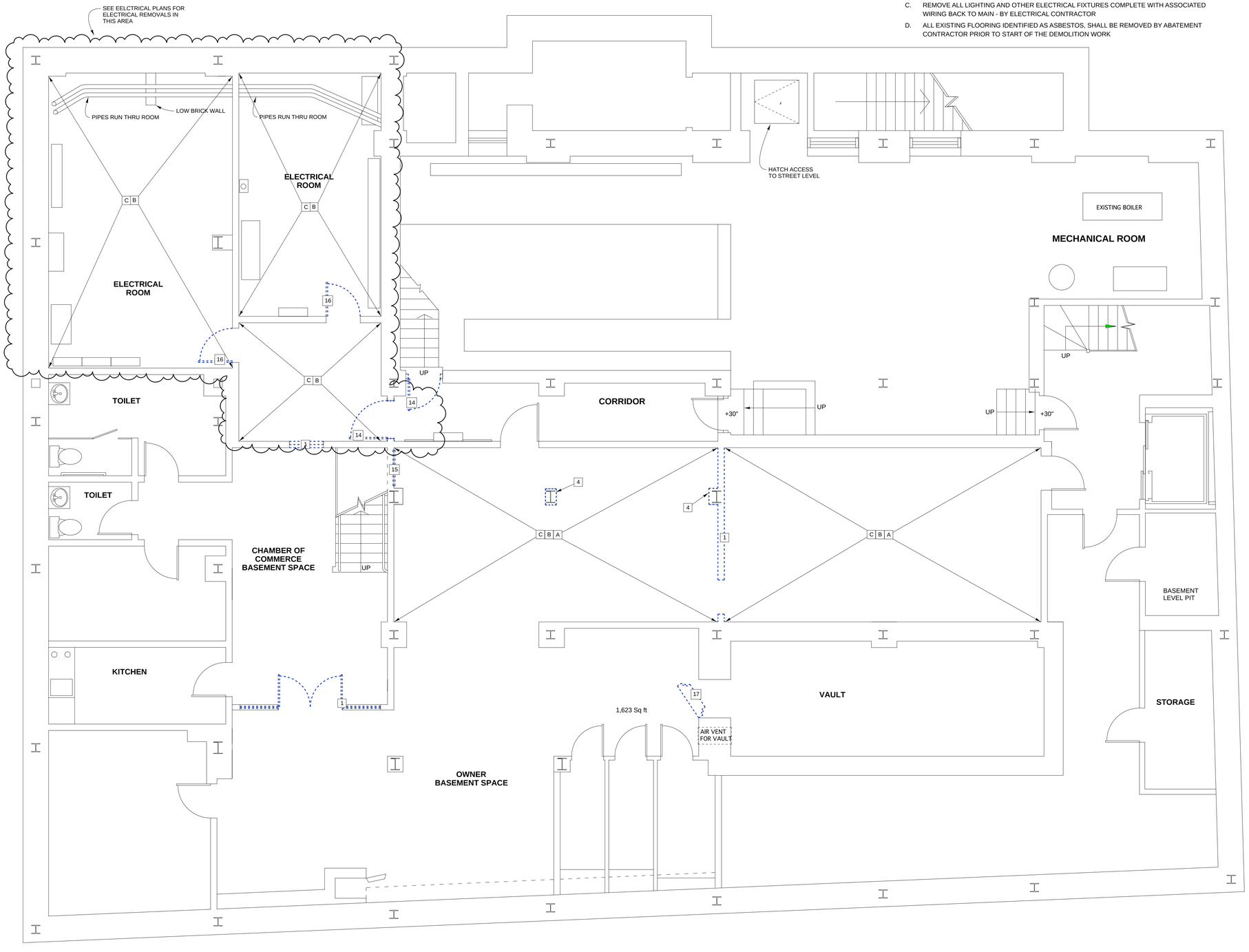
scale as shown

A 3.2

January 08, 2016

GENERAL NOTES - APPLY ON WHOLE FLOOR, U.N.O.

A. REMOVE ALL EXISTING FLOORING AND ANY UNDERLAYMENT COMPLETE. PREPARE BASE FOR INSTALLATION OF NEW FLOORING
B. REMOVE ALL EXISTING ACT CEILING SYSTEM COMPLETE
C. REMOVE ALL LIGHTING AND OTHER ELECTRICAL FIXTURES COMPLETE WITH ASSOCIATED WIRING BACK TO MAIN - BY ELECTRICAL CONTRACTOR
D. ALL EXISTING FLOORING IDENTIFIED AS ASBESTOS, SHALL BE REMOVED BY ABATEMENT CONTRACTOR PRIOR TO START OF THE DEMOLITION WORK



DEMOLITION NOTES

1. REMOVE INTERIOR WALLS AS SHWON COMPLETE WITH BASE, DOORS AND FRAMES - TYPICAL
2. NOT USED
3. REMOVE PLUMBING FIXTURES AND ASSOCIATED PIPING BACK TO MAIN; CAP AND FINISH TO PRPARE SURFACE FOR INSTALLATION OF NEW FINISH
4. REMOVE ALL COLUMN WRAP FRAMING AND FINISHES; PREPARE COLUMN FOR NEW FIRE RATING TREATMENT AND FINISH
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8. REMOVE SOFFIT COMPLETE WITH FRAMING

DEMOLITION NOTES

9. REMOVE EXISTING STEEL FRAME AND WOOD STAIR COMPLETE WITH RAILS AND BUILT-IN CABINETS; INFILL FLOORING/ CEILING ASSEMBLY TO MATCH ADJACENT IN PREPARATION FOR INSTALLATION OF THE NEW FINISHES
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443 Congress

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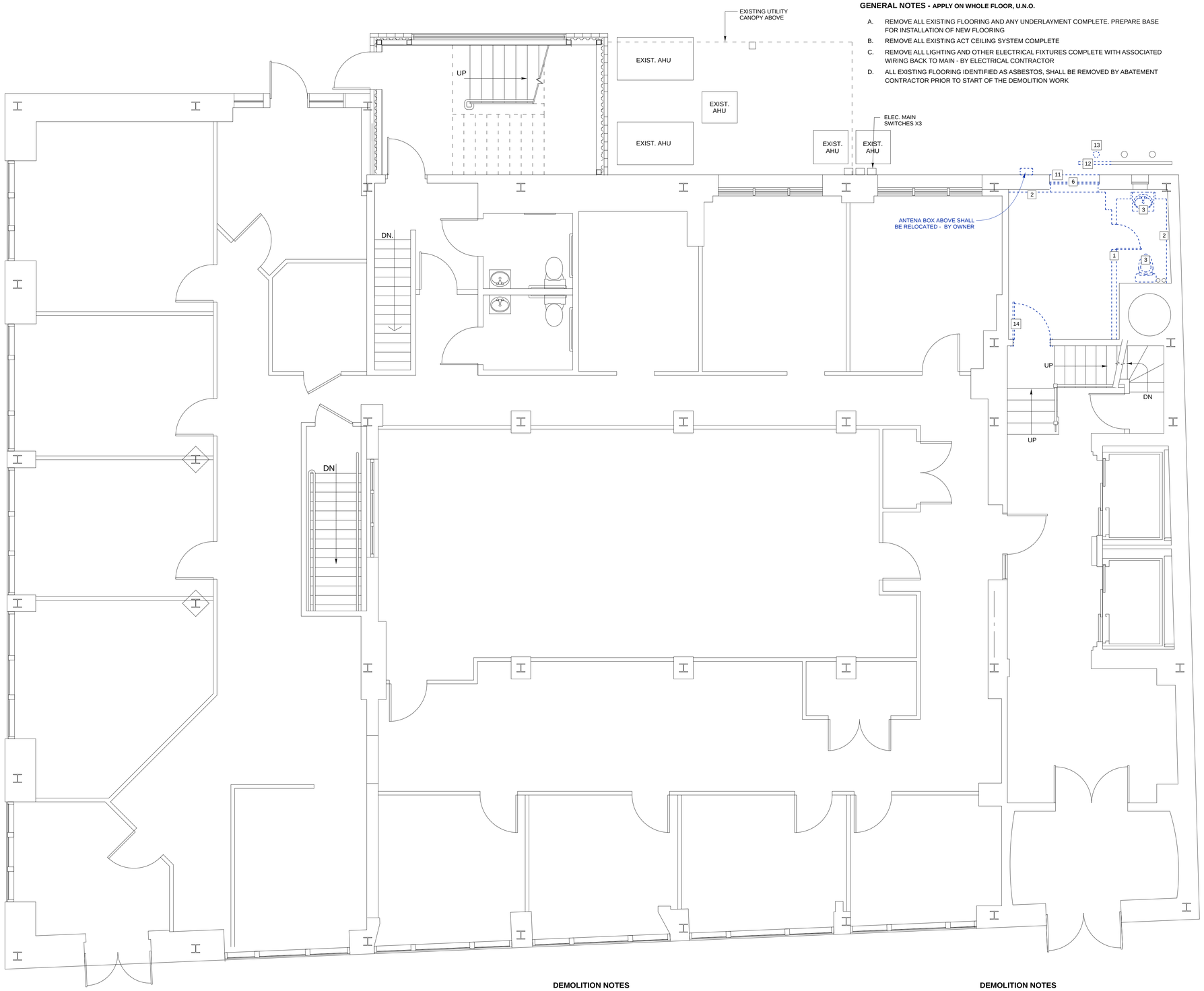
Basement Demolition Plan

1/4" = 1'-0"

D 1.0

January 08, 2016



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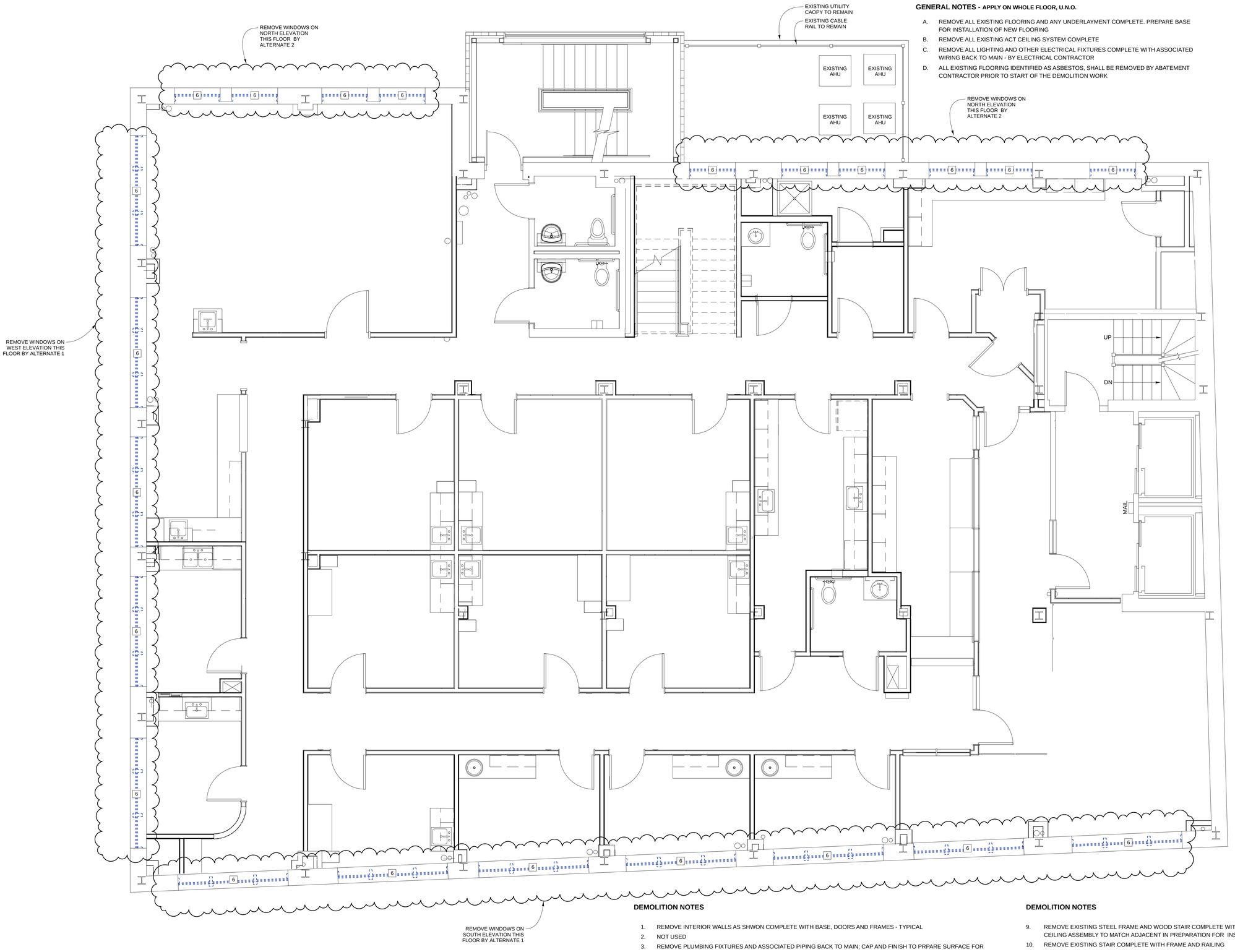
First Floor Demolition Plan

1/4" = 1'-0"

D 1.1

January 08, 2016



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443 Congress

Portland, Maine

Second Floor Demolition Plan

1/4" = 1'-0"

D 1.2

January 08, 2016

Plan 21

GENERAL NOTES - APPLY ON WHOLE FLOOR, U.N.O.

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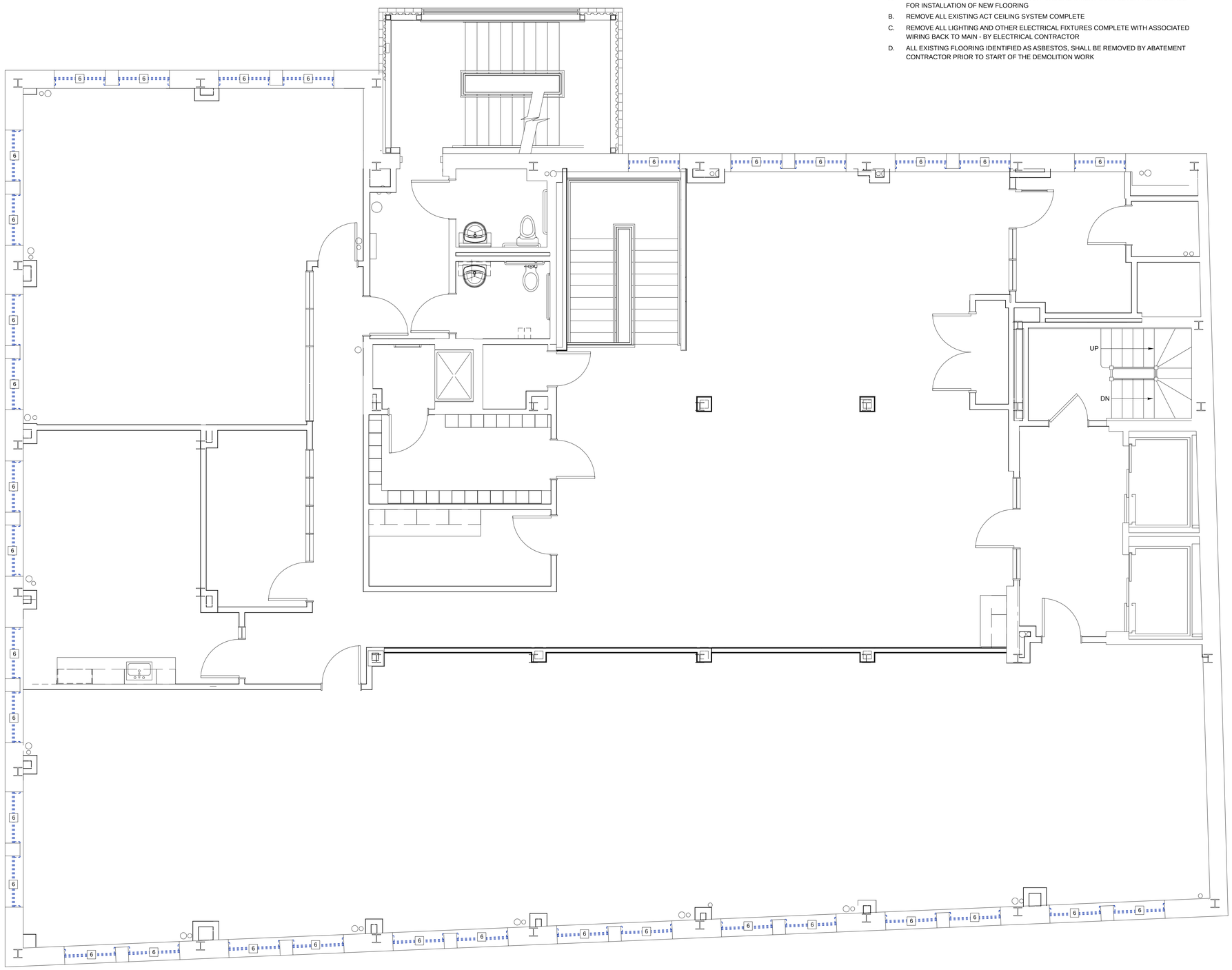

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Consulting Engineers, Inc.

Mechanical / Electrical Engineer
Bennett Engineering

Owner
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443 Congress

Portland, Maine

Third Floor Demolition Plan

1/4" = 1'-0"

D 1.3

January 08, 2016

Plan 22

GENERAL NOTES - APPLY ON WHOLE FLOOR, U.N.O.

A. REMOVE ALL EXISTING FLOORING AND ANY UNDERLAYMENT COMPLETE. PREPARE BASE FOR INSTALLATION OF NEW FLOORING

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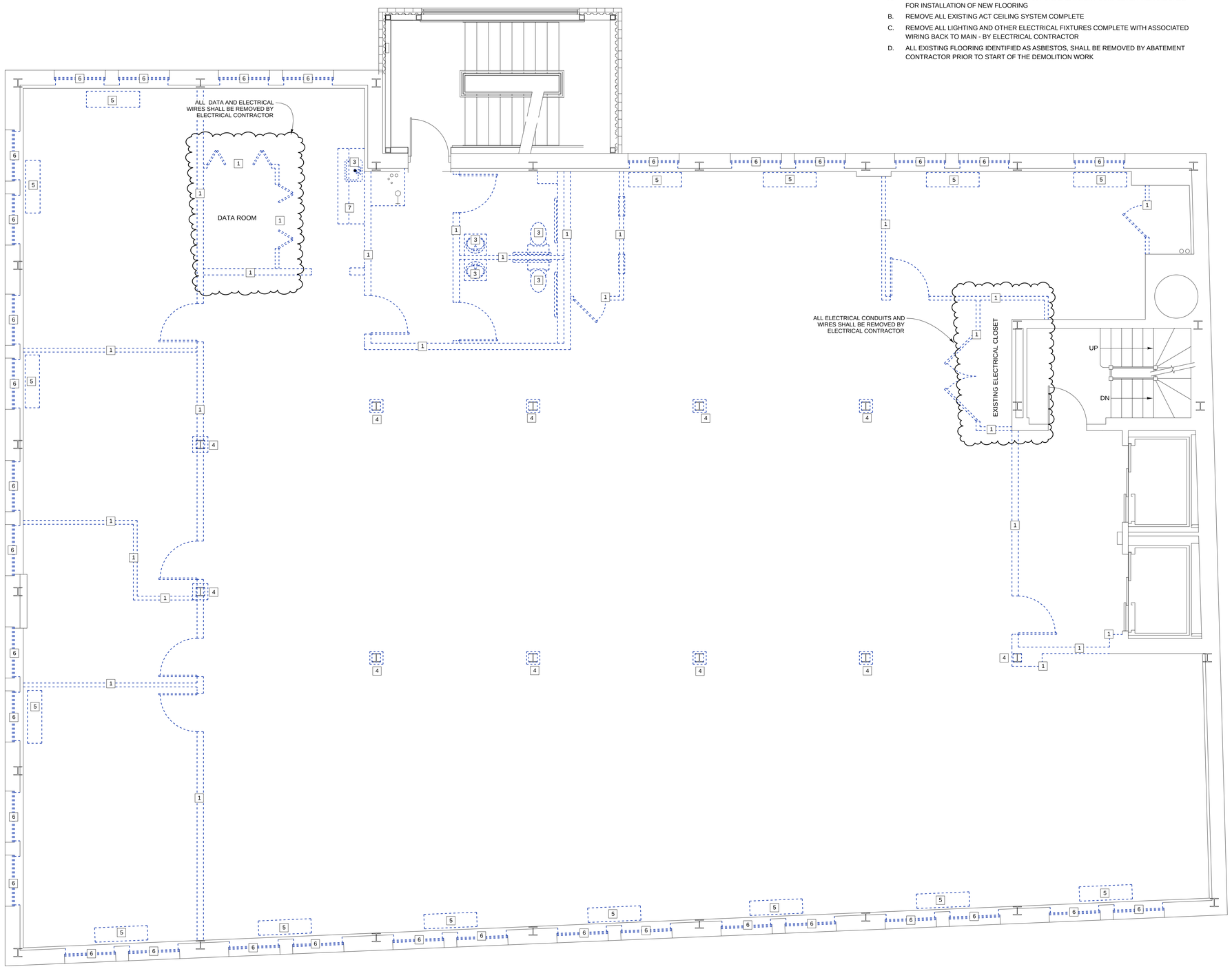

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Consulting Engineers, Inc.

Mechanical / Electrical Engineer
Bennett Engineering

Owner
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443 Congress

Portland, Maine

Fourth Floor Demolition Plan

1/4" = 1'-0"

D 1.4

January 08, 2016

Plan 23

GENERAL NOTES - APPLY ON WHOLE FLOOR, U.N.O.

A. REMOVE ALL EXISTING FLOORING AND ANY UNDERLAYMENT COMPLETE. PREPARE BASE FOR INSTALLATION OF NEW FLOORING

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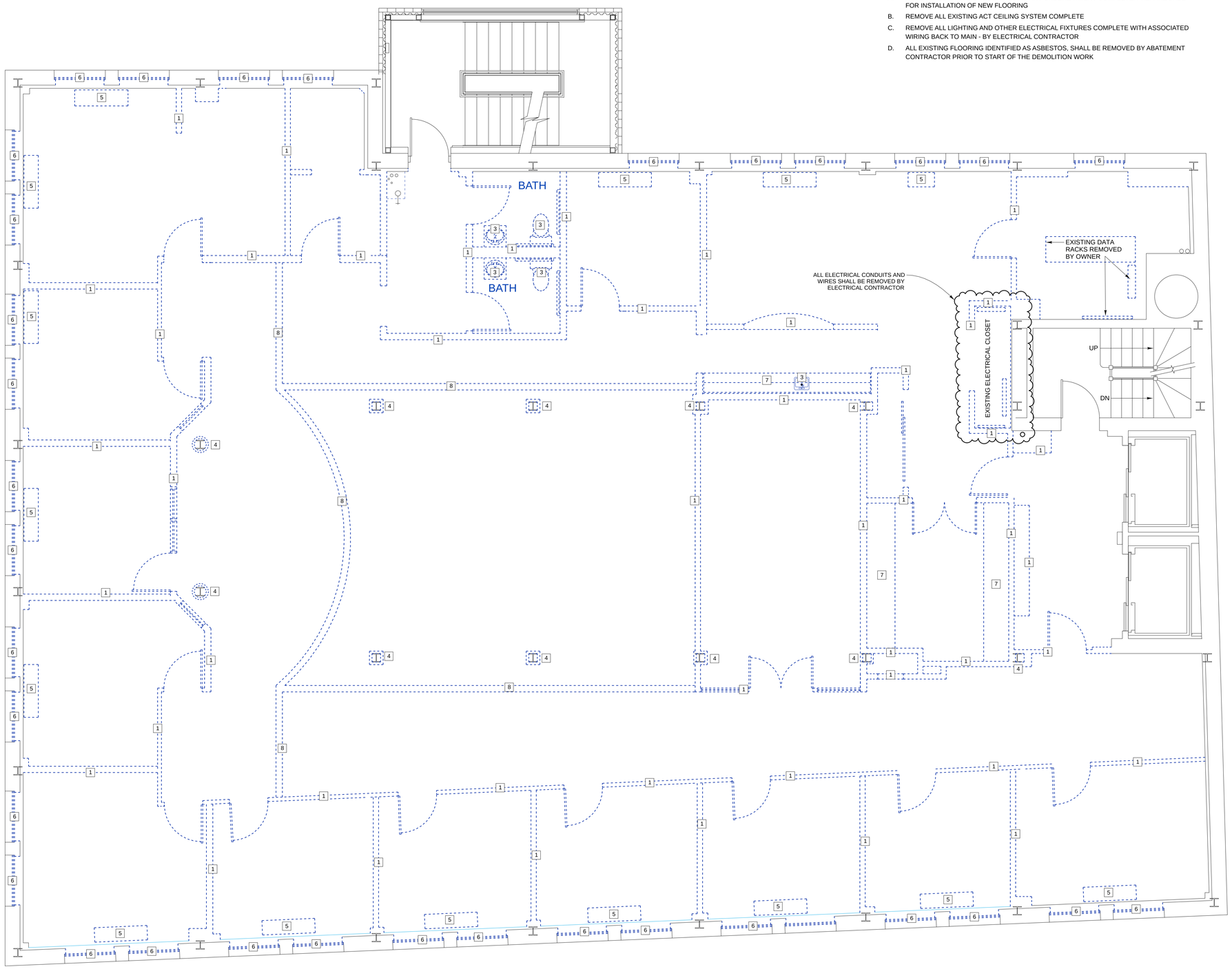

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Consulting Engineers, Inc.

Mechanical / Electrical Engineer
Bennett Engineering

Owner
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443 Congress

Portland, Maine

Fifth Floor Demolition Plan

1/4" = 1'-0"

D 1.5

January 08, 2016

Plan 24

GENERAL NOTES - APPLY ON WHOLE FLOOR, U.N.O.

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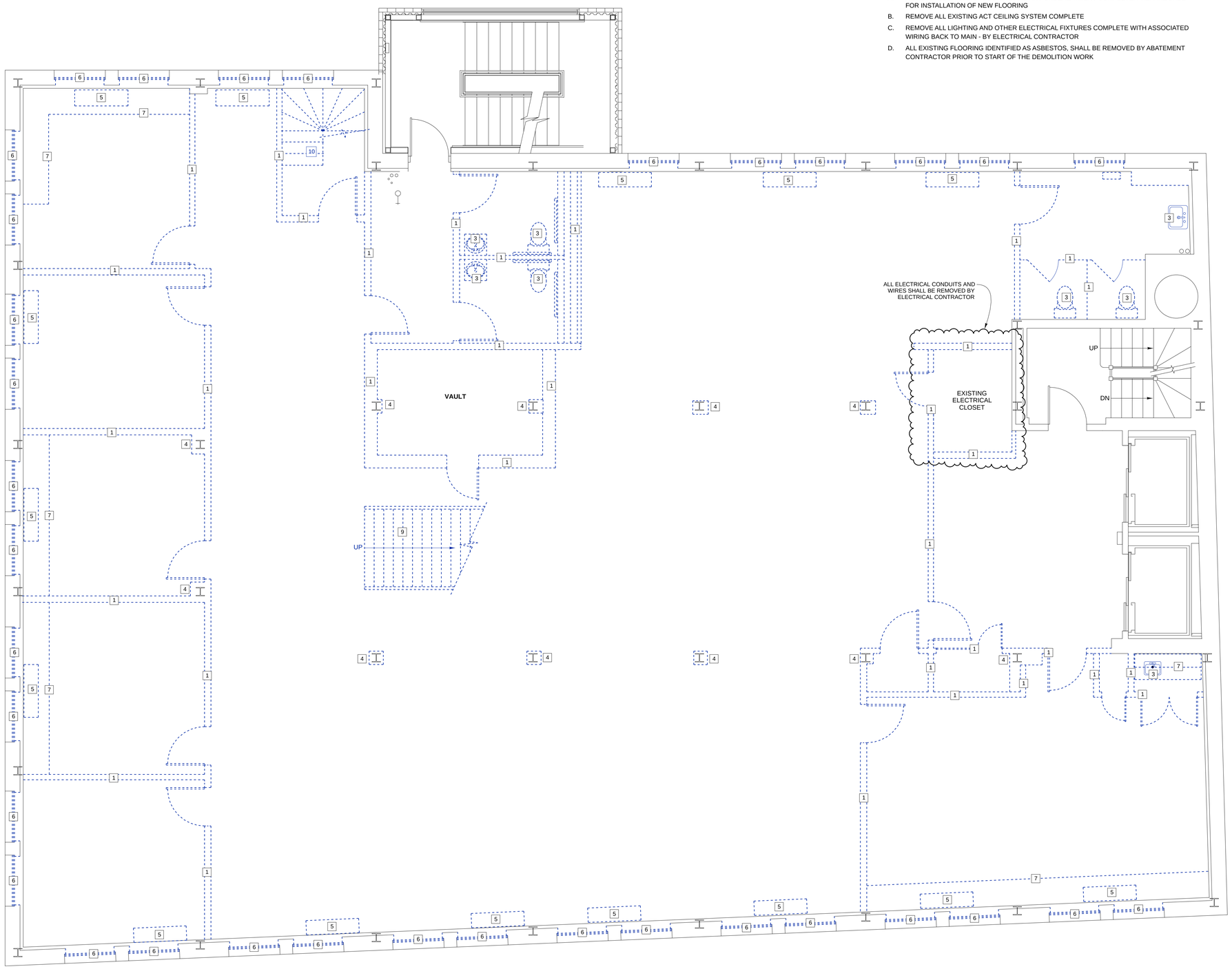
C. REMOVE ALL LIGHTING AND OTHER ELECTRICAL FIXTURES COMPLETE WITH ASSOCIATED WIRING BACK TO MAIN - BY ELECTRICAL CONTRACTOR

D. ALL EXISTING FLOORING IDENTIFIED AS ASBESTOS, SHALL BE REMOVED BY ABATEMENT CONTRACTOR PRIOR TO START OF THE DEMOLITION WORK



DEMOLITION NOTES

1. REMOVE INTERIOR WALLS AS SHWON COMPLETE WITH BASE, DOORS AND FRAMES - TYPICAL
2. NOT USED
3. REMOVE PLUMBING FIXTURES AND ASSOCIATED PIPING BACK TO MAIN; CAP AND FINISH TO PRPARE SURFACE FOR INSTALLATION OF NEW FINISH
4. REMOVE ALL COLUMN WRAP FRAMING AND FINISHES; PREPARE COLUMN FOR NEW FIRE RATING TREATMENT AND FINISH
5. REMOVE EXISTING RADIATORS AND ASSOCIATED PIPING BACK TO MAIN; CAP AND PREPARE SURFACE FOR NEW FINISH - TYPICAL
6. REMOVE WINDOW SASH AND TRACKS BACK TO FRAME; PREPARE EXISTING FRAME FOR INSTALLATION OF NEW WINDOW
7. REMOVE BUILT IN BASE AND/OR WALL CABINETS
8. REMOVE SOFFIT COMPLETE WITH FRAMING

DEMOLITION NOTES

9. REMOVE EXISTING STEEL FRAME AND WOOD STAIR COMPLETE WITH RAILS AND BUILT-IN CABINETS; INFILL FLOORING/ CEILING ASSEMBLY TO MATCH ADJACENT IN PREPARATION FOR INSTALLATION OF THE NEW FINISHES
10. REMOVE EXISTING STAIR COMPLETE WITH FRAME AND RAILING
11. REMOVE PORTION OF MASONRY WALL BELOW WINDOW SILL. PREPARE OPENING FOR INSTALLATION OF NEW DOOR AND FRAME
12. CUT SHOWN PORTION EXISTING GAS PIPE AND LOWER TO ENTER THE BUILDING BELOW THE PROPOSED DECK - BY MECHANICAL CONTRACTOR
13. REMOVE EXISTING BOLLARD; PATCH AT REMOVAL TO MATCH EXISTING
14. REMOVE DOOR AND FRAME COMPLETE; PATCH AT REMOVALS AND PAINT TO MATCH EXISTING ADJACENT SURFACES
15. REMOVE EXISTING LOUVER; PREPARE OPENING FOR NEW WALL INFILL TO MATCH EXISTING - 1HR RATED
16. REMOVE DOOR; PATCH FRAME AT REMOVALS TO MATCH ADJACENT SURFACES; PAINT TO FINISH
17. REMOVE VAULT DOOR AND RELOCATE IN THE BUILDING AT OWNER'S DIRECTIONS. FRAME SHALL REMAIN IN PLACE

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443 Congress

Portland, Maine

Sixth Floor Demolition Plan

1/4" = 1'-0"

D 1.6

January 08, 2016

Plan 25

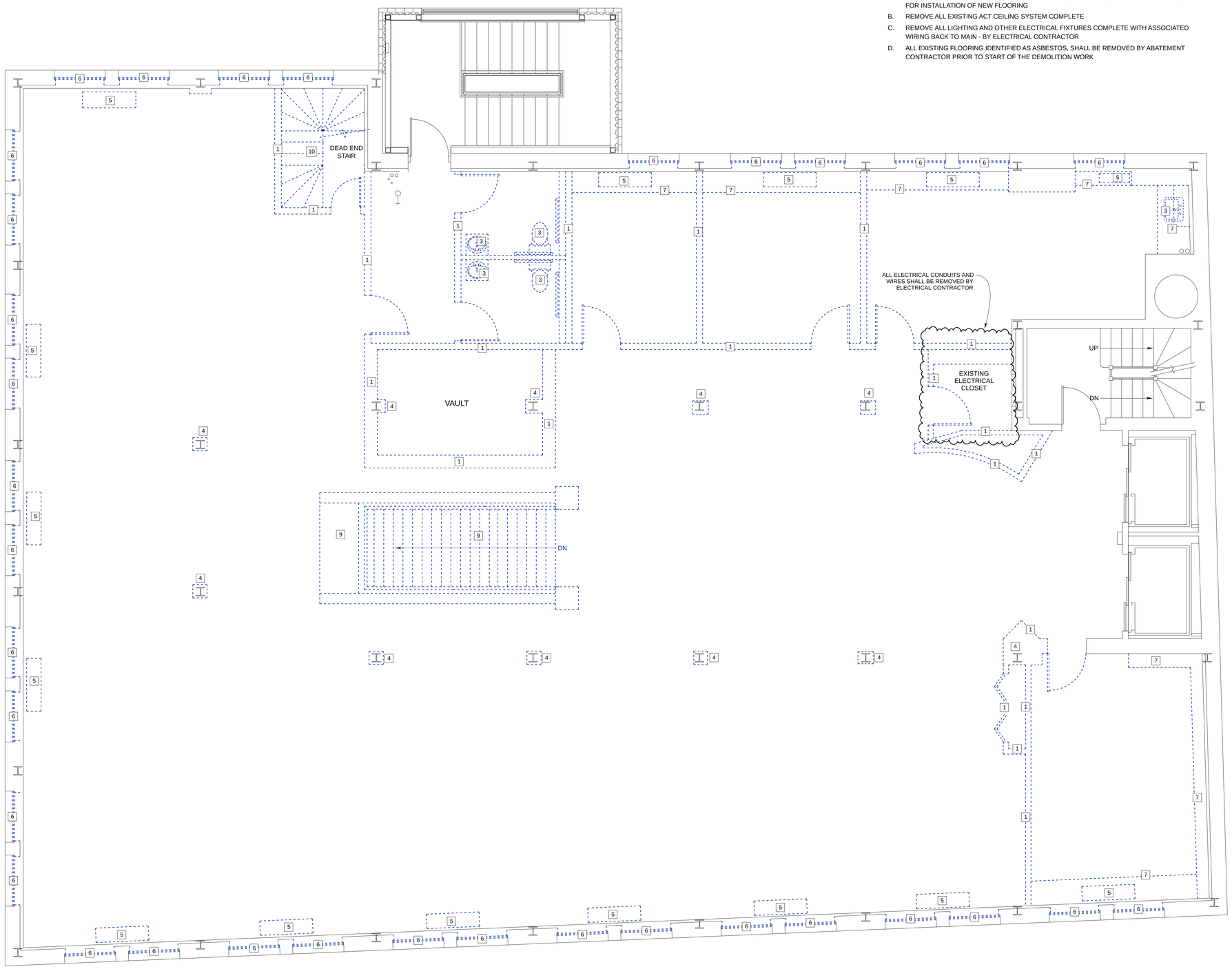
GENERAL NOTES - APPLY ON WHOLE FLOOR, U.N.O.

A. REMOVE ALL EXISTING FLOORING AND ANY UNDERLAYMENT COMPLETE. PREPARE BASE FOR INSTALLATION OF NEW FLOORING

B. REMOVE ALL EXISTING ACT CEILING SYSTEM COMPLETE

C. REMOVE ALL LIGHTING AND OTHER ELECTRICAL FIXTURES COMPLETE WITH ASSOCIATED WIRING BACK TO MAIN - BY ELECTRICAL CONTRACTOR

D. ALL EXISTING FLOORING IDENTIFIED AS ASBESTOS, SHALL BE REMOVED BY ABATEMENT CONTRACTOR PRIOR TO START OF THE DEMOLITION WORK



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2. NOT USED
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DEMOLITION NOTES

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Portland, Maine

Seventh Floor Demolition Plan

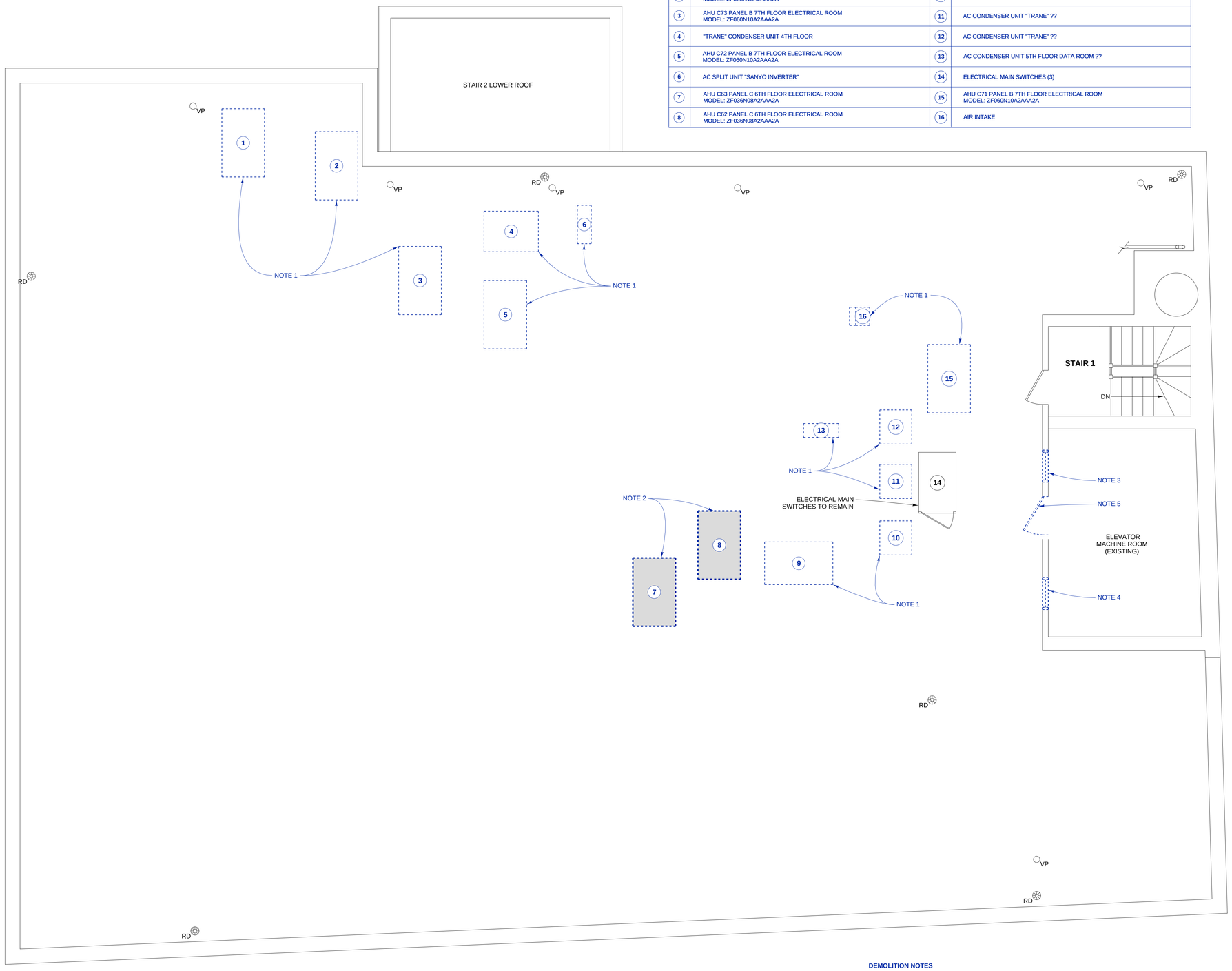
1/4" = 1'-0"

D 1.7

January 08, 2016

Plan 26

1	AHU C65 6TH FLOOR BASEMENT ELECTRICAL PANEL UNDER STAIRS MODEL: ZF060N10A2AAA2A	9	AHU C61 PANEL C 6TH FLOOR ELECTRICAL ROOM MODEL: ZF036N08A2AAA2A
2	AHU C64 6TH FLOOR BASEMENT ELECTRICAL PANEL UNDER STAIRS MODEL: ZF060N10A2AAA2A	10	AC CONDENSER UNIT "TRANE" ??
3	AHU C73 PANEL B 7TH FLOOR ELECTRICAL ROOM MODEL: ZF060N10A2AAA2A	11	AC CONDENSER UNIT "TRANE" ??
4	"TRANE" CONDENSER UNIT 4TH FLOOR	12	AC CONDENSER UNIT "TRANE" ??
5	AHU C72 PANEL B 7TH FLOOR ELECTRICAL ROOM MODEL: ZF060N10A2AAA2A	13	AC CONDENSER UNIT 5TH FLOOR DATA ROOM ??
6	AC SPLIT UNIT "SANYO INVERTER"	14	ELECTRICAL MAIN SWITCHES (3)
7	AHU C63 PANEL C 6TH FLOOR ELECTRICAL ROOM MODEL: ZF036N08A2AAA2A	15	AHU C71 PANEL B 7TH FLOOR ELECTRICAL ROOM MODEL: ZF060N10A2AAA2A
8	AHU C62 PANEL C 6TH FLOOR ELECTRICAL ROOM MODEL: ZF036N08A2AAA2A	16	AIR INTAKE



DEMOLITION NOTES

NOTE 1:
REMOVE MECHANICAL EQUIPMENT AND DISPOSE OFF PER OWNER'S INSTRUCTIONS; REMOVE CURB COMPLETE; INFILL ROOF ASSEMBLY AND PATCH ROOFING TO MATCH ADJACENT EXISTING

NOTE 2:
REMOVE AND RELOCATE AIR HANDLER. SEE A1.8 FOR PROPOSED LOCATIONS. REMOVE CURB COMPLETE; INFILL ROOF ASSEMBLY AND AND PATCH ROOFING AT REMOVALS TO MATCH ADJACENT EXISTING

NOTE 3:
REMOVE EXISTING WINDOW COMPLETE WITH FRAME; INFILL OPENING AND FINISH TO MATCH ADJACENT EXISTING

NOTE 4:
REMOVE EXISTING WINDOW AND LOUVER COMPLETE WITH FRAME; PREPARE OPENING FOR INSTALLATION OF NEW LOUVER

NOTE 5:
REMOVE EXISTING DOOR AND FRAME; PREPARE OPENING FOR INSTALLATION OF NEW DOOR AND FRAME

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Portland, Maine

Roof Plan
Demolition

1/4" = 1'-0"

D 1.8

January 08, 2016

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Portland, Maine

Building South Elevation Demolition

Congress Street

1/4" = 1'-0"

D 2.1

January 08, 2016

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443 Congress

Portland, Maine

Building West Elevation Demolition

Elm Street

1/4" = 1'-0"

D 2.2

January 08, 2016

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Bennett Engineering

Owner
JJR 443 Congress, LLC

443 Congress

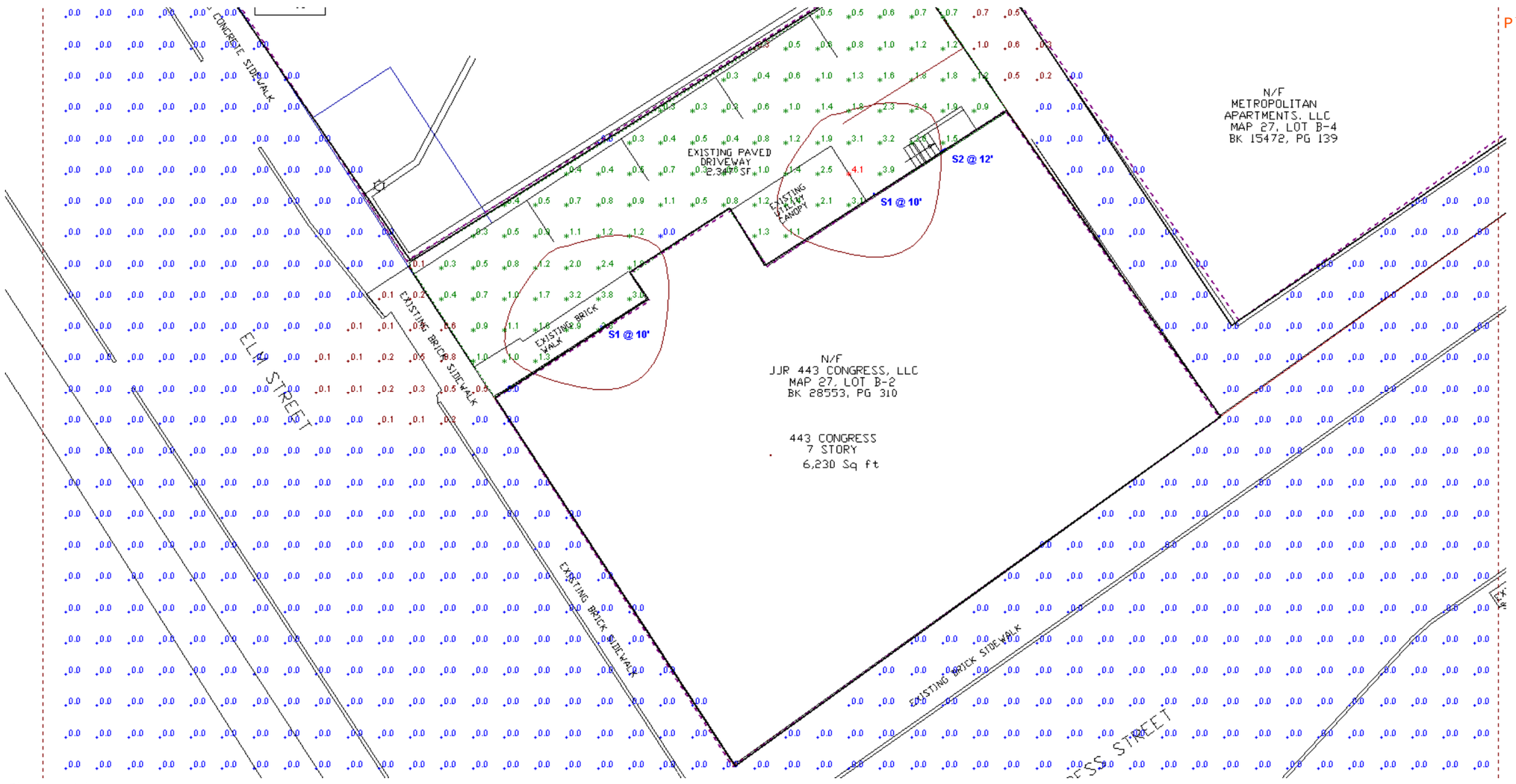
Portland, Maine

Building North Elevation Demolition

1/4" = 1'-0"

D 2.3

January 08, 2016



Photometric

Luminaire Schedule

Symbol	Label	Quantity	Manufacturer	Description	Lamp	Number Lamps	Filename	Lumens Per Lamp	Light Loss Factor	Wattage	Catalog Number
	S1	2	Lithonia Lighting	WST LED WITH 1 MODULE, 10 LED's, 700mA DRIVER, 4000K COLOR TEMPERATURE, TYPE 3 LENS	LED	1	WST_LED_1_10A700_40K_SR3_MVOLT.ies	2011.523	1	24	WST LED 1 10A700/40K SR3 MVOLT
	S2	1	Lithonia Lighting	GATEWAY DEEP CAST ROUND LED FIXTURE WITH POLYCARBONATE LENS	(3) 3500K LED BOARDS	1	VGR1C_50LED_3500K_(CEILING_MOUNT).ies	1605.856	1	52	VGR1C 50LED 3500K (CEILING MOUNT)

Statistics

Description	Symbol	Avg	Max/Min	Avg/Min	Avg/Max	Min	Max
Existing Driveway		1.2 fc	N/A	N/A	0.3:1	0.0 fc	4.1 fc
Overall site		0.1 fc	N/A	N/A	0.0:1	0.0 fc	4.1 fc

VISUAL

443 CONGRESS STREET PORTLAND, MAINE
PHOTOMETRIC PLAN

Designer
BEI
Date
12/21/2015
Scale
Not to Scale
Drawing No.
E1.0
Summary

WST LED
Architectural Wall Sconce

Catalog Number

Notes

Type S1

Introduction

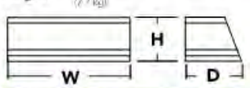
The classic Architectural Wall Sconce is now available with the latest in LED technology. The result is a long-life, maintenance-free product with typical energy savings of 75% compared to metal halide versions. The integral battery backup option provides emergency egress lighting, without the use of a back-box or remote gear, so installations maintain their aesthetic integrity.

The WST LED is ideal for replacing existing 50 – 175W metal halide wall-mounted products. The expected service life is 20+ years of nighttime use.

Specifications

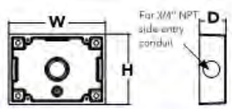
Luminaire

Height: 7-1/4" (18.4 cm)
Width: 16-1/4" (41.3 cm)
Depth: 9-1/8" (23.2 cm)
Weight: 17 lbs (7.7 kg)



Optional Back Box (BBW)

Height: 4" (10.2 cm)
Width: 5-1/2" (14.0 cm)
Depth: 1-1/2" (3.8 cm)



Ordering Information

EXAMPLE: WST LED 2 10A700/40K SR3 MVOLT DDBTXD

WST LED

Series	Light Engines	Performance Package	Distribution	Voltage	Mounting	Options[1]	Finish (required)
WST LED	1 One engine (10 LEDs) 2 Two engines (20 LEDs)	**700 mA options:** 10A700/30K 3000K 10A700/40K 4000K 10A700/50K 5000K	SR2 Type II SR3 Type III SR4 Type IV	MVOLT[1] 120[1] 208[1] 240[1] 277[1] 347 480	**Shipped included** (blank) Surface mount **Shipped separately[2]** BBW Surface-mounted back box UTS Uplift 5 degrees	**Shipped installed** PE Photoelectric cell, button type[3,5] SF Single fuse (120, 277, 347V)[5] DF Double fuse (208, 240, 480V)[5] DMG 0-10V dimming driver (no controls)[5] ELCW Emergency battery backup[5] WLU Wet location door for up conversion[5] PIR Motion/ambient light sensor[5,6] DS Dual switching[7] **Shipped separately** VG Vandal guard WG Wire guard	DDBXD Dark bronze DBLXD Black DNAXD Natural aluminum DWHXD White DSSXD Sandstone DDBTXD Textured dark bronze DBLBXD Textured black DNATXD Textured natural aluminum DWHGXD Textured white DSSTXD Textured sandstone

Emergency Battery Operation

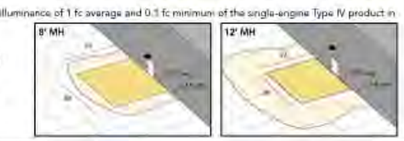
The emergency battery backup (ELCW option) is integral to the luminaire - no external housing required! This design provides reliable emergency operation while maintaining the aesthetics of the product.

All ELCW configurations include an independent secondary driver with an integral relay to immediately detect AC power loss. Dual light engines are wired in parallel so both engines operate in emergency mode and provide additional component redundancy. These design features meet various interpretations of NFPA 70/NEC 2008 - 700.16.

The emergency battery will power the luminaire for a minimum duration of 90 minutes (maximum duration of three hours) from the time supply power is lost, per International Building Code Section 1006 and NFPA 101 Life Safety Code Section 7.9, provided luminaires are mounted at an appropriate height and illuminate an open space with no major obstructions.

The examples below show illuminance of 1 fc average and 0.1 fc minimum of the single-engine Type IV product in emergency mode.

WST LED 1 10A700/40K SR4
MVOLT ELCW
10' x 10' Gridlines
8' and 12' Mounting Height



NOTES
1. MVOLT driver operates on any line voltage from 120-277V (50/60 Hz). Specify 120, 208, 240 or 277 options only when ordering with photocell (PE), fusing (SF, DF), or dual switching (DS).
2. May also be ordered separately as an accessory. Ex. WSBBW DDBXD U. Must specify finish.
3. Must be ordered with fixture; cannot be field installed.
4. Not available with MVOLT option. Button photocell (PE) can be ordered with a dedicated voltage option. Single fuse (SF) requires 120, 277 or 347 voltage option. Double fuse (DF) requires 208, 240 or 480 voltage option.
5. Not available with 480V option. Not available with motion/ambient light sensor (PIR).
6. Integral battery pack is rated for -20° to 60°C operating temperature. ELCW warranty is 3-year period. Not available with 347V or 480V. Not available with WLU.
7. WLU not available with PIR or ELCW.
8. Specifies the SensorSwitch SFOD-7-QDP control (photocell included); see Motion Sensor Guide for details. Includes ambient light sensor. Not available with "PE" option (button type photocell). Dimming driver standard. Not available with WLU, VG or WG.
9. Provides 50/50 luminaire operation via two independent drivers and light engines on two separate circuits. Not available with one engine, MVOLT, ELCW, WLU, SF, or DF. Must specify voltage, voltage must be the same for both drivers. When ordered with photocell (PE) or motion sensor (PIR), only the primary power source leads will be controlled.

LITHONIA LIGHTING
One Lithonia Way • Conyers, Georgia 30012 • Phone: 800.279.8041 • Fax: 770.918.1209 • www.lithonia.com
© 2011-2015 Acuity Brands Lighting, Inc. All rights reserved.
WSTLED
Rev. 08/11/15

LITHONIA LIGHTING

Catalog Number

Notes

Type S2

FEATURES & SPECIFICATIONS

INTENDED USE — Architectural deep-cast luminaire provides general illumination for rough service (vandal resistant) applications. Ideal for interior or exterior applications where safety and security are a concern. Designed to complement building architecture and to endure extreme environmental conditions and physical abuse. Amber LEDs available for applications requiring turtle-safe lighting. Certain airborne contaminants can diminish integrity of acrylic. Click here for Acrylic Environmental Compatibility table for suitable uses.

CONSTRUCTION — *Bezel* - One-piece, marine grade die-cast aluminum, low copper alloy (<1% copper). Encloses lens and secures to housing with stainless steel Torx® T-10 set screws (two included) or optional stainless steel tamper-resistant screws (see options).

Housing - One-piece, marine grade die-cast aluminum, low copper alloy (<1% copper), with post-painted polyester powder coat finish. Four hole mounting detail for use directly over outlet box, or conduit entry through three 1/2" threaded openings on side or 3/4" threaded opening on rear surface. .012 gauge aluminum sheet metal internal bracket and board plate for thermal conduction and support.

Gasket – Polycarbonate: Perimeter lens gasket is one-piece silicone "O" ring, mechanically held in lens channel. Glass: Perimeter lens gasket is closed-cell silicone. Pad mounting gasket is closed-cell neoprene and seals housing to mounting surface. Gaskets help cushion impact shock.

Finish - Standard finish is textured polyester powder coat in white, black or bronze. Optional architectural colors available (see paint finishes).

OPTICS — *Polycarbonate lens* – Injection-molded lens is .125 inch thick. Designed to enrich the LED color and lumen output. Smooth exterior allows for easy cleaning, and interior pattern diffuses light for even surface illumination.

Glass lens – Tempered borosilicate lens, .250 inch thick, has smooth exterior for easy cleaning and textured interior.

ELECTRICAL — Utilizes high-efficiency LEDs mounted to 2 metal core circuit boards. 3500 Kelvin temperature. Driver: 2 electronic drivers wired in series allows total power to be reduced by half while maintaining even illumination across the 2 boards. 70% lumen maintenance at 50,000 hours. 100V through 277V, 50-60HZ operation. 6KV pulse rated. Initial surge protection standard.

INSTALLATION — Unit may be wall mounted.

LISTINGS — CSA Certified to UL and C-UL standards. NOM Certified (see Options). CSA listed for 30°C ambient and wet locations. IP65 rated.

WARRANTY — 5-year limited warranty. Complete warranty terms located at www.acuitybrands.com/CustomerResources/Terms_and_conditions.aspx

For installed Rough Service Product(s), Acuity warrants that, for the lifetime of the product(s), the polycarbonate lens and/or polycarbonate housing will withstand breakage resulting from occasional physical abuse and rough handling (the "Rough Service Warranty"), notwithstanding the vandalism exclusion set forth at www.acuitybrands.com/CustomerResources/Terms_and_conditions.aspx

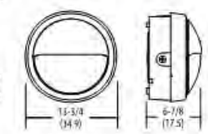
NOTE: Actual performance may differ as a result of end-user environment and application.
All values are design or typical values, measured under laboratory conditions at 25°C.
Specifications subject to change without notice.

GATEWAY®

Architectural Rough Service Fixture

VGR2C

LED
Round Eyelid
Deep Housing
Wall Mounted



All dimensions are inches (centimeters).

ORDERING INFORMATION

For shortest lead times, configure products using **bolded options**.

Example: VGR2C 50LED MVOLT DWHG LPI

VGR2C							
Series	**Lumen output[2]/Color temperature[2]**		**Lens**	**Voltage**	**Paint finishes[3]**	**Options**	**Lamp**
VGR2C	**Lumen output[2]** **50LED** 50W 40LED 40W	**Color temperature[2]** (blank) 3500K	(blank) Polycarbonate GL Borosilicate glass	**120** **277** **MVOLT**	Standard textured finishes **DWHG** White **DBLB** Black **DDBT** Dark bronze **DNAT** Natural aluminum **DSST** Sandstone	Shipped installed in fixture DF Double fuse[4] **SF** Single fuse **DS** Dual switching MSIR Wet location motion sensor[5] **PE** Photoelectric cell[6,7] TRS Tamper-resistant screws[8] VGRDS Decorative shroud[9,11] **NOM** Meets Mexican standards	**LPI** Lamp included

Accessories: *Order as separate catalog number.*

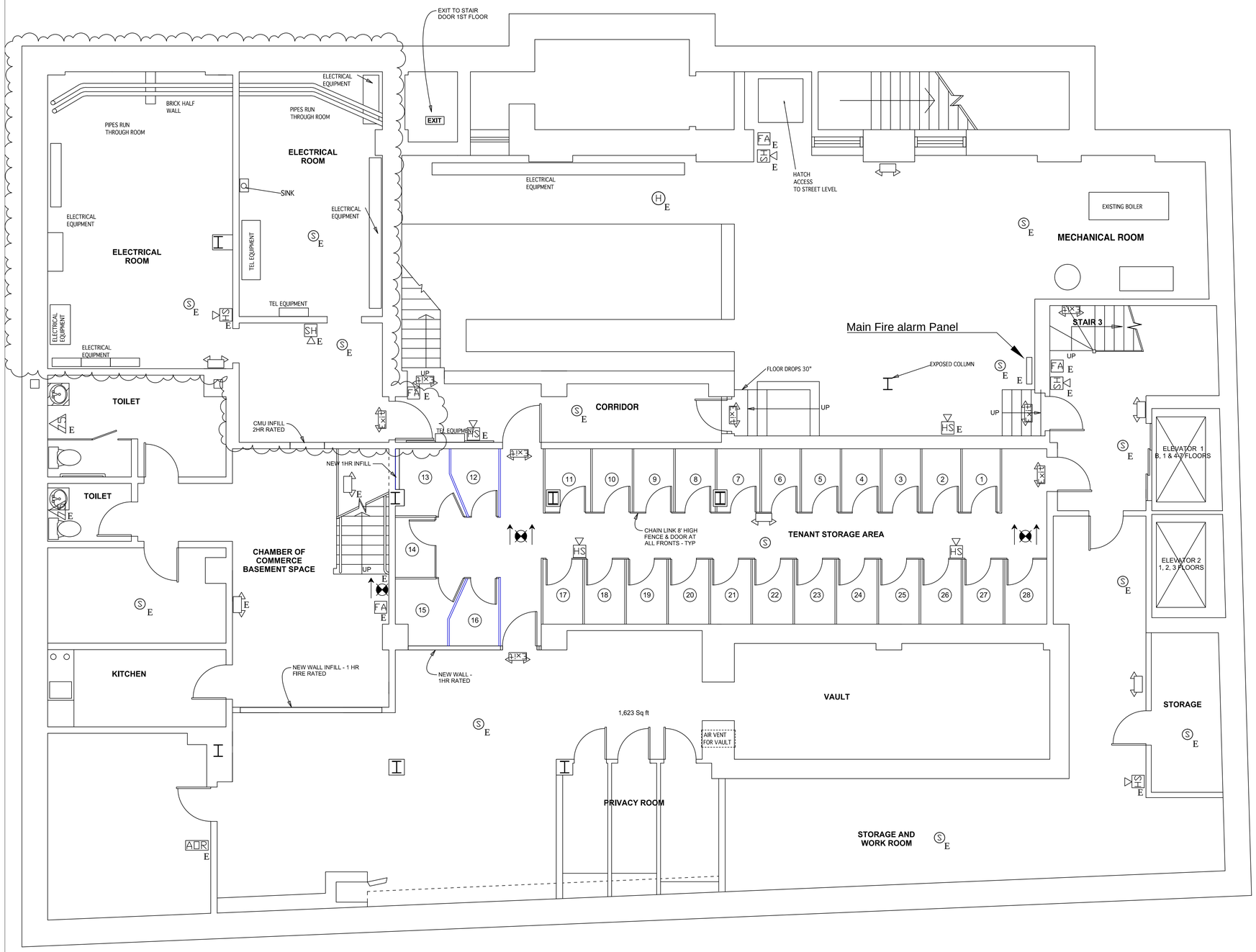
RK1 T10DRV	Torx TX10 screwdriver, for use with Gateway set screws.
RK1 T20BIT	Hex-base driver bit, Torx TX20, for tamper-resistant screws with center reject pin.
RK1 T20DRV	Torx TX20 screwdriver for use with tamper-resistant screws with center reject pin.
VGRDS XXX	Decorative shroud[9,11]

Notes
1. Refer to table on back page.
2. The CCI value provided is of lamp source and actual CCT will vary upon power levels.
3. For additional colors, refer to Architectural Paint brochure.
4. Must specify DS option.
5. Provided with lens for mounting up to 8'.
6. Must specify voltage. Not available with MVOLT.
7. Not available with DS option.
8. T-20 screws with center reject pin.
9. Color will be the same as the bezel.
10. Maximum operating ambient temperature is 25°C when using this accessory.
11. Must specify color (Example: VGRDS DWHG).

VISUAL

443 CONGRESS STREET PORTLAND, MAINE
PHOTOMETRIC PLAN

Designer
BEI
Date
12/21/2015
Scale
Not to Scale
Drawing No.
E1.1
Summary



Fire Alarm Legend

- FA System Pull Station
- HS System Pull Horn Strobe
- MH System Mini Horn
- S System Strobe Only
- S System Smoke
- H System Heat
- FS System Flow Switch
- TS System Tamper Switch
- KB Knox Box
- Ann. Remote Annunciator
- AOR Area Of Refuge Call Station
- AORP Area Of Refuge Panel
- W Indicates Wall Mount
- E Indicates Existing Device
- S SS 120v Single Station Smoke
- SC SS 120v Single Station Smoke CO Combo
- S SSV 120v Single Station Audio Visual Smoke
- CO SSV 120v Single Station Audio Visual CO
- VO 120 120v Visual Only

Exit Emergency Legend

- Emergency Light
- Remote Emergency Head
- Exit Light
- Exit Emergency Combo
- E Indicates Existing Fixture
- EM Indicates Battery Back-Up Fixture

Plan 32

General Notes

No.	Revision/Issue	Date
1	Progress	12/1/15
2	Progress	12/9/15

Seabee Electric LLC
COMMERCIAL • INDUSTRIAL
84 Pleasant Hill Road
Scarborough, Maine 04074
(207) 883-5448

Project Name and Address

443 Congress St. Apartments

443 Congress Street
Portland, Maine

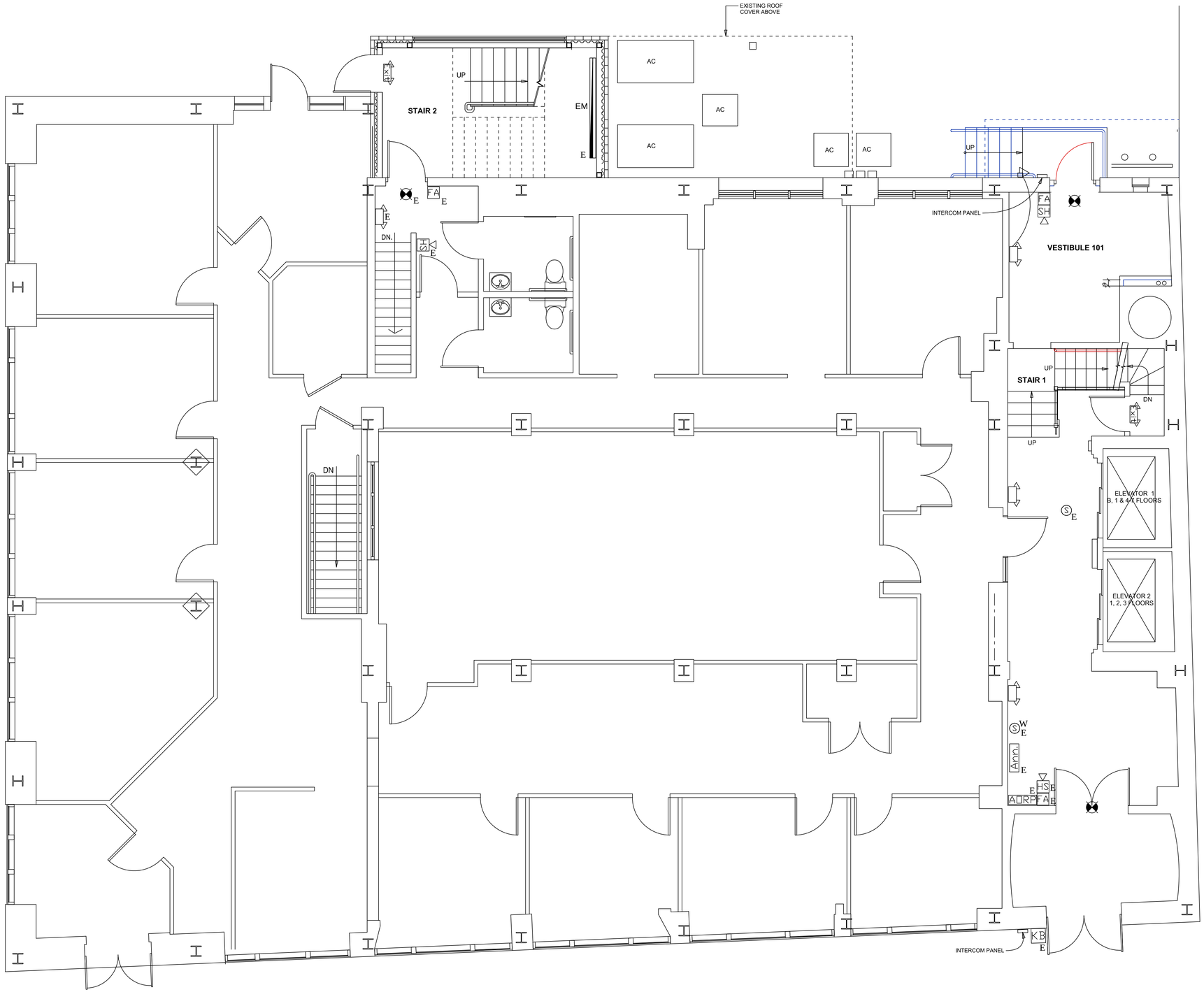
Sheet

LS - 3.0

Basement Life Safety

Scale

¼" = 1'



Fire Alarm Legend

- FA System Pull Station
- HS System Pull Horn Strobe
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- Ann. Remote Annunciator
- ADR Area Of Refuge Call Station
- ADRP Area Of Refuge Panel
- W Indicates Wall Mount
- E Indicates Existing Device
- S SS 120v Single Station Smoke
- SC SS 120v Single Station Smoke CO Combo
- S SSV 120v Single Station Audio Visual Smoke
- CO SSV 120v Single Station Audio Visual CO
- V 120 120v Visual Only

Exit Emergency Legend

- Emergency Light
- Remote Emergency Head
- Exit Light
- Exit Emergency Combo
- E Indicates Existing Fixture
- EM Indicates Battery Back-Up Fixture

Plan 33

General Notes

No.	Revision/Issue	Date
1	Progress	12/1/15
2	Progress	12/9/15

Seabee Electric Inc
COMMERCIAL • INDUSTRIAL
84 Pleasant Hill Road
Scarborough, Maine 04074
(207) 883-5448

Project Name and Address

443 Congress St. Apartments

443 Congress Street
Portland, Maine

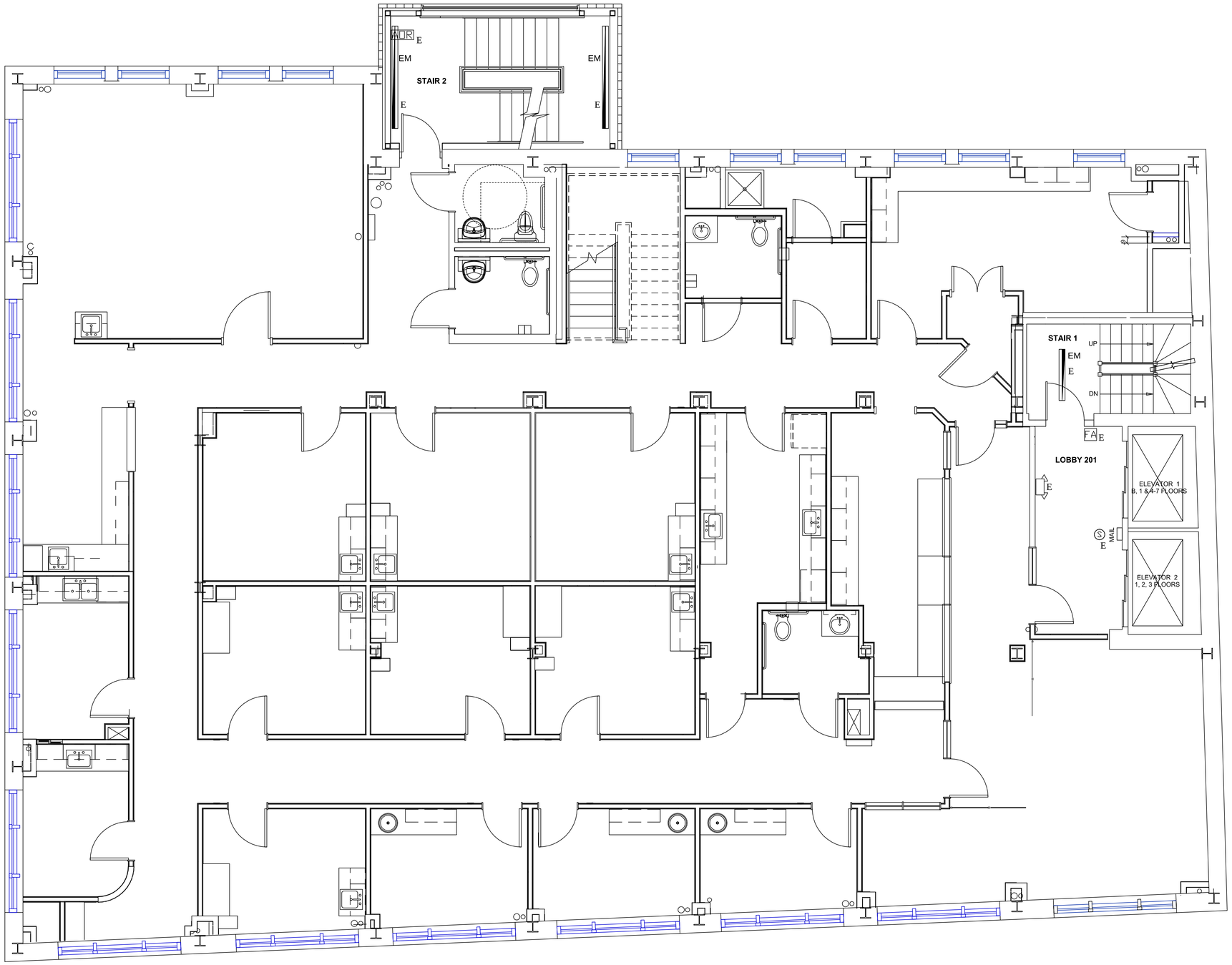
Sheet

LS - 3.1

1st Life Safety

Scale

¼" = 1'



Fire Alarm Legend

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Exit Emergency Legend

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Plan 34

General Notes

No.	Revision/Issue	Date
1	Progress	12/1/15
2	Progress	12/9/15

Seabee Electric Inc
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84 Pleasant Hill Road
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Project Name and Address

443 Congress St. Apartments

443 Congress Street
Portland, Maine

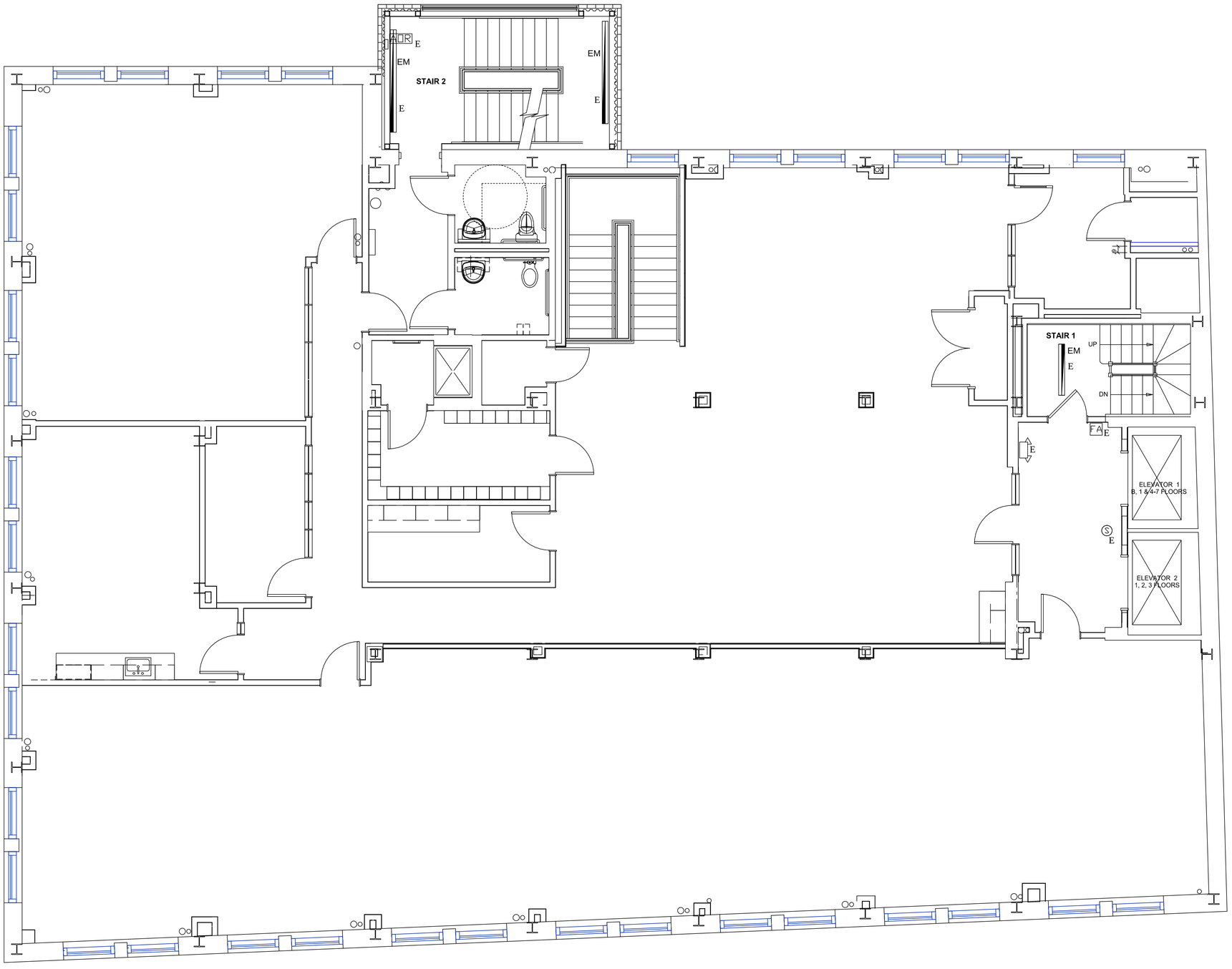
Sheet

LS - 3.2

2nd floor Life Safety

Scale

¼" = 1'



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Exit Emergency Legend

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Plan 35

General Notes

No.	Revision/Issue	Date
1	Progress	12/1/15
2	Progress	12/9/15

Seabee Electric LLC
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84 Pleasant Hill Road
Scarborough, Maine 04074
(207) 883-5448

Project Name and Address

443 Congress St. Apartments

443 Congress Street
Portland, Maine

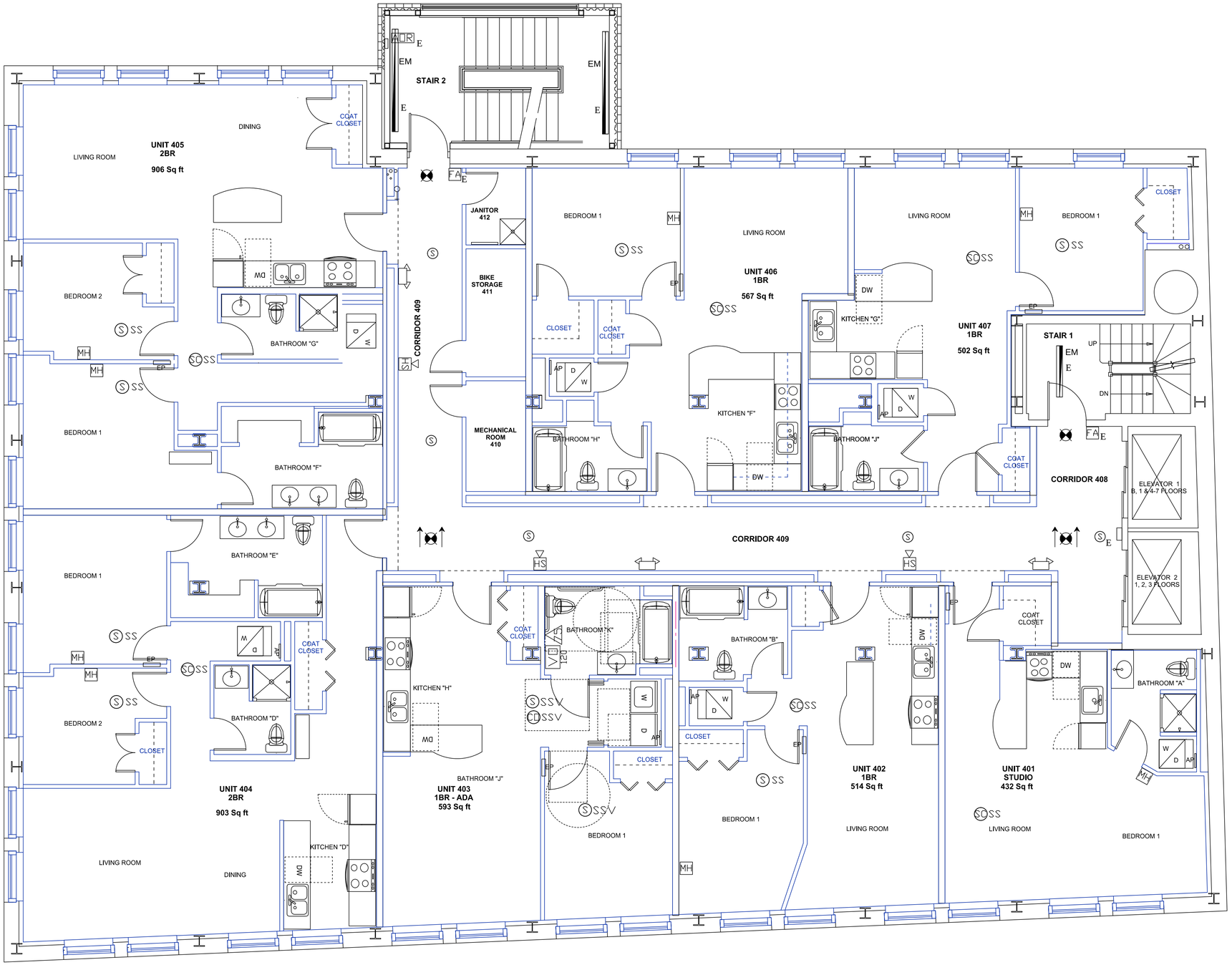
Sheet

LS - 3.3

3rd Floor Life Safety

Scale

1/4" = 1'



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- SSSV 120v Single Station Audio Visual Smoke
- CDSSV 120v Single Station Audio Visual CO
- VD 120 120v Visual Only

Exit Emergency Legend

- Emergency Light
- Remote Emergency Head
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Plan 36

General Notes

No.	Revision/Issue	Date
1	Progress	12/1/15
2	Progress	12/9/15

Seabee Electric Inc
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Project Name and Address

443 Congress St. Apartments

443 Congress Street
Portland, Maine

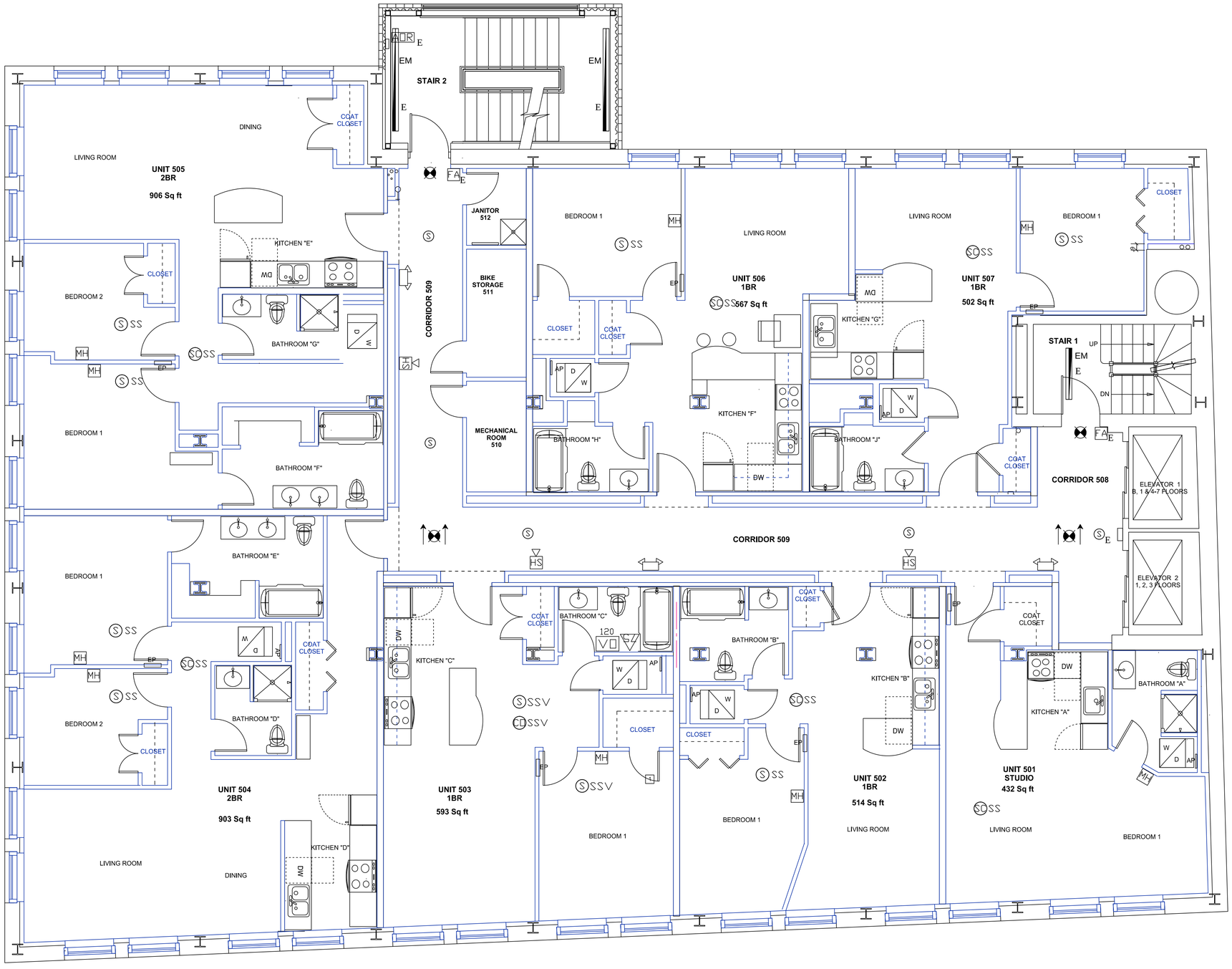
Sheet

LS - 3.4

4th Floor Life Safety

Scale

1/4" = 1'



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General Notes

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Project Name and Address

443 Congress St. Apartments

443 Congress Street
Portland, Maine

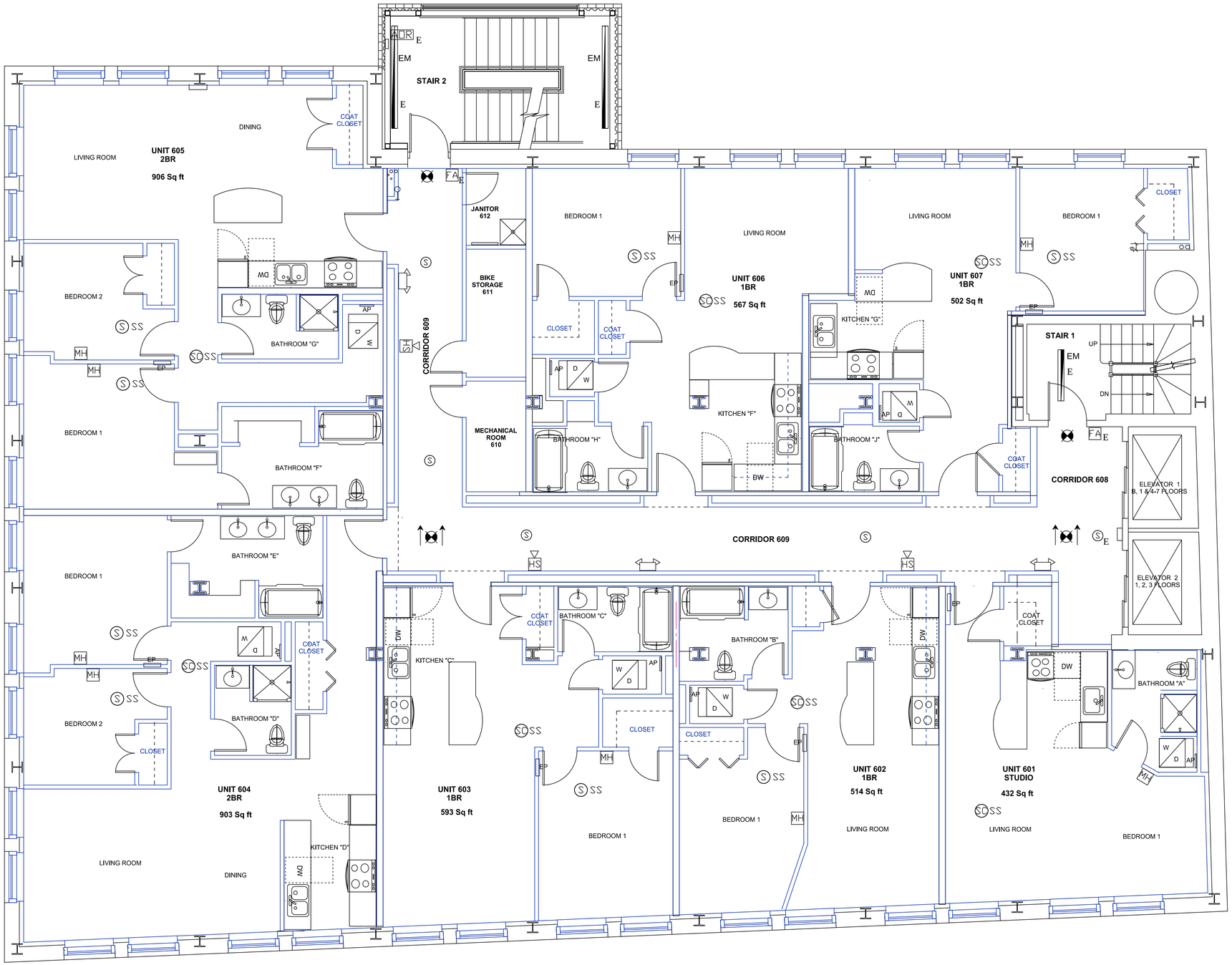
Sheet

LS - 3.5

5th Floor Life Safety

Scale

¼" = 1'



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Exit Emergency Legend

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Plan 38

General Notes

No.	Revision/Issue	Date
1	Progress	12/1/15
2	Progress	12/9/15

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Project Name and Address

443 Congress St. Apartments

443 Congress Street
Portland, Maine

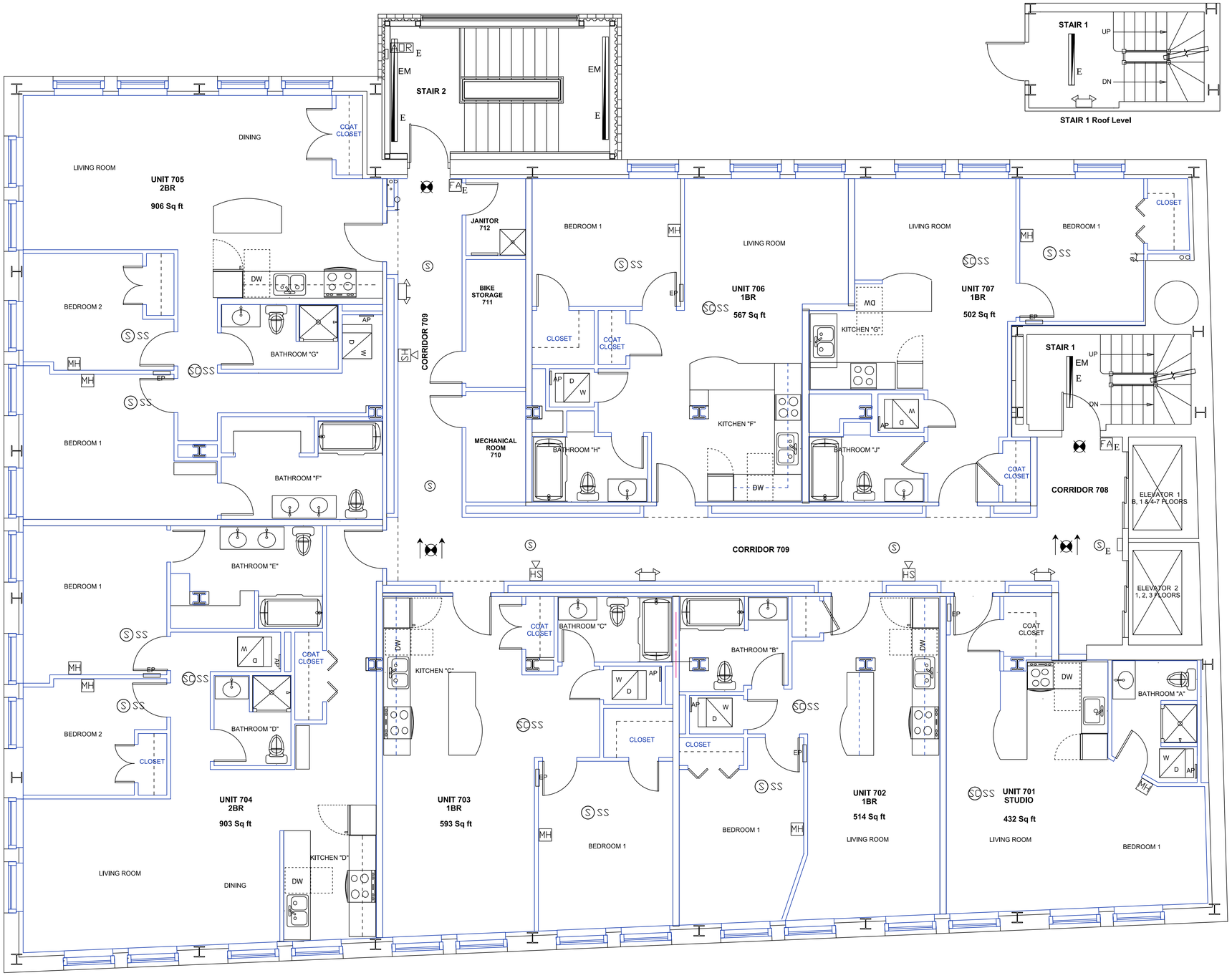
Sheet

LS - 3.6

6th Floor Life Safety

Scale

1/4" = 1'



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General Notes

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Project Name and Address

443 Congress St. Apartments

443 Congress Street
Portland, Maine

Sheet

LS - 3.7

7th Floor Life Safety

Scale

¼" = 1'

PLANNING BOARD REPORT
PORTLAND, MAINE

Romasco Lane Subdivision: Four Units Condominium
5-9 Romasco Lane
Level III Subdivision and Site Plan Review
2016-023
Legacy 18 Development, Inc., Applicant

Submitted to: Portland Planning Board: Public Hearing Date: March 8, 2016	Prepared by: Shukria Wiar, Planner Date: March 4, 2016

I. INTRODUCTION

Dan Diffin of Sevee and Maher Engineers on behalf of Legacy 18 Development, Inc. has submitted a Level III Site Plan and Subdivision application for the construction of a four-unit condominium building at 5-9 Romasco in the East End. The project involves the construction of a 4-unit condominium building with ground level parking below the units on a vacant lot on Romasco Lane. The site is currently a surface parking area. It is surrounded by single and multifamily houses. The site is in the Residential R-6 zone.

This proposal is being reviewed as a final plan and subject to the Site Plan and Subdivision Ordinance of Land Use Code. The project will also be reviewed against the *R-6 Small Infill Development Design Principles & Standards* (Appendix 7 of the Design Manual) and the *Two-Family, Special Needs Independent Living Units, Multiple-Family, Lodging Houses, Bed and Breakfasts, and Emergency Shelters Standards* (Sections (d) and (I), and Appendix 2 of the Design Manual).

Notices were sent upon receipt of the application and two hundred and twenty-six (226) notices were sent to area residents within 500 feet of the site and the interested party list for the public hearing. A notice also appeared in the February 29th and March 1st editions of the *Portland Press Herald.*

Applicant Name	David Klenicki of Legacy 18 Development, Inc.
Consultants	
Engineer	Dan Diffin, Seveee and Maher Engineers, Inc.
Surveyor	Owen Haskell, Owen Haskell, Inc.
Architect	David Lloyd, Archetype Architects

Project Review

Review	*Applicable Standards*
Site Plan	14-526
Subdivision	14-491
Design Manual	R-6 Small Infill Development Design Principles & Standards (Appendix 7 of the Design Manual) and the Two-Family, Special Needs Independent Living Units, Multiple-Family, Lodging Houses, Bed and Breakfasts, and Emergency Shelters Standards (Sections (d) and (I), and Appendix 2 of the Design Manual)

Requests for Waivers

Waiver Request	*Applicable Standards*
Street tree Requirement – Sec. 14-526 2.b.iii. a The street tree requirement is one tree per unit. The waiver request is for the four trees. The total contribution would be $800.	*Sec. 14-526 2.b.iii* (b) Waiver. Where the applicant can demonstrate that site constraints prevent the planting of required street trees in the City right of way, the Reviewing Authority may permit the planting of street trees in the front yard, within ten feet of the property line. Existing preserved healthy trees that are six (6) inches or more in caliper and are on the site within ten (10) feet of the property line may be counted towards this requirement. If planting street trees is neither feasible in the City right of way nor within the site, the applicant shall contribute to the City of Portland Tree Fund an amount proportionate to the cost of required street trees.

II. PROJECT DATA

Existing Zoning	R-6 Residential
Tax Map	CBL: 013 J024 001
Existing Use	Vacant Lot/ surface parking lot
Proposed Use	Condominium
Parcel Size	3,496 SF
Number of Units to be Demolished	None
Number of Affordable Units	The proposed units will be market rate.
Proposed Bedroom Mix	Two one-bedroom unit on second floor, two two-bedroom on 2nd and 3rd floors
Building Footprint	1,955 SF
Building Floor Area	8,020 SF
Impervious Surface Area	2,095 SF
Parking Spaces	3 spaces on the first level
Bicycle Parking Spaces	2 spaces
Estimated Cost of Project	$900,000

III. EXISTING CONDITIONS

The property is currently developed with a 639-square-foot paved surface parking area along the street frontage and a lawn area to the rear of the property. The proposed building, vehicle maneuvering area, and patios will increase the on-site impervious area to approximately 2,095 square feet.

The site has an existing curb cut but may be shifted slightly to line up with the new garage. No on-street parking space will be lost.

IV. PROPOSED DEVELOPMENT

The proposal, including floor plans and elevations, are included in the final plan set and have been revised to address staff concerns. The development project is proposed as new construction of a four-unit condominium building with one- to two-bedroom units. The building will be four stories high with a building height of 41 feet and 1,955 SF footprint. At four stories high, the scale of this apartment building will be in balance with the residential uses of the street and neighborhood. The building will include a three car garage on the first floor, two one-bedroom units on the second floor and two two-bedroom units on the third and fourth floors. The building design also includes four private roof decks for access by each unit.

The R-6 zone does not require parking spaces for the first three units. However, the applicant is proposing three parking spaces. The parking spaces will be under the building on the first floor. The main entrance to the building is at the front along the sidewalk. Vehicle access is proposed from Romasco Lane. The garage include door in the back wall as well to maneuver vehicles within the garage. Two bicycle parking spaces are also proposed as part of this project; these spaces will be in the building on the first floor. A designated area for snow storage is located adjacent to the proposed building (on the south west corner of the property).

V. PUBLIC COMMENT

As of the writing of this report, there has been no public comment submitted.

The applicant was not required to hold a neighborhood meeting since the subdivision is for four units only; project developments that have five or greater units or lots are required to hold a neighborhood meeting.

VI. RIGHT, TITLE AND INTEREST AND FINANCIAL/TECHNICAL CAPACITY

a. The owner of the property is Legacy 18 Development, Inc. The applicant has provided a copy of a warranty deed of sale, recorded at the Cumberland County Registry of Deeds (Book 31728 Page 266), which demonstrates their right, title and interest in the property.

b. The estimated cost of the development is $900,000. The applicant has submitted a letter from Saco and Biddeford Savings Institution, dated January 20, 2016, as demonstration of their financial and technical capacity to complete the proposed development.

VII. ZONING ASSESSMENT

The proposed project is to build a four-story four unit condominium building. The property is located in the R-6 Residential Zone. The proposed residential building is a permitted use in the Residential R-6 zone. Under the R-6 zone all of the dimensional requirements are being met. For off street parking, Division 20 requires no parking for the first three units and one parking space per unit for residential uses after the first three in the R-6 zone. Even though parking is not required, the applicant is proposing three parking spaces as shown on the site plan.

VIII. DEVELOPMENT REVIEW

A. SITE PLAN SUBMISSION REQUIREMENTS (Section 14-527) and SUBDIVISION PLAT AND RECORDING PLAT REQUIREMENTS (Section 14-496)

The applicant has submitted a recording plat. The final plat will need to be revised to reflect any waivers and conditions of approval that relate to the subdivision plan. Any waivers granted must be recorded at the Registry of Deeds within 90 days of a Planning Board decision. As writing of this report, there are three waiver requests.

B. SUBDIVISION (Section 14-497)

The proposed development has been reviewed by staff for conformance with the relevant review standards of Portland's Subdivision Ordinance and applicable regulations. Staff comments are listed below.

1. *Will Not Result in Undue Water and Air Pollution (Section 14-497 (a) 1), and Will Not Result in Undue Soil Erosion (Section 14-497 (a) 4)*
   David Senus, P.E. with Woodard and Curran Engineering, has reviewed the erosion and sediment control plan and is satisfied with the proposed plans. Confirmation of ability to serve from PWD for water has been submitted as part of the application. The staff finds the project is in conformance with this standard.

2. *Sufficient Water Available (Section 14-497 (a) 2 and 3)*
   The project will be served by the existing utility services located in Romasco Lane. The applicant has submitted ability to serve letters for water and sewer demand from Portland Water District and the City Department of Public Services, respectively. The staff finds the project is in conformance with this standard.

3. *Will Not Cause Unreasonable Traffic Congestion (Section 14-497 (a) 5)*
   Tom Errico, P.E. Ty Lin reviewed the proposal's details in regard to access and finds the project to be

acceptable.

The proposed project is not anticipated to cause unreasonable traffic congestion. The staff finds the proposed project is in conformance with this standard.

4. *Will Provide for Adequate Sanitary Sewer and Stormwater Disposal (Section 14-497 (a) 6), and Will Not Cause an Unreasonable Burden on Municipal Solid Waste and Sewage (Section 14-497 (a) 7)*
The site survey incorrectly shows the sewer utilities in the street. The applicant is working with the City Surveyor to accurately identify the sewer utilities. A potential condition of approval:

> *The final survey, site plan and subdivision plat shall correctly illustrate the sanitary sewer in Romacso Lane.*

5. *Scenic Beauty, Natural, Historic, Habitat and other Resources (Section 14-497 (a) 8)*
The proposal site is not within an historic district. It is in an urban neighborhood surrounded by a variety of residential building types. The proposed building does not impact the natural beauty of the area or adversely affect any significant wildlife habitat, rare or irreplaceable natural areas, or any public access to the shoreline. The staff finds the proposal in conformance with this standard.

6. *Comprehensive Plan (Section 14-497 (a) 9)*
The staff has identified the following goals and policies which are relevant to the proposed housing development and finds the proposal in conformance with the Comprehensive Plan:

Portland Housing Goal: Ensure that an adequate supply of housing is available to meet the needs, preferences, and financial capabilities of all Portland households, now and in the future.
Policies
- Ensure the construction of a diverse mix of housing types that offers a continuum of options across all income levels, which are both renter and owner-occupied, including but not limited to the following:
  ii. Housing units for decreasing household size, such as young professionals, empty nesters, single-parent households, and senior citizens.
- Encourage higher density housing for both rental and home ownership opportunities, particularly located near services, such as schools, businesses, institutions, employers, and public transportation.
- Increase Portland's rental housing stock to maintain a reasonable balance between supply and demand yielding consumer choice, affordable rents, and reasonable return to landlords.
- Identify vacant land and redevelopment opportunities throughout the City to facilitate the construction of new housing.

Portland Housing Goal: Maintain and enhance the livability of Portland's neighborhoods as the City grows and evolves through careful land use regulations, design and public participation that respect neighborhood integrity.
Policies
- Encourage innovative new housing development, which is designed to be compatible with the scale, character, and traditional development patterns of each individual residential neighborhood.
- Encourage new housing development in proximity to neighborhood assets such as open space, schools, community services and public transportation.

- Ensure the integrity and economic value of Portland's neighborhoods.

7. *Financial Capability (Section 14-497 (a) 10)*
The estimated cost of the development is $900,000. The applicant has submitted a letter from Saco and Biddeford Savings Institution, dated January 20, 2016, as demonstration of their financial and technical capacity to complete the proposed development.

C. SITE PLAN STANDARDS (Section 14-526)
The proposed development has been reviewed by staff for conformance with the relevant review standards of Portland's site plan ordinance and applicable regulations. Staff comments are listed below.

1. *Transportation Standards*

a. Impact on Surrounding Street Systems and Access and Circulation- see Subdivision, Paragraph VIII (B) (3), above.

b. Construction Management Plan
A description of the construction management plan has been submitted by the applicant. A site plan has also been submitted that shows the construction management on the site. All of the construction is proposed within the limits of the property lines.

c. Sidewalks
Currently the sidewalk along the property is concrete, however the applicant is proposing to install new brick sidewalk along their frontage on Romasco Lane. This site is in the brick district.

d. Public Transit Access
The public transit requirements do not apply to this project.

e. Parking
There are three parking spaces and these are located inside the garage of the building and away from the street view. The parking stalls are slightly wider than the nine feet wide standard. To meet the required zoning setback, the building will be angled on the southeast side. Due to this, the aisle width in the garage varies from 18 to 24 feet and the City standard is 24 feet. Tom Errico has reviewed this and supports waivers on both standards, see below:

The average parking stall width will be slightly wider than the City standard of 9 feet. I find this condition to be acceptable and support a waiver from City standards.

The parking aisle width for circulation purposes will range from 18 to 24 feet (24 feet is the City standard). Given that the project will be providing a rear garage door to assist with vehicle circulation, and that Romasco Lane has very low traffic volumes and speeds (I find backing maneuvers from the site to be reasonable), I find conditions to be acceptable and support a waiver from City standards.

f. Bicycle Parking
The proposals include 2 bicycle parking spaces in the garage of the building, which meets the ordinance standard of 2 bicycle spaces per 5 vehicle spaces.

2. *Environmental Quality Standards*

a. Preservation of Significant Natural Features

There are no known significant natural features on the site.

b. Landscaping and Landscape Preservation
The applicant is not proposing street tree on Romasco Lane due to site restrictions. The applicant has agrees to contribute to the City's Tree Fund for the four trees in order to meet the standard. The site will have landscaping along the front of the building.

c. Water Quality, Storm Water Management and Erosion Control
The proposed development disturbs approximately 3,500 square feet (approximately 0.1 acres). According to Section 4 of the City of Portland Technical Manual any site disturbing less than one acre is exempt from complying with the Basic and General Standards, and acquiring a Stormwater Permit.

The applicant proposes capturing and infiltrating the runoff from the roof of the new building and north portion of the property in a shallow infiltration basin in the back of the property. David Senus, Consultant Engineer has reviewed the stormwater information and states that the applicant has adequately addressed all comments.

3. Public Infrastructure and Community Safety Standards

a. Consistency with Master Plans
See Subdivision, Paragraph VIII (B)6 above.

b. Public Safety and Fire Prevention
The Crime Prevention through Environmental Design (CPTED) standards in the site plan ordinance address the principles of natural surveillance, access control and territorial reinforcement so that the design of developments enhance the security of public and private spaces and reduce the potential for crime.

The applicant has introduced wall mounted lighting at all entrance ways. Wall mounted lighting will also be provided for the area by the parking garage. The entrances to the building will be well-lit and visible from the street to provide natural surveillance.

c. Availability and Adequate Capacity of Public Utilities
The project will be served by the existing utility services located in Romacso Lane. Capacity letters for water and wastewater has been provided from Portland Water District and Department of Public Works, respectively.

4. Site Design Standards

a. Snow and Ice Loading
The applicant is proposing on-site snow storage; the area for storage is not labeled on the site plan. Snow storage will be provided on site and hauled away as necessary.

b. View Corridors
This site is not within a Protected View Corridor as per the "View Corridor Protection Plan" approved by the Portland City Council in 2001.

c. Historic Resources

The site is outside the 100 foot setback of the West End historic district, therefore the project does not have to be reviewed by Historic Preservation.

d. Exterior Lighting
The proposal has noted wall mounted lighting along all the entrances. According to the applicant, any proposed lighting will be full cutoffs.

e. Noise and Vibration
All heating, ventilation and air conditioning equipment (HVAC), air handling units (AHU), emergency generators, and similar equipment will have to be shown on the plans and meet state and federal emissions requirements. These mechanical equipment should be located to the interior of the site, away from abutting residential properties and be screened from view from any public street and from adjacent sites by structure walls, evergreen landscaping, fencing, masonry wall or a combination thereof. This information will have to be submitted for review as part of the building permit.

f. Signage and Wayfinding
This standard does not apply to the proposal.

g. Zoning Related Design Standards
A design review according to the *City of Portland Design Manual* Standards was performed for the proposed new construction of a four-family dwelling at 5-9 Romasco Lane. The review was performed by Caitlin Cameron, Urban Designer, Nell Donaldson, Planner, and Shukria Wiar, Planner, all within the Planning Division of the Department of Planning & Urban Development. The project was reviewed against the *R-6 Small Infill Development Design Principles & Standards* (Appendix 7 of the Design Manual).

Design Review Criteria:
The project was reviewed with the Alternative Design Review which has the following criteria:

a. Proposed design is consistent with all of the Principle Statements
b. The majority of the Standards within each Principle are met
c. The guiding principle for new construction under the alternative design review is to be compatible with the surrounding buildings in a two-block radius in terms of size, scale, materials, and siting, as well as the general character of the established neighborhood, thus Standards A-1 through A-3 shall be met.
d. The design plan is prepared by an architect registered in the State of Maine.

Findings of the Design Review: The project meets all of the criteria above and **passes** the design review.

Comments for the specific standards are provided in Attachment 4.

The building has four units and therefore Fair Housing applies and the Maine Human Rights Act applies (4582-C, 1.c. (1) & (2). Only the ground floor unit must comply to meet these standards. According to the Applicant's consultants, the front door into the building is designed to meet the requirement of both codes, see Attachment L.

IX. STAFF RECOMMENDATION

Subject to the proposed motions and conditions of approval listed below, Planning Division staff recommends that the Planning Board approve the proposed development.

X. PROPOSED MOTIONS

WAIVERS

On the basis of the application, plans, reports and other information submitted by the applicant, findings and recommendations, contained in the Planning Board Report for the proposed site plan and subdivision (application 2016-023), including but not limited to the report and the staff reviews relevant to Portland's Technical and Design Standards and other regulations, as well as the Planning Board deliberations and the testimony presented at the Planning Board hearing.

1. The Planning Board ***(finds/does not find)*** that the applicant has demonstrated that extraordinary conditions unique to this property exist that limit the ability to meet the aisle width standard of 24 feet and the parking stall width standard of nine fee,t and Mr. Errico has found that the proposed widths provide safe on-site circulation; and the Board **(*finds/does not find*)** that the public interest and purposes of the land development plan are secured. The Planning Board therefore **(*waives/does not waive***) T*echnical Manual 1.7.2.3. Minimum driveway width* (two-way) and *1.14. Parking Lot and Parking Space Design* to allow a varied aisle width of 18 to 24 feet and parking space width of nine and half in the garage.

2. The Planning Board (***finds/does not find***) that the applicant has demonstrated that due to the site constraints preventing the planting of required street trees along Romasco Lane, thus the Planning Board (***waives/does not waive***) Section 14-526 (b) (2) (b) (iii) *Street Trees* to allow for a contribution of $800 to the City's Street Tree Fund to be substituted for the provision on site of three of the required street trees.

SUBDIVISION PLAT

On the basis of the application, plans, reports, and other information submitted by the applicant, findings and recommendations contained in Planning Board Report for application #2016-023 relevant to the Subdivision Ordinance, and other regulations, as well as the Planning Board deliberations and the testimony presented at the Planning Board hearings, the Planning Board finds the following:

That the plan **(is/is not)** in conformance with the subdivision standards of the land use code, subject to the following conditions:

1. The Subdivision Plat shall be finalized to the satisfaction of the Planning Authority, Department of Public Works and Corporation Counsel; and

2. That the final survey, site plan and subdivision plat shall correctly illustrate the sanitary sewer in Romacso Lane.

3. That the Declaration of Condominium and associated documents shall be submitted for review and approval by Corporation Counsel prior to the issuance of certificate of occupancy; and

4. That the recording plat shall be revised noting all waivers and conditions for review and approval by the Planning Authority prior to recording. All waivers shall be recorded within 90 days of the Planning Board approval.

LEVEL III SITE PLAN

On the basis of the application, plans, reports, and other information submitted by the applicant, findings and recommendations contained in Planning Board Report for application #2016-023 relevant to the Site Plan Ordinance, and other regulations, as well as the Planning Board deliberations and the testimony presented at the Planning Board hearings, the Planning Board finds the following:

That the plan **(is/is not)** in conformance with the site plan standards and all other applicable provisions of the land use code, subject to the following conditions:

1. The structural design of the retaining wall shall be submitted for review and approval to the Planning Authority prior to the issuance of a building permit.
2. That the final construction easement shall be submitted prior to the issuance of certificate of a building permit; and

3. The developer/contractor/subcontractor must comply with conditions of the construction stormwater management plan and sediment and erosion control plan based on City standards and state guidelines. The owner/operator of the approved stormwater management system and all assigns shall comply with the conditions of Chapter 32 Stormwater including Article III, Post Construction Stormwater Management, which specifies the annual inspections and reporting requirements. A maintenance agreement for the stormwater drainage system, as attached, or in substantially the same form with any changes to be approved by Corporation Counsel, shall be submitted, signed, and recorded prior to the issuance of a building permit with a copy to the Department of Public Services.

ATTACHMENTS:

Staff Review Comments

1. Traffic Engineering Review (Tom Errico, T Y Lin), comments dated 03.03.2016
2. Department of Public Services Review, David Margolis-Pineo, dated 02.19.2016 and 03.02.2016
3. Civic Engineer Review, David Senus, dated 03.02.2016
4. Urban Designer Review, Caitlin Cameron, dated 03.02.2016
5. DPW Wastwater Capacity Letter

Applicant's Submittal

A. Cover Letter and Application Dated 01.27.2016
B. Project Description
C. Site Location Map
D. Title, Right and Interest
E. Financial Capacity
F. City of Portland GIS Map
G. FEMA Floodplain Map
H. Stormwater Management Report
I. City Wastewater Capacity Application
J. Portland Water District Capacity to Serve Letter
K. Construction Management Plan
L. Comments Response Letter Dated 03.01.2016

Plans

Plan1 Title Sheet

Plan2	Existing Conditions and Demolition Plan
Plan3	Site, Utility, Grading and Erosions Control Plans
Plan4	Erosion Control Notes and Details
Plan5	Sections and Details
Plan6	Boundary and Topo Survey
Plan7	Subdivision Recording Plat
Plan8	Landscaping Plan
Plan9	Post Development Conditions
Plan10	Pre Development Conditions
Plan11	A1.1- First Floor Plan
Plan12	A1.2- Second Floor Plan
Plan13	A1.3- Second and Third Floor Plan
Plan14	A1.4- Fourth Floor Plan
Plan15	A1.5- Roof Plans
Plan16	A2.1- Front Elevations
Plan17	A2.2- Left Elevations
Plan18	A2.3- Rear Elevations
Plan19	A2.4- Right Elevations
Plan20	Color Rendering

From: Tom Errico <thomas.errico@tylin.com>
To: Shukria Wiar <SHUKRIAW@portlandmaine.gov>
CC: David Margolis-Pineo <DMP@portlandmaine.gov>, Katherine Earley <KAS@portlandmaine.gov>, Jeremiah Bartlett <JBartlett@portlandmaine.gov>, Jeff Tarling <JST@portlandmaine.gov>
Date: 3/3/2016 10:57 AM
Subject: 9 Romasco Lane - Final Traffic Comments

Hi Shukria - I have reviewed the final plans and find them to be acceptable from a traffic perspective with the following comments.

* The average parking stall width will be slightly wider than the City standard of 9 feet. I find this condition to be acceptable and support a waiver from City standards.

* The parking aisle width for circulation purposes will range from 18 to 24 feet (24 feet is the City standard). Given that the project will be providing a rear garage door to assist with vehicle circulation, and that Romasco Lane has very low traffic volumes and speeds (I find backing maneuvers from the site to be reasonable), I find conditions to be acceptable and support a waiver from City standards.

If you have any questions, please contact me.

Best regards,

Thomas A. Errico, PE
Senior Associate
Traffic Engineering Director
[T.Y. Lin International]T.Y. Lin International
12 Northbrook Drive
Falmouth, ME 04105
207.781.4721 (main)
207.347.4354 (direct)
207.400.0719 (mobile)
207.781.4753 (fax)
thomas.errico@tylin.com<mailto:thomas.errico@tylin.com>
Visit us online at www.tylin.com<http://www.tylin.com>
Twitter | Facebook | LinkedIn | YouTube

"One Vision, One Company"

Please consider the environment before printing.

From: David Margolis-Pineo
To: Barbara Barhydt; Shukria Wiar
CC: DEVELOPMENT REVIEW GROUP
Date: 2/19/2016 12:38 PM
Subject: Review Comments for 5 & 9 Romasco Lane
Attachments: David Margolis-Pineo.vcf

February 19, 2016

Memo To: Shukria Wiar
Barbara Barhydt
From: David Margolis-Pineo
Re: Review Comments for 5 & 9 Romasco Lane

The Department of Public Works has the follow review comments for the above mentioned project.

1. The City's material policy for driveway aprons in this area of the city is asphalt. The applicant has indicated that a brick driveway apron is proposed. If the applicant would like to use brick, Council approval is required as well as an agreement that the applicant will be responsible for the continued maintenance of the brick apron. This Department would support a waiver request by the applicant to allow the drive apron to be constructed with brick.
2. Since the sewer systems are separated in Romasco Lane, a backflow preventer is not required. If the applicant wishes to install, please install behind and not in the sidewalk.
3. Romasco Lane is not under a street moratorium.
4. Question – Since part of the retaining wall in the back is eight feet tall, is a PE sign off required?
5. Please verify if CPP pipe meets the City's Technical Manual standards.
6. The applicant should be aware that the site survey incorrectly shows the sewer utilities in the street. Please corrected this prior to issuance of a building permit by contacting William Clark (874-8847) of this office.
7. It appears the applicant is currently showing the proposed building sanitary sewer lateral connecting into the stormwater sewer. Please refer to the above comment and correct.

We have no further comments at this time.

David Margolis-Pineo
Deputy City Engineer
Department of Public Services
55 Portland St.
Portland, ME 04101
Office 207-874-8850
Fax 207-874-8852
Cell 207-400-6695
dmp@portlandmaine.gov

From: David Margolis-Pineo
To: Barbara Barhydt; Barbara Barhydt; Shukria Wiar
CC: David Margolis-Pineo
Date: 3/2/2016 4:50 PM
Subject: Romasco Lane
Attachments: David Margolis-Pineo.vcf

Shukria,

I have reviewed the response to my initial comments which I find have been adequately address and have no further comments.

David Margolis-Pineo
Deputy City Engineer
Department of Public Services
55 Portland St.
Portland, ME 04101
Office 207-874-8850
Fax 207-874-8852
Cell 207-400-6695
dmp@portlandmaine.gov

COMMITMENT & INTEGRITY
DRIVE RESULTS

41 Hutchins Drive
Portland, Maine 04102
www.woodardcurran.com

T 800.426.4262
T 207.774.2112
F 207.774.6635

Att. 3

MEMORANDUM

TO: Shukria Wiar, Planner
FROM: David Senus, PE
DATE: March 2, 2016
RE: 5 & 9 Romasco Lane Final Level III Site Plan Application

Woodard & Curran has reviewed the response to comments for the Final Level III Site Plan Application for the proposed 4-unit condominium development at 5 & 9 Romasco Lane in Portland, Maine. The project involves the construction of a 4-unit condominium building with ground level parking below the units on a vacant lot on Romasco Lane.

Documents Reviewed by Woodard & Curran

- Response to comments letter & final plan submittal, dated March 1, 2016, prepared by Sevee & Maher Engineers, Inc. for Legacy 18 Development, Inc. .

Comments

1) All review comments contained in the February 15, 2016 memorandum from Woodard & Curran have been adequately addressed.

Planning and Urban Development Department
Planning Division

Subject: R-6 Small Infill Design Review – 5-9 Romasco Lane

Written by: Caitlin Cameron, Urban Designer

Date of Review: Wednesday, March 2, 2016

On Wednesday, March 2, a design review according to the *City of Portland Design Manual* Standards was performed for the proposed new construction of a four-family dwelling at 5-9 Romasco Lane. The review was performed by Caitlin Cameron, Urban Designer, Nell Donaldson, Planner, and Shukria Wiar, Planner, all within the Planning Division of the Department of Planning & Urban Development. The project was reviewed against the *R-6 Small Infill Development Design Principles & Standards* (Appendix 7 of the Design Manual).

Design Review Criteria:
The project was reviewed with the Alternative Design Review which has the following criteria:

A. Proposed design is consistent with all of the Principle Statements
B. The majority of the Standards within each Principle are met
C. The guiding principle for new construction under the alternative design review is to be compatible with the surrounding buildings in a two-block radius in terms of size, scale, materials, and siting, as well as the general character of the established neighborhood, thus Standards A-1 through A-3 shall be met.
D. The design plan is prepared by an architect registered in the State of Maine.

Findings of the Design Review: The project meets all of the criteria above and **passes** the design review.

Design Review Comments *(red text denotes principles or standards that are not met)*:

Principle A Overall Context – Met – Although this project is different in aesthetic style than the predominant residential vernacular on the peninsula, this street has both traditional residential architecture and more industrial buildings with contemporary additions and can accommodate contemporary interpretations of residential architecture.

- *A-1 Scale and Form:* The scale of the building is one to two stories taller than some of the context but meets the zoning code height requirements. The project is definitely contemporary in form and is a multi-family building and so differs in its scale and form accordingly.
- *A-2 Composition of Principal Facades:* The building sensitively steps back the upper floors on the side that is adjacent to the smaller residential buildings. The street façade has three bays where the buildings on the street typically have two, but the existing buildings on the corner are larger, multi-family buildings with three to four bays. The building has a regular fenestration pattern, though the windows are larger than found in the context.

- *A-3 Relationship to the Street:* The ground floor of the building sits back further from the street than most buildings in this neighborhood but retains the street wall with stair tower and cantilevered upper floors. The garage is street-facing but is set back from the street which does mitigate its impact to some degree.

Principle B Massing – Met – The neighboring buildings are either two and a half or three-story buildings with simple massing. The building has more complex massing than the context to mitigate the scale.

- *B-1 Massing:* The building has a varied massing with several shifts in plane – the overall effect is that of three forms, the stair tower, the ground floor, and the cantilevered upper floors. This building is larger scale than the single family residential buildings immediately adjacent and the varied massing breaks the building into smaller components and mitigates the scale, especially on the street. The street wall is maintained to some degree with the cantilevered upper floors and the stair tower.
- *B-2 Roof Forms:* The building uses flat form which is typically found in the triple-decker residential architecture but relates to the more commercial/industrial buildings in the neighborhood.
- *B-3 Main Roofs and Subsidiary Roofs:* The building has multiple roof lines, but all roofs have a flat pitch.
- *B-4 Roof Pitch:* The standard requires that mono pitched roofs shall not have a pitch of less than 7:12.
- *B-5 Façade Articulation:* The project employs balconies, a recessed entry, and the ground floor is recessed.
- *B-6 Garages:* The street-facing façade of the garage is recessed behind the façade of the main structure in conformance with this standard. The garage door is less than 40% of the façade.

Principle C Orientation to the Street – Met – The project appropriately reflects the private/public relationship of residential buildings in this neighborhood except in the case of the ground floor entry which is set back – the stair tower at the property line and the cantilevered upper floors are intended to provide the necessary street wall.

- *C-1 Entrances:* The main entry faces the street. The entry will be indicated by a path from the public right-of-way and is recessed. The review panel asked that additional emphasis be given to the entry whether it is lighting, signage, or a canopy or other.
- *C-2 Visual Privacy:* Visual privacy is less of a concern with this project because there are no living spaces on the ground level; it is not clear whether the ground floor windows are at least 48" above adjoining sidewalk grade.
- *C-3 Transition Spaces:* The walkway from the sidewalk to the front entrance is successful as a transition space, especially with the use of a differentiated paving and landscaping. No living spaces are on the ground level.

Principle D Proportion and Scale – Met – The proportion and scale of the building overall is harmonious and human-scaled.

- *D-1 Windows:* The majority of windows are rectangular. There is a mix of vertical and horizontal orientation but the review panel overall felt the windows were appropriately proportioned to the building.
- *D-2 Fenestration:* The review panel overall felt the windows were appropriately scaled to the building. The area of fenestration meets the standard.
- *D-3 Porches:* N/A

Principle E Balance – Met – The building façade composition creates a sense of balance with good use of overall and local symmetry and articulation of façade materials.

- *E-1 Window and Door Height:* The majority of window and door head heights align along a common horizontal datum.
- *E-2 Window and Door Alignment:* The majority of windows are stacked so that centerlines of windows are in vertical alignment.
- *E-3 Symmetricality:* Primary window compositions are arranged symmetrically around discernable vertical axes.

Principle F Articulation – Met – The project employs visually interesting and well composed facades.

- *F-1 Articulation:* It is a little bit difficult to discern the trim and window details of the project however, if there is a little bit of a shadow line or depth created with these details, as it appears there would be, then the standard is met. The materials chosen provide texture and shadow lines. The balcony railings will also add a level of articulation and detail. There is also a cornice on the stair tower.
- *F-2 Window Types:* Generally the windows meet the standard – the windows types belong to a consistent family. Although not all proportions or sizes are the same, the panel did not feel there were too many types.
- *F-3 Visual Cohesion:* The visual cohesion of the façade is good. The stucco cladding at the base should maintain the visual appearance and feeling of being the heaviest material to ground the project.
- *F-4 Delineation between Floors:* The ground floor is delineated by a material change and shift in plane; the upper floors are delineated with fenestration patterns, stepbacks, and balconies.
- *F-5 Porches, etc.:* N/A
- *F-6 Main Entries:* The main entry faces the street and is apparent. The review panel asked that additional emphasis be given to the entry whether it is lighting, signage, or a canopy or other.
- *F-7 Articulation Elements:* The project uses an overhang cornice with a minimum 6" projection, and there are building offsets of at least 12".

Principle G Materials – Met – Neighborhood context is primarily clapboard and brick – the project uses a primary material of similar quality and scale.

- *G-1 Materials:* The primary material is fiber cement board with a vertical orientation which has a scale and character similar to the clapboard that dominant in the street. The stucco building base is not typically seen in New England vernacular but has a similar quality as the painted brick building bases in the neighborhood. The visibility of the stucco from the street will be limited to the front entry and the garage area. The most prominent façade at the ground will have the fiber cement board cladding.
- *G-2 Material and Façade Design:* The materials are appropriately placed according to their nature and consistent with the façade design and serve to differentiate the building forms.
- *G-3 Chimneys:* Not applicable
- *G-4 Window Types:* The windows types belong to a consistent family. Although not all proportions or sizes are the same, the review panel did not feel there were too many types.
- *G-5 Patios and Plazas:* N/A

From: David Margolis-Pineo
To: David Klenicki
CC: Barbara Barhydt; Benjamin Pearson; Caitlin Cameron; Charlie Burnham; Helen Donaldson; Jean Fraser; Jeff Levine; John Emerson; Justin Pellerin; Nancy Gallinaro; Rick Knowland; Scott Firmin; Shukria Wiar; Dan Diffin
Date: 2/19/2016 11:17 AM
Subject: Wastewater Capacity Application Approval - 5 & 9 Romasco Lane
Attachments: David Margolis-Pineo.vcf

February 19, 2016

RE: Wastewater Capacity Application Approval for Wastewater Flows from 5 & 9 Romasco Lane – Multi-Family Housing (Condos)

Dear Mr. Klenicki: (kdsinc7@gmail.com)

The Department of Public Works, which includes the Water Resource Division has reviewed and determined that the downstream sewers from 5 & 9 Romasco Lane have the capacity to convey the estimated 600 gpd of proposed wastewater which will be generated from this residence.

There is a separate stormwater and sanitary sewer on Romasco Lane which currently recombines with the sanitary sewer system on Washington Ave. Construction is proposed this year to complete the separation of stormwater system which will then discharge into Back Cove.

In discussions with your engineers, the City is aware you are proposing an approximate 220 sq. ft. infiltration basin which is designed to contain approximately 820 gallons. This area will act as stormwater treatment and may be eligible for a stormwater credit. Once complete, please contact Justin Pellerin of this office at 745-3939 for guidance.

If the City can be of further assistance, please call me at 874-8850 or 400-6695.
Sincerely,

CITY OF PORTLAND

David Margolis-Pineo

David Margolis-Pineo

Deputy City Engineer

Anticipated Wastewater Flows from 5 & 9 Romasco Lane:
Two – One Bedroom Units @ 120 gpd/unit = 240 gpd
Two – Two Bedroom Units @ 180 gpd/unit = 360 gpd
Total = 600 gpd

Jeffrey Levine, Director, Department of Planning and Urban Development, City of Portland
Barbara Barhydt, Development Review Services Mgr., Dep't. of Planning and Urban Development, City of Portland
Nell Donaldson, Department of Planning and Urban Development, City of Portland
Caitlin Cameron, Department of Planning and Urban Development, City of Portland
Shukria Wiar, Planner, Department of Planning and Urban Development, City of Portland
Jean Fraser, Planner, Department of Planning and Urban Development, City of Portland
Rick Knowland, Planner, Department of Planning and Urban Development, City of Portland
Nancy Gallinaro, Water Resources Manager
Benjamin N. Pearson, Industrial Pretreatment Coordinator, City of Portland
Rachel Smith, Assistance Industrial Pretreatment Coordinator, City of Portland
Justin Pellerin, Assistant Engineer, City of Portland
John Emerson, Wastewater Coordinator, City of Portland
Scott Firmin, Director of Wastewater, Portland Water District
Charlie Burnham – Sevee & Maher

Daniel Diffin – Sevee & Maher

David Margolis-Pineo
Deputy City Engineer
Department of Public Services
55 Portland St.
Portland, ME 04101
Office 207-874-8850
Fax 207-874-8852
Cell 207-400-6695
dmp@portlandmaine.gov

SME
Sevee & Maher Engineers, Inc.

ENVIRONMENTAL • CIVIL • GEOTECHNICAL • WATER • COMPLIANCE

January 27, 2016

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20160127jl.docx

Mr. Jeff Levine, AICP, Director
City of Portland, Maine
Planning & Urban Development Department
389 Congress Street
Portland, Maine 04101-3509

Subject: Level III Site Plan Review Application for Legacy 18 Development, Inc.
4-Unit Condo Building at 5 & 9 Romasco Lane, Portland, Maine

Dear Mr. Levine:

As requested, Sevee & Maher Engineers, Inc. (SME) is enclosing one copy of a Level III Site Plan Review Application for Legacy 18 Development, Inc.'s 4-Unit Condo Building located at 5 & 9 Romasco Lane in Portland, Maine.

Legacy 18 Development, Inc. (Owners) propose to construct a 1,955-square-foot apartment building on a 3,500 square foot parcel located at 5 and 9 Romasco Lane in Portland, Maine as shown on Figure 1 – Site Location Map included in Appendix A. The building will be a four-story, four-unit condo building with dedicated on-site parking in the garage located on the first floor. The property is located within the Residential 6 (R6) Zoning District and will comply with the City's vision of multifamily dwellings at a high density within this area.

The building will include a three car garage on the first floor, two one-bedroom units on the second floor and two two-bedroom units on the third and fourth floors. The building design also includes four private roof decks for access by each unit.

The property is currently fully disturbed with an 880-square-foot paved parking area along the street frontage and an overgrown lawn area to the rear of the property. There was a 650 square-foot building removed in July of 2015. The proposed building, paved vehicle maneuvering area, walks and patios will not result in an increase in developed area on the property, but will increase the on-site impervious area to approximately 2,100 square feet, an increase of 600 square feet.

The number of dwelling units proposed requires a Level III Site Plan Development Review permit through the City.

4 Blanchard Road, PO Box 85A, Cumberland Center, Maine 04021 • Phone 207.829.5016 • Fax 207.829.5692 • www.smemaine.com

Should questions arise or additional information be desired, please do not hesitate to contact Dan Diffin, P.E., LEED AP BD+C at 207.829.5016.

Very truly yours,

SEVEE & MAHER ENGINEERS, INC.

Guy H. Cote Jr., P.E.
President

cc: Judy George
David Klenicki

Portland, Maine | Yes. Life's good here.

Jeff Levine, AICP, Director
Planning & Urban Development Department

Electronic Signature and Fee Payment Confirmation

Notice: Your electronic signature is considered a legal signature per state law.

By digitally signing the attached document(s), you are signifying your understanding this is a legal document and your electronic signature is considered a ***legal signature*** per Maine state law. You are also signifying your intent on paying your fees by the opportunities below.

I, the undersigned, intend and acknowledge that no Site Plan or Historic Preservation Applications can be reviewed until payment of appropriate application fees are ***paid in full*** to the Inspections Office, City of Portland Maine by method noted below:

- [x] Within 24-48 hours, once my complete application and corresponding paperwork has been electronically delivered, I intend to **call the Inspections Office** at 207-874-8703 and speak to an administrative representative and provide a credit/debit card over the phone.
- [ ] Within 24-48 hours, once my application and corresponding paperwork has been electronically delivered, I intend to **call the Inspections Office** at 207-874-8703 and speak to an administrative representative and provide a credit/debit card over the phone.
- [ ] I intend to deliver a payment method through the U.S. Postal Service mail once my application paperwork has been electronically delivered.

Judy Lozzi, V.P./Sec.
Legacy R Development Inc.
Applicant Signature: _____ Date: 1/20/15

I have provided digital copies and sent them on: _____ Date: _____

NOTE: All electronic paperwork must be delivered to buildinginspections@portlandmaine.gov or by physical means i.e. a thumb drive or CD to the Inspections Office, City Hall, 3rd Floor, Room 315.

Level III – Preliminary and Final Site Plans
Development Review Application
Portland, Maine

Planning and Urban Development Department
Planning Division

Portland's Planning and Urban Development Department coordinates the development review process for site plan, subdivision and other applications under the City's Land Use Code. Attached is the application form for a Level III: Preliminary or Final Site Plan. Please note that Portland has delegated review from the State of Maine for reviews under the Site Location of Development Act, Chapter 500 Stormwater Permits, and Traffic Movement Permits.

Level III: Site Plan Development includes:

- New structures with a total floor area of 10,000 sq. ft. or more except in Industrial Zones.
- New structures with a total floor area of 20,000 sq. ft. or more in Industrial Zones.
- New temporary or permanent parking area(s) or paving of existing unpaved parking areas for more than 75 vehicles.
- Building addition(s) with a total floor area of 10,000 sq. ft. or more (cumulatively within a 3 year period) except in Industrial Zones.
- Building addition(s) with a total floor area of 20,000 sq. ft. or more in Industrial Zones.
- A change in the use of a total floor area of 20,000 sq. ft. or more in any existing building (cumulatively within a 3 year period).
- Multiple family development (3 or more dwelling units) or the addition of any additional dwelling unit if subject to subdivision review.
- Any new major or minor auto business in the B-2 or B-5 Zone, or the construction of any new major or minor auto business greater than 10,000 sq. ft. of building area in any other permitted zone.
- Correctional prerelease facilities.
- Park improvements: New structures greater than 10,000 sq. ft. and/or facilities encompassing 20,000 sq. ft. or more (excludes rehabilitation or replacement of existing facilities); new nighttime outdoor lighting of sports, athletic or recreation facilities not previously illuminated.
- Land disturbance of 3 acres or more (includes stripping, grading, grubbing, filling or excavation).

Portland's development review process and requirements are outlined in the Land Use Code (Chapter 14) which is available on our website:

Land Use Code: http://me-portland.civicplus.com/DocumentCenter/Home/View/1080
Design Manual: http://me-portland.civicplus.com/DocumentCenter/View/2355
Technical Manual: http://me-portland.civicplus.com/DocumentCenter/View/2356

Planning Division
Fourth Floor, City Hall
389 Congress Street
(207) 874-8719

Office Hours
Monday thru Friday
8:00 a.m. – 4:30 p.m.

Updated: April 23, 2014

PROJECT NAME: 4-UNIT CONDOMINIUM BUILDING

PROPOSED DEVELOPMENT ADDRESS:

5-9 Romasco Lane, Portland, ME

PROJECT DESCRIPTION:

A new 2,000 square foot, 4-unit condominium building with a 3 car garage on a 3,496 square foot lot.

CHART/BLOCK/LOT: 013 J024001

PRELIMINARY PLAN _____ (date)
FINAL PLAN _____ (date)

CONTACT INFORMATION:

Applicant – must be owner, Lessee or Buyer Name: David Klenicki, President Business Name, if applicable: Legacy 18 Development Inc. Address: 233 Smith Road City/State :Windham, Me Zip Code: 04062	**Applicant Contact Information** Work # (917) 608-8814 Home# Cell # Fax# e-mail: kdsinc7@gmail.com
Owner – (if different from Applicant) Name: Address: City/State : Zip Code:	**Owner Contact Information** Work # Home# Cell # Fax# e-mail:
Agent/ Representative Name: Sevee & Maher Engineers, Inc. Address: 4 Blanchard Road City/State : Cumberland, ME Zip Code: 04021	**Agent/Representative Contact information** Work # (207) 829-5016 Cell # (207) 240-3315 e-mail: dpd@smemaine.com
Billing Information Name: Judy George Address: 233 Smith Road City/State :Windham, Me Zip Code: 04062	**Billing Information** Work # Cell # Fax# e-mail:

Engineer	Engineer Contact Information
Name: Daniel P. Diffin, P.E. (SME) Address: 4 Blanchard Rd City/State : Cumberland, ME Zip Code: 04021	Work # (207) 829-5016 Cell # (207) 240-3315 Fax# (207) 829-5692 e-mail: dpd@smemaine.com
Surveyor	**Surveyor Contact Information**
Name: Livingston-Hughes Surveyors Address: 88 Guinea Rd. City/State Kennebunkport, ME Zip Code: 04046	Work # 207-969-9761 Cell # Fax# 207-967-4831 e-mail: emily@livingstonhughes.com
Architect	**Architect Contact Information**
Name: Klenicki Design Services, Inc. Address: 273 Smith Ridge Road City/State : South Salem, NY Zip Code: 10590	Work # Cell # Fax# (e-mail:
Attorney	**Attorney Contact Information**
Name: Address: City/State : Zip Code:	Work # Cell # Fax# e-mail:

APPLICATION FEES:
Check all reviews that apply. (Payment may be made by Credit Card, Cash or Check payable to the City of Portland.)

Level III Development (check applicable reviews)
X Less than 50,000 sq. ft. ($500.00)
___ 50,000 - 100,000 sq. ft. ($1,000)
___ 100,000 – 200,000 sq. ft. ($2,000)
___ 200,000 – 300,000 sq. ft. ($3,000)
___ over $300,00 sq. ft. ($5,000)
___ Parking lots over 11 spaces ($1,000)
___ After-the-fact Review ($1,000.00 plus applicable application fee)

Plan Amendments (check applicable reviews)
___ Planning Staff Review ($250)
___ Planning Board Review ($500)
_____

The City invoices separately for the following:

- Notices ($.75 each)
- Legal Ad (% of total Ad)
- Planning Review ($40.00 hour)
- Legal Review ($75.00 hour)

Third party review fees are assessed separately. Any outside reviews or analysis requested from the Applicant as part of the development review, are the responsibility of the Applicant and are separate from any application or invoice fees.

Other Reviews (check applicable reviews)

___ Traffic Movement ($1,000)
___ Stormwater Quality ($250)
___ Subdivisions ($500 + $25/lot)
# of Lots ___ x $25/lot = _____
___ Site Location ($3,000, except for residential projects which shall be $200/lot)
# of Lots ___ x $200/lot = _____
___ Other _____
___ Change of Use
___ Flood Plain
___ Shoreland
___ Design Review
___ Housing Replacement
___ Historic Preservation

APPLICATION SUBMISSION:

1. All site plans and written application materials must be submitted electronically on a CD or thumb drive with each plan submitted as separate files, with individual file which can be found on the **Electronic Plan and Document Submittal** page of the City's website at http://me-portland.civicplus.com/764/Electronic-Plan-and-Document-Submittal

2. **In addition, one (1) paper set of the plans (full size), one (1) paper set of plans (11 x 17), paper copy of written materials, and the application fee must be submitted to the Building Inspections Office to start the review process.**

The application must be complete, including but not limited to the contact information, project data, application checklists, wastewater capacity, plan for fire department review, and applicant signature. The submissions shall include one (1) paper packet with folded plans containing the following materials:

1. **One (1) full size site plans** that must be **folded.**
2. One (1) copy of all written materials or as follows, unless otherwise noted:
   a. Application form that is completed and signed.
   b. Cover letter stating the nature of the project.
   c. All Written Submittals (Sec. 14-525 2. (c), including evidence of right, title and interest.
3. A stamped standard boundary survey prepared by a registered land surveyor at a scale not less than one inch to 50 feet.
4. Plans and maps based upon the boundary survey and containing the information found in the attached sample plan checklist.
5. One (1) set of plans reduced to 11 x 17.

Please refer to the application checklist (attached) for a detailed list of submission requirements.

APPLICANT SIGNATURE:

I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the Planning Authority and Code Enforcement's authorized representative shall have the authority to enter all areas covered by this permit at any reasonable hour to enforce the provisions of the codes applicable to this permit.

This application is for a Level II Site Plan review. It is not a permit to begin construction. An approved site plan, a Performance Guarantee, Inspection Fee, Building Permit, and associated fees will be required prior to construction. Other Federal, State or local permits may be required prior to construction, which are the responsibility of the applicant to obtain.

Signature of Applicant:	Date:
[illegible], V.P.	1/20/15

Secretary
Legacy 18 Development Inc.

Updated: April 23, 2014

PROJECT DATA

The following information is required where applicable, in order to complete the application.

Total Area of Site	3,496	sq. ft.
Proposed Total Disturbed Area of the Site	3,496	sq. ft.
If the proposed disturbance is greater than one acre, then the applicant shall apply for a Maine Construction General Permit (MCGP) with DEP and a Stormwater Management Permit, Chapter 500, with the City of Portland.		
Impervious Surface Area		
Impervious Area (Total Existing)	1,520	sq. ft.
Impervious Area (Total Proposed)	2,095	sq. ft.
Building Ground Floor Area and Total Floor Area		
Building Footprint (Total Existing)	639	sq. ft.
Building Footprint (Total Proposed)	1,955	sq. ft.
Building Floor Area (Total Existing)	0	sq. ft.
Building Floor Area (Total Proposed)	8,020	sq. ft.
Zoning		
Existing	Residential 6 (R6)	
Proposed, if applicable		
Land Use		
Existing	Single Famil/Parking	
Proposed	Multi-family apartments	
Residential, If applicable		
# of Residential Units (Total Existing)	1	
# of Residential Units (Total Proposed)	4	
# of Lots (Total Proposed)	1	
# of Affordable Housing Units (Total Proposed)	0	
Proposed Bedroom Mix		
# of Efficiency Units (Total Proposed)	0	
# of One-Bedroom Units (Total Proposed)	2	
# of Two-Bedroom Units (Total Proposed)	2	
# of Three-Bedroom Units (Total Proposed)	0	
Parking Spaces		
# of Parking Spaces (Total Existing)	0	
# of Parking Spaces (Total Proposed)	3 - Garage	
# of Handicapped Spaces (Total Proposed)	0	
Bicycle Parking Spaces		
# of Bicycle Spaces (Total Existing)	0	
# of Bicycle Spaces (Total Proposed)	2 - Garage	
Estimated Cost of Project		

FINAL PLAN - Level III Site Plan			
Applicant Checklist	Planner Checklist	# of Copies	**GENERAL WRITTEN SUBMISSIONS CHECKLIST (* If applicant chooses to submit a Preliminary Plan, then the * items were submitted for that phase and only updates are required)**
X		1	* Completed Application form
X		1	* Application fees
X		1	* Written description of project
X		1	* Evidence of right, title and interest
X		1	* Evidence of state and/or federal permits
X		1	* Written assessment of proposed project's specific compliance with applicable Zoning requirements
X		1	* Summary of existing and/or proposed easements, covenants, public or private rights-of-way, or other burdens on the site
X		1	* Evidence of financial and technical capacity
X		1	Construction Management Plan
X		1	A traffic study and other applicable transportation plans in accordance with Section 1 of the technical Manual, where applicable.
X		1	Written summary of significant natural features located on the site (Section 14-526 (b) (a))
X		1	Stormwater management plan and stormwater calculations
X		1	Written summary of project's consistency with related city master plans
X		1	Evidence of utility capacity to serve
X		1	Written summary of solid waste generation and proposed management of solid waste
X		1	A code summary referencing NFPA 1 and all Fire Department technical standards
X		1	Where applicable, an assessment of the development's consistency with any applicable design standards contained in Section 14-526 and in City of Portland Design Manual
X		1	Manufacturer’s verification that all proposed HVAC and manufacturing equipment meets applicable state and federal emissions requirements.

Applicant Checklist	Planner Checklist	# of Copies	**SITE PLAN SUBMISSIONS CHECKLIST** **(* If applicant chooses to submit a Preliminary Plan, then the * items were submitted for that phase and only updates are required)**
X		1	* Boundary Survey meeting the requirements of Section 13 of the City of Portland's Technical Manual
X		1	**Final Site Plans including the following:**
X		Existing and proposed structures, as applicable, and distance from property line (including location of proposed piers, docks or wharves if in Shoreland Zone);	
X		Existing and proposed structures on parcels abutting site;	
X		All streets and intersections adjacent to the site and any proposed geometric modifications to those streets or intersections;	
X		Location, dimensions and materials of all existing and proposed driveways, vehicle and pedestrian access ways, and bicycle access ways, with corresponding curb lines;	
X		Engineered construction specifications and cross-sectional drawings for all proposed driveways, paved areas, sidewalks;	
X		Location and dimensions of all proposed loading areas including turning templates for applicable design delivery vehicles;	
X		Existing and proposed public transit infrastructure with applicable dimensions and engineering specifications;	
X		Location of existing and proposed vehicle and bicycle parking spaces with applicable dimensional and engineering information;	
X		Location of all snow storage areas and/or a snow removal plan;	
X		A traffic control plan as detailed in Section 1 of the Technical Manual;	
X		Proposed buffers and preservation measures for significant natural features, where applicable, as defined in Section 14-526(b)(1);	
X		Location and proposed alteration to any watercourse;	
X		A delineation of wetlands boundaries prepared by a qualified professional as detailed in Section 8 of the Technical Manual;	
X		Proposed buffers and preservation measures for wetlands;	
X		Existing soil conditions and location of test pits and test borings;	
X		Existing vegetation to be preserved, proposed site landscaping, screening and proposed street trees, as applicable;	
X		A stormwater management and drainage plan, in accordance with Section 5 of the Technical Manual;	
X		Grading plan;	
X		Ground water protection measures;	
X		Existing and proposed sewer mains and connections;	

- Continued on next page -

X		Location of all existing and proposed fire hydrants and a life safety plan in accordance with Section 3 of the Technical Manual;
X		Location, sizing, and directional flows of all existing and proposed utilities within the project site and on all abutting streets;
X		Location and dimensions of off-premises public or publicly accessible infrastructure immediately adjacent to the site;
X		Location and size of all on site solid waste receptacles, including on site storage containers for recyclable materials for any commercial or industrial property;
X		Plans showing the location, ground floor area, floor plans and grade elevations for all buildings;
X		A shadow analysis as described in Section 11 of the Technical Manual, if applicable;
X		A note on the plan identifying the Historic Preservation designation and a copy of the Application for Certificate of Appropriateness, if applicable, as specified in Section Article IX, the Historic Preservation Ordinance;
X		Location and dimensions of all existing and proposed HVAC and mechanical equipment and all proposed screening, where applicable;
X		An exterior lighting plan in accordance with Section 12 of the Technical Manual;
X		A signage plan showing the location, dimensions, height and setback of all existing and proposed signs;
X		Location, dimensions and ownership of easements, public or private rights of way, both existing and proposed.

PORTLAND FIRE DEPARTMENT
SITE REVIEW
FIRE DEPARTMENT CHECKLIST

A separate drawing[s] shall be provided as part of the site plan application for the Portland Fire Department's review.

1. Name, address, telephone number of applicant David Klenicki, 273 Smith Ridge Road, South Salem, NY
2.
3. Name address, telephone number of architect
   Klenicki Design Services, 273 Smith Ridge Road, South Salem, NY (917) 608-8814
4. Proposed uses of any structures [NFPA and IBC classification]
5.
6. Square footage of all structures [total and per story]
   8020 sf and 2005 sf/floor
7. Elevation of all structures
   102.50 first floor elevation and 144.5 roof elevation
8. Proposed fire protection of all structures
   - ***As of September 16, 2010 all new construction of one and two family homes are required to be sprinkled in compliance with NFPA 13D. This is required by City Code. (NFPA 101 2009 ed.)***

9. Hydrant locations
   80 feet away on Romasco Lane
10. Water main[s] size and location
    8" main in the street
11. Access to all structures [min. 2 sides]
    Yes
12. A code summary shall be included referencing NFPA 1 and all fire department. Technical standards.

Some structures may require Fire flows using annex H of NFPA 1

CITY OF PORTLAND, MAINE
PLANNING BOARD
LEVEL III SITE PLAN REVIEW APPLICATION

Prepared for

LEGACY 18 DEVELOPMENT INC.
4-UNIT CONDO BUILDING

5 & 9 Romasco Lane
Portland, Maine

January 2016

SME
Sevee & Maher Engineers, Inc.
ENVIRONMENTAL • CIVIL • GEOTECHNICAL • WATER • COMPLIANCE

STATE OF MAINE
GUY H. COTE, JR.
No. 5144
LICENSED
PROFESSIONAL ENGINEER

4 Blanchard Road, PO Box 85A, Cumberland Center, ME 04021 • Phone 207.829.5016 • Fax 207.829.5692 • www.smemaine.com

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PROJECT DESCRIPTION

Legacy 18 Development, Inc. (Owners) propose to construct a 1,955-square-foot apartment building on a 3,500 square foot parcel located at 5 and 9 Romasco Lane in Portland, Maine as shown on Figure 1 – Site Location Map included in Appendix A. The building will be a four-story, four-unit condo building with dedicated on-site parking in the garage located on the first floor. The property is located within the Residential 6 (R6) Zoning District and will comply with the City's vision of multifamily dwellings at a high density within this area.

The building will include; a three car garage on the first floor, two one-bedroom units on the second floor and two two-bedroom units on the third and fourth floors. The building design also includes four private roof decks for access by each unit.

The property is currently fully disturbed with an 880-square-foot paved parking area along the street frontage and an overgrown lawn area to the rear of the property. There was a 650 square-foot building removed in July of 2015. The proposed building, paved vehicle maneuvering area, walks and patios will not result in an increase in developed area on the property, but will increase the on-site impervious area to approximately 2,100 square feet, an increase of 600 square feet.

The number of dwelling units proposed requires a Level III Site Plan Development Review permit through the City. The following demonstrates the project's compliance with the applicable City of Portland Land Use Ordinance.

FINAL PLAN – LEVEL III SITE PLAN CHECKLIST REQUIREMENTS

This application package has been prepared in accordance with the City of Portland Land Use Ordinance and the Level III Site Plan Development Review Application. To address the submission requirements, the Applicant has provided the following:

Right, Title and Interest – See copies of Deed included in Appendix B.

State and/or Federal Permits – Not required for this project.

Evidence of Financial Capacity – See letter of financing provided in Appendix C.

Evidence of Technical Capacity – The Owners have hired qualified professionals to assist in the design, bidding and construction administration for this project as detailed on the application form.

City of Portland GIS Map – See copy of map included in Appendix D.

FEMA Map – See FEMA firmette in Appendix E

ARTICLE V. - SITE PLAN

The following demonstrate the project's compliance with Section 14-526 Site Plan Standards.

14-139 Dimensional Requirements

The site has been designed in accordance with all the dimensional requirements in section 14-139 of the City of Portland Code of Ordinances. The two lots combine to make one 3,500 square-foot lot. The proposed building will have a 1,955 square-foot footprint and the units range from 947 to 1,645 square feet. The side yard set backs are shown on drawing C-102 and total more than 10 feet. The proposed front yard is 1.5 feet, which is consistent with the average setback of the adjacent properties.

14-526 (a) Transportation Standards

Romasco is directly off of Cumberland Avenue which is classified as a Major Collector. Four additional housing units would have an insignificant impact on the surrounding street systems. Romasco Lane is only 0.15 miles long and has a total travel time of less than 1 minute. The proposed development will not reduce the Level of Service below level "D" as required in in Section 14-526 of the City of Portland Code of Ordinances.

The property will be accessed through one curb cut off Romasco Lane in the same general location of the existing curb cut. The driveway will be greater than twenty feet from adjacent driveways and has a proposed width of ten feet, in accordance with Section 1.7 of the Portland Technical Manual. A sidewalk exists along the entire length of property's frontage with Romasco Lane and will be demolished and replaced by brick pavers.

The off-street parking space standards in Section 14-332.1(k) of the City of Portland Code of Ordinances require one parking space per dwelling unit over three in the (R-6)-District. The proposed development provides three parking spots in the first-floor garage, two more than required. Section 14-526 of the same document requires two bicycle parking spaces for developments with zero to ten vehicle parking spaces. Two bike hangers will be provided within the garage as shown on the Site and Utility Plan, Drawing C-101.

Section 14-526 of the City of Portland Code of Ordinances requires provisions be made for snow storage. The open space on the south west corner will provide sufficient space for snow storage, the required parking spaces are located in the garage and will not be impacted by snow storage.

14-526 (b) Environmental Quality Standards

A. Preservation of Significant Natural Features

The site is currently fully developed with a paved parking area on the southern third of the property and an overgrown lawn area over the rest of the property. In addition, the property is in a highly urbanized neighborhood with little to no stands of trees, wetlands or wildlife habitat. Therefore, it is expected that there are no protected natural resources within the property footprint.

B. Landscaping and Landscape Preservation

There is limited landscaping on the existing property. There is one large tree near the north-east corner. The project will result in the cutting of the tree and bushes in this area.

The proposed site landscaping is shown on the Landscape Plan, Drawing L-1. There will be no exterior servicing areas, dumpsters or on-site utility structures; therefore, screening is not required. There are no required landscaped islands required based on only three (3) proposed parking spaces.

Section 4 of the City of Portland Technical Manual requires that one street tree be planted per unit, unless otherwise approved and spaced thirty (30) to forty five (45) feet on center. The site has a total of sixty-three (63) feet of street frontage. No street trees are proposed at the frontage of the property, as shown on the Landscape Plan L-1. Given that there are no street trees along Romasco lane and the proximity of the building to the roadway. The owner requests a waiver from the installation of four street trees and will provide $800 to the city's tree fund.

C. Water Quality, Stormwater Management, and Erosion Control

The proposed development disturbs approximately 3,500 square feet (approximately 0.1 acres). According to Section 4 of the City of Portland Technical Manual any site disturbing less than one acre is exempt from complying with the Basic and General Standards, and acquiring a Stormwater Permit.

The details of the proposed stormwater management measures are included on the drawings and the Stormwater Management Report in Appendix F and the post construction stormwater management plan in Appendix G.

The proposed erosion control measures are detailed on the drawing set provided.

14-526 (c) Public Infrastructure and Community Safety Standards

A. Consistency with City Master Plans

Romasco lane is not included in the Master Plan for Redevelopment of the Eastern Waterfront.

B. Public Safety and Fire Prevention

The entrances to the building will be well-lit and visible from the street and adjacent walkways to provide natural surveillance as described in Section 3 of the City of Portland Technical Manual.

There is a fire hydrant located on the opposite sidewalk half way down Romasco Lane, within one hundred twenty (120) feet of the proposed building. The City of Portland Technical Manual requires a fire hydrant within five hundred (500) feet of all structures.

C. Availability and Adequate Capacity of Public Utilities

The proposed development is within two hundred (200) feet of the public sanitary collection and treatment system and is therefore required to connect. A City of Portland Wastewater Capacity Application is included as Appendix H. Water service to the building will be provided from the 8-inch water main in Romasco Lane. A Capacity to Serve letter from PWD is included as Appendix I. The electrical and communication services to the building will be connected underground from the existing utility pole on the opposite side of the street. The utility connections are detailed on drawing C-101.

14-526 (d) Site Design Standards

A. Massing, Ventilation and Wind Impact

The building will be consistent with the height and mass of other new construction in the area. The HVAC equipment will be located on the roof and will not negatively affect the abutting properties.

B. Shadows

The building will be oriented such that there are no impacts to public open space or existing vegetation.

C. Snow and Ice Loading

Snow storage will be provided on site where available and hauled away as necessary. Ice from the building is not in danger of falling onto abutting properties as there is at least five feet between the building and abutting property lines.

D. View Corridors

The site is outside of Downtown Vision View Corridor Protection Plan.

E. Historic Resources
Does not apply to this application.

F. Exterior Lighting
Lighting on site will provided with wall packs at each entrance.

The utility pole on the west side of Romasco Lane has an existing street light to illuminate the streets and walks in front of the property.

G. Noise and Vibration
The mechanical equipment will be on the roof of the proposed building and will be screened from Romasco Lane as shown on the Architectural elevations and floor plans.

H. Signage and Wayfinding
Does not apply to this application.

I. Zone Related Design Standards
The proposed multi-family development in the R-6 zone will be architecturally compatible with the surrounding neighborhood. The orientation and placement in relationship to the street of the building is consistent with the neighboring structures. Details of compliance can be found on the architectural drawings and renderings.

J. Solid Waste Generation and Management
Disposal of construction waste will be the responsibility of the selected contractor. Domestic waste will be stored in the trash bin area in the Garage as shown on the floor plan.

CONSTRUCTION MANAGEMENT PLAN

A Construction Management Plan is provided in Appendix J of the application.

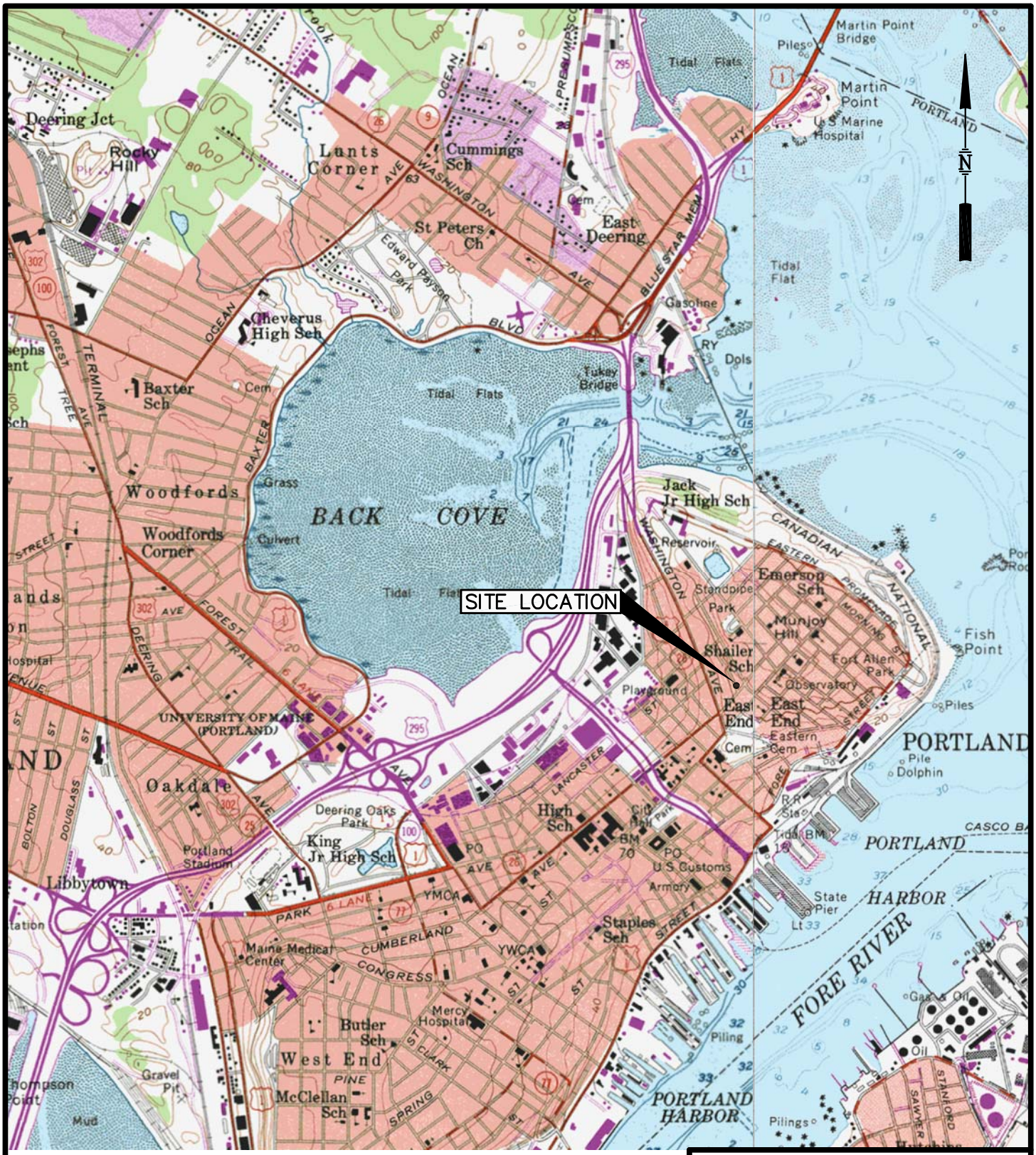
The proposed development will have minimal impacts on the surrounding traffic patterns. During construction there will be additional truck and construction vehicle traffic, but two-lane traffic will not be interrupted. Due to the proximity to the sidewalk on Romasco Lane, foot traffic will be redirected by signs at the nearest intersections during building construction.

The installation of water service, sanitary sewer, and utilities will require a new opening in Romasco Lane. The resulting lane closers will be coordinated with the City and controlled by the contractor.

A written Construction Management Plan will be provided by the selected contractor prior to construction.

APPENDIX A

FIGURE 1 – SITE LOCATION MAP



BASE MAP ADAPTED FROM 7.5 MIN USGS TOPO QUADS
PORTLAND EAST, ME – 1975
PORTLAND WEST, ME – 1978

1000 0 2000 FEET

FIGURE 1
SITE LOCATION MAP
5 ROMASCO LANE
DAVID KLENICKI
PORTLAND, MAINE

SME
Sevee & Maher Engineers, Inc.
ENVIRONMENTAL • CIVIL • GEOTECHNICAL • WATER • COMPLIANCE

DWG: SITELOC LMN: NONE CTB: SME–STD REV: 10/19/2015

\\Nserver\cfs\Klenicki Design\5 Romasco Lane\Acad\Figures\SITELOC.dwg, 10/19/2015 1:50:34 PM, jrl

APPENDIX B

TITLE, RIGHT OR INTEREST

Att. D

Doc#: 39619 Bk:31728 Pg: 266

WARRANTY DEED
KNOW ALL MEN BY THESE PRESENTS

That I, JUNE P. LANCASTER a/k/a JUNE QUIMBY a/k/a JUNE P. QUMBY of Portland, in the County of Cumberland and State of Maine, in consideration of one dollar and other valuable consideration paid by LEGACY 18 DEVELOPMENT CORPORATION, a Maine corporation with a mailing address of 233 Smith Road, Windham, Maine 04062, receipt of which I hereby acknowledge, do hereby give, grant, bargain and sell unto the said LEGACY 18 DEVELOPMENT CORPORATION of Windham, Maine, with Warranty covenants, the following:

MAINE REAL ESTATE TAX PAID

A certain lot or parcel of land with the buildings thereon, situated in said Portland on the Easterly side of Larch Street (now called Romasco Lane), bounded and described as follows: Commencing on the Easterly side of Larch Street at the Northwesterly corner of a lot of land now or formerly owned by John Kennedy; thence running Northerly by said Larch Street thirty-one (31) feet and six (6) inches, more or less, to land now or formerly owned by John Collins; thence Northeasterly by said Collins land sixty-three (63) feet, more or less, to the Southerly line of the Church lot, so-called; thence by the Church lot twenty-one (21) feet and five (5) inches, more or less, to the land now or formerly owned by the said Kennedy; thence Westerly by said Kennedy's land to Larch Street and the point begun at.

Being the same premises conveyed to June Quimby by the deed of Eleanora Salvatore by deed dated October 25, 1974 and recorded in the Cumberland County Registry of Deeds in Book 3614, Page 0313. The said June Quimby is in fact June P. Lancaster, which name is her birth name.

Also, another certain lot or parcel of land located on the Easterly side of Larch Street (now called Romasco Lane) in said Portland, bounded and described as follows: Commencing on said side of said street at the most Westerly corner of a lot of land called the Patrick Dougher lot, and thence running on said street Northerly thirty-one (31) feet and six (6) inches to a monument; thence Northeasterly about sixty-three (63) feet to a church lot; thence on a line of said Church lot Southerly about twenty-one (21) feet and four (4) inches to the widow Butler lot, so-called; thence Southwesterly on a line of said Butler lot and line of said Dougher lot to this corner and point of beginning on said Larch Street.

(N)

Being the same premises conveyed to June P. Quimby by the deed of the City of Portland, Maine dated January 3, 1977 and recorded in the Cumberland County Registry of Deeds in Book 3959, Page 0146. The said June P. Quimby is in fact June P. Lancaster, which is her birth name.

Witness my hand and seal this twenty-first day of August, 2014

June P. Lancaster
By: Stephen J. Schwartz, her
attorney in fact

Received
Recorded Register of Deeds
Aug 22,2014 03:22:34P
Cumberland County
Pamela E. Lovley

STATE OF MAINE
CUMBERLAND, SS.

August 21, 2014

Then personally appeared by said Stephen J. Schwartz of Portland, Maine, attorney in fact for the said June P. Lancaster a/k/a June Lancaster a/k/a June P. Lancaster, and acknowledged the foregoing instrument to be his free act and deed in his said capacity and the free act and deed of said June P. Lancaster.

Before me,

Notary Public/Attorney at Law

SUSAN GAGE KNEDLER
Notary Public. Maine
My Commission Expires November 22 2018

Assessor's Office | 389 Congress Street | Portland, Maine 04101 | Room 115 | (207) 874-8486

City Home Departments City Council E-Services Calendar Jobs

This page contains a detailed description of the Parcel ID you selected.

New Search!

Current Owner Information:

CBL	013 J024001
Land Use Type	VACANT LAND
Verify legal use with Inspections Division	
Property Location	5 ROMASCO LN
Owner Information	LEGACY 18 DEVELOPMENT CORPORATION 233 SMITH RD WINDHAM ME 04062
Book and Page	31728/266
Legal Description	13-J-24 ROMASCO LN 5-7 1931 SF
Acres	0.0443

Services

Applications

Doing Business

Maps

Tax Relief

Tax Roll

Q & A

browse city services a-z

browse facts and links a-z

Best viewed at 800x600, with Internet Explorer

Current Assessed Valuation:

TAX ACCT NO.	1520	**OWNER OF RECORD AS OF APRIL 2015** LEGACY 18 DEVELOPMENT CORPORATION
LAND VALUE	$10,000.00	
BUILDING VALUE	$0.00	233 SMITH RD
NET TAXABLE - REAL ESTATE	$10,000.00	WINDHAM ME 04062
TAX AMOUNT	$206.30	

Any information concerning tax payments should be directed to the Treasury office at 874-8490 or e-mailed.

View Map

Sales Information:

Sale Date	Type	Price	Book/Page
8/22/2014	LAND	$167,000.00	31728/266

New Search!

APPENDIX C

FINANCIAL CAPACITY

Att. E

1/20/2016

James Whelan
Saco & Biddeford Savings Institution
50 Industrial Park Rd
Saco ME 04072

To whom it may concern;

Please be advised that Legacy 18 Development Corp. has applied for and received preliminary approval for construction loan financing for the construction of 4 unit condominium at 9 Romasco Lane in Portland, Maine. The loan is contingent upon final underwriting and approval by the bank's Loan Committee and the issuance of all applicable building permits.

Sincerely,

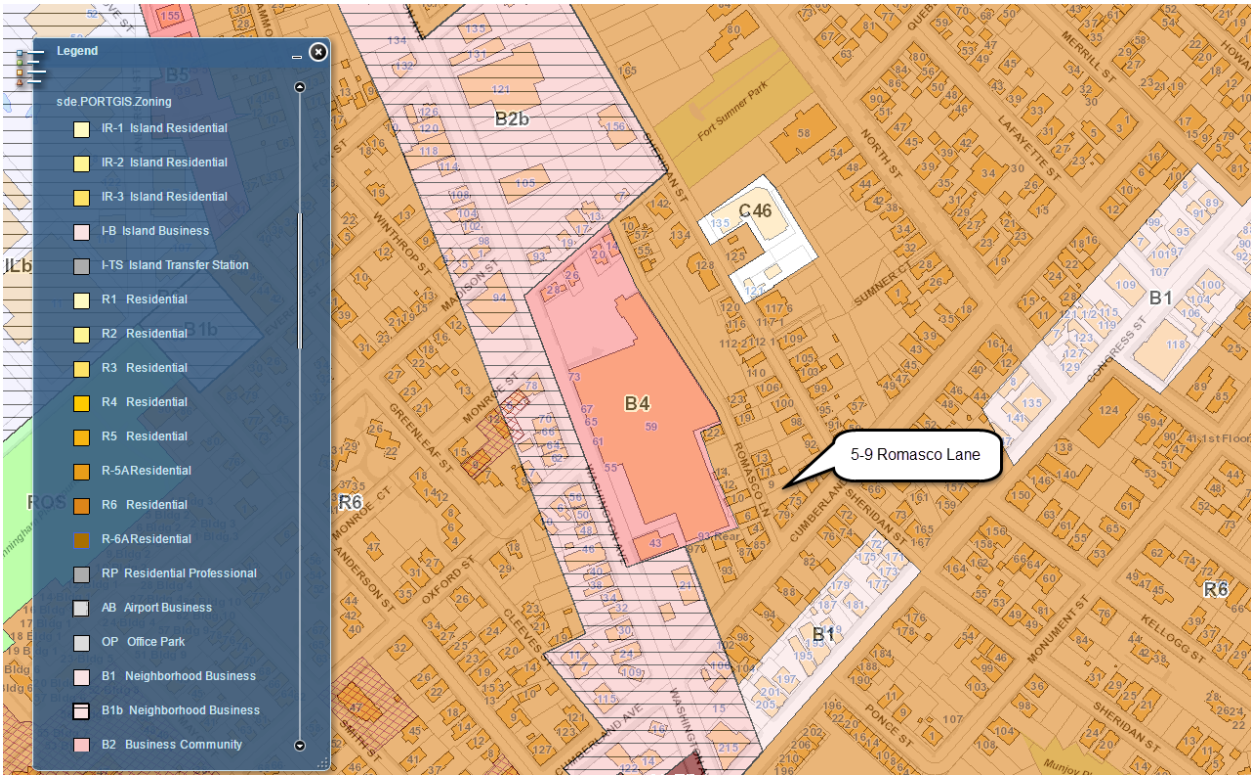
James Whelan
Vice President
Saco & Biddeford Savings Institution

Saco & Biddeford Savings Institution

APPENDIX D

CITY OF PORTLAND GIS MAP

Att. F


Legend
sde.PORTGIS.Zoning
IR-1 Island Residential
IR-2 Island Residential
IR-3 Island Residential
I-B Island Business
I-TS Island Transfer Station
R1 Residential
R2 Residential
R3 Residential
R4 Residential
R5 Residential
R-5A Residential
R6 Residential
R-6A Residential
RP Residential Professional
AB Airport Business
OP Office Park
B1 Neighborhood Business
B1b Neighborhood Business
B2 Business Community
B2b
B4
C46
B1
R6
5-9 Romasco Lane
Fort Summer Park
ROMASCO LN
SHERIDAN ST
CUMBERLAND AVE
WASHINGTON AVE
MONROE ST
MADISON ST
WINTHROP ST
GREENLEAF ST
OXFORD ST
CLEEVES
ANDERSON ST
SMITH ST
NORTH ST
SUMNER ST
LAFAYETTE ST
MERRILL ST
CONGRESS ST
MONUMENT ST
KELLOGG ST
PONCE ST

APPENDIX E

FEMA FLOODPLAIN MAP

5 & 9 Romasco Lane
CASCO BAY
PORTLAND HARBOR
LITTLE DIAMOND ISLAND
HOUSE ISLAND
FORT GEORGES
FORT SCAMMEL POINT
CUSHING ISLAND
ZONE A2
ZONE V2
ZONE C
ZONE A4
ZONE A6
ZONE V3
KEY TO MAP
EXPLANATION OF ZONE DESIGNATIONS
ELEVATION REFERENCE MARKS
NATIONAL FLOOD INSURANCE PROGRAM
FIRM
FLOOD INSURANCE RATE MAP
CITY OF
PORTLAND, MAINE
CUMBERLAND COUNTY
PANEL 14 OF 17
COMMUNITY-PANEL NUMBER
230051 0014 B
EFFECTIVE DATE:
JULY 17, 1986
Federal Emergency Management Agency

APPENDIX F

STORMWATER MANAGEMENT REPORT

CITY OF PORTLAND, MAINE
PLANNING BOARD
STORMWATER MANAGEMENT REPORT

Prepared for

LEGACY 18 DEVELOPMENT INC.
4-UNIT CONDO BUILDING

5 & 9 Romasco Lane
Portland, Maine

January 2016

SME
Sevee & Maher Engineers, Inc.
ENVIRONMENTAL • CIVIL • GEOTECHNICAL • WATER • COMPLIANCE

STATE OF MAINE
GUY H. COTE, JR.
No. 5144
LICENSED
PROFESSIONAL ENGINEER

4 Blanchard Road, PO Box 85A, Cumberland Center, ME 04021 • Phone 207.829.5016 • Fax 207.829.5692 • www.smemaine.com

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APPENDIX B PRE-DEVELOPMENT HYDROCAD CALCULATIONS
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2	STORMWATER QUANTITY SUMMARY	3

STORMWATER MANAGEMENT REPORT

1.0 INTRODUCTION

The following outlines the stormwater management design for the proposed condominium building and associated site improvements at 5 & 9 Romasco Lane in Portland, Maine. The stormwater design prepared by Sevee & Maher Engineers, Inc. (SME) is based on the water quality and quantity objectives identified in the City Ordinances and by the City of Portland Engineer during the pre-application meeting.

2.0 PROJECT DESCRIPTION

Legacy 18 Development Inc. proposes to construct a four-story, 1,955-square-foot multifamily condominium building on the existing 3,496 square foot lot. The site is currently fully developed with 880 square feet of paved parking along Romasco Lane, a recently demolished residential building and gravel and overgrown lawn on the remainder of the site. The project will include the proposed building, 143 square feet of paved vehicular access and sidewalks, plantings, utility connections and an infiltration basin to address stormwater. The project will result in no increase in developed area and an increase in impervious area of 600 square feet. The increase in impervious area is less than 1,000 square feet, therefore the project is not required to provide stormwater treatment.

3.0 SITE WATERSHED

On-site soils were identified using the Natural Resources Conservation Service (NRCS) soil information for Cumberland County, Maine. A copy of the custom Soil Resource Report is included in Appendix A. The soil within the area of work consists of Hinckley gravelly sandy loam (HIB) which is classified as “excessively drained” and hydrologic soil group (HSG) A soils.

In existing conditions, the majority of the site drains to the west and then flows onto Romasco Lane. The runoff from the eastern portion of the site is then captured in an existing Catch Basin in Romasco Lane. The Catch Basin is identified as Analysis Point 1.

The northern portion of the site drains onto the abutters property and into the curb and gutter system in Romasco Lane. From there the drainage enters the combined sewer through a Catch Basin 160' to the North. This Catch Basin has been identified as Analysis Point 2.

In developed conditions, the flow to westerly abutter's yard has been removed. The building roof drains and the areas to the east of the building will flow into a shallow infiltration basin in the backyard. The overflow from the infiltration basin during larger storms will be captured in a field inlet at the north corner of the building. From there the runoff will be conveyed into the existing catch basin in the street through a closed storm drain. The southern portion of the site will sheet flow to Romasco Lane, similar to existing conditions.

Pre-development and post-development stormwater management plans identify the on-site drainage patterns before and after development (See Drawings D-100 and D-101) and are included in the plan set. Appendices B and C provide pre- and post-development calculations using TR-20 methodologies prepared with the HydroCAD computer stormwater modeling system by Applied Microcomputer Systems of Chocorua, New Hampshire.

4.0 STORMWATER QUALITY ANALYSIS

Based on the City Standards Projects with a net increase of impervious area less than 1,000 sf are not required to provide stormwater treatment. However, an infiltration basin is proposed for this project to capture roof runoff at the rear of the building.

TABLE 1

PROPOSED INCREASE OF IMPERVIOUS AREA

	Existing (sf)	Post Development (sf)	Difference (sf)
Total Impervious			
Building	639	1,955	1,316
Pavement	865	143	-722
Open Space	1,992	1,398	594

5.0 STORMWATER QUANTITY ANALYSIS

Stormwater quantity is managed to the maximum extent practicable through minimizing the amount of impervious area on the site and through the proposed infiltration basin on the east portion of the property. Table 2 below demonstrates peak flow rates from the subwatershed areas at the two analysis points shown on Drawings D-100 and D-101.

TABLE 2

STORMWATER QUANTITY SUMMARY

	2-yr Storm		10-yr Storm		25-yr Storm	
AP	Pre- (cfs)	Post- (cfs)	Pre- (cfs)	Post- (cfs)	Pre- (cfs)	Post- (cfs)
1	0.27	0.11	0.55	0.55	0.68	0.70
2	0.37	0.36	1.29	1.17	1.80	1.80

The post-development flows have been analyzed for the 2-year, 10-year and 25-year storms using HydroCAD (see Appendices C and D). The infiltration qualities of the soil for the infiltration basin were conservatively estimated at 1.42 inches/hour, based on the National Resources Conservation Service's characterization of the soils on site (Hinckley gravelly sandy loam).

6.0 MAINTENANCE AND INSPECTION

The owner or operator of a BMP shall hire a qualified post-construction stormwater inspector to at least annually, inspect the BMPs, including but not limited to any parking areas, catch basins, drainage swales, detention basins and ponds, pipes and related structures, in accordance with all municipal and state inspection, cleaning and maintenance requirements of the approved post-construction stormwater management plan.

If the BMP requires maintenance, repair or replacement to function as intended by the approved post-construction stormwater management plan, the owner or operator of the BMP shall take corrective action(s) to address the deficiency or deficiencies as soon as possible after the deficiency is discovered and shall provide a record of the deficiency and corrective action(s) to the department of public services ("DPS") in the annual report.

The owner or operator of a BMP or a qualified post-construction stormwater inspector hired by that person, shall, on or by June 30 of each year, provide a completed and signed certification to DPS in a form provided by DPS, certifying that the person has inspected the BMP(s) and that they are adequately maintained and functioning as intended by the approved post-construction stormwater management plan, or that they require maintenance or repair, including the record of the deficiency and corrective action(s) taken.

7.0 SUMMARY

The stormwater management for the 5 & 9 Romasco Lane project will have no adverse impact to the downstream drainage or abutting properties and additional storage and infiltration is provided to decrease flows to the City's combined sewer during rainfall events.

APPENDIX A

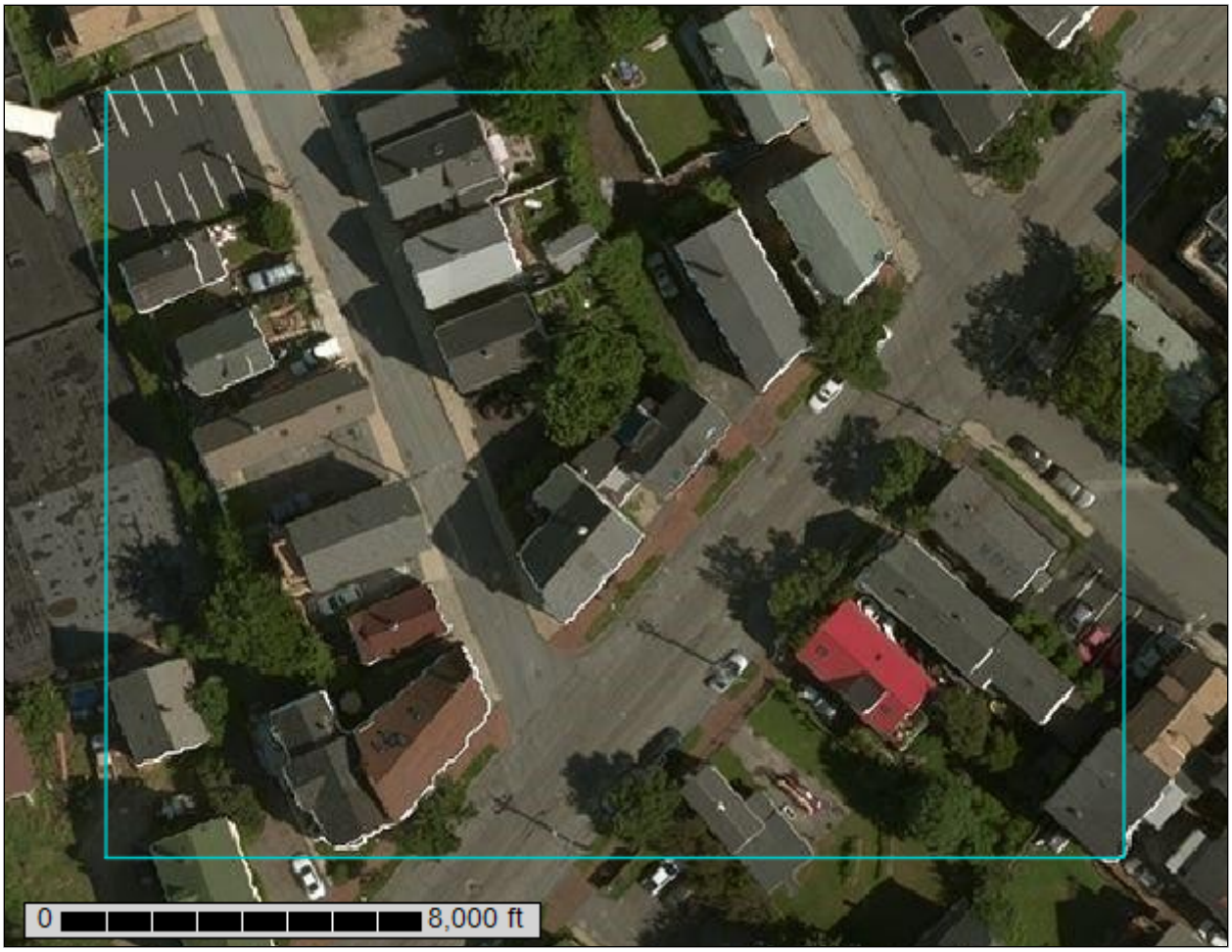
NRCS SOIL REPORT

United States Department of Agriculture

Natural Resources Conservation Service

A product of the National Cooperative Soil Survey, a joint effort of the United States Department of Agriculture and other Federal agencies, State agencies including the Agricultural Experiment Stations, and local participants

Custom Soil Resource Report for Cumberland County and Part of Oxford County, Maine



October 19, 2015

Preface

Soil surveys contain information that affects land use planning in survey areas. They highlight soil limitations that affect various land uses and provide information about the properties of the soils in the survey areas. Soil surveys are designed for many different users, including farmers, ranchers, foresters, agronomists, urban planners, community officials, engineers, developers, builders, and home buyers. Also, conservationists, teachers, students, and specialists in recreation, waste disposal, and pollution control can use the surveys to help them understand, protect, or enhance the environment.

Various land use regulations of Federal, State, and local governments may impose special restrictions on land use or land treatment. Soil surveys identify soil properties that are used in making various land use or land treatment decisions. The information is intended to help the land users identify and reduce the effects of soil limitations on various land uses. The landowner or user is responsible for identifying and complying with existing laws and regulations.

Although soil survey information can be used for general farm, local, and wider area planning, onsite investigation is needed to supplement this information in some cases. Examples include soil quality assessments (http://www.nrcs.usda.gov/wps/portal/nrcs/main/soils/health/) and certain conservation and engineering applications. For more detailed information, contact your local USDA Service Center (http://offices.sc.egov.usda.gov/locator/app?agency=nrcs) or your NRCS State Soil Scientist (http://www.nrcs.usda.gov/wps/portal/nrcs/detail/soils/contactus/?cid=nrcs142p2_053951).

Great differences in soil properties can occur within short distances. Some soils are seasonally wet or subject to flooding. Some are too unstable to be used as a foundation for buildings or roads. Clayey or wet soils are poorly suited to use as septic tank absorption fields. A high water table makes a soil poorly suited to basements or underground installations.

The National Cooperative Soil Survey is a joint effort of the United States Department of Agriculture and other Federal agencies, State agencies including the Agricultural Experiment Stations, and local agencies. The Natural Resources Conservation Service (NRCS) has leadership for the Federal part of the National Cooperative Soil Survey.

Information about soils is updated periodically. Updated information is available through the NRCS Web Soil Survey, the site for official soil survey information.

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How Soil Surveys Are Made

Soil surveys are made to provide information about the soils and miscellaneous areas in a specific area. They include a description of the soils and miscellaneous areas and their location on the landscape and tables that show soil properties and limitations affecting various uses. Soil scientists observed the steepness, length, and shape of the slopes; the general pattern of drainage; the kinds of crops and native plants; and the kinds of bedrock. They observed and described many soil profiles. A soil profile is the sequence of natural layers, or horizons, in a soil. The profile extends from the surface down into the unconsolidated material in which the soil formed or from the surface down to bedrock. The unconsolidated material is devoid of roots and other living organisms and has not been changed by other biological activity.

Currently, soils are mapped according to the boundaries of major land resource areas (MLRAs). MLRAs are geographically associated land resource units that share common characteristics related to physiography, geology, climate, water resources, soils, biological resources, and land uses (USDA, 2006). Soil survey areas typically consist of parts of one or more MLRA.

The soils and miscellaneous areas in a survey area occur in an orderly pattern that is related to the geology, landforms, relief, climate, and natural vegetation of the area. Each kind of soil and miscellaneous area is associated with a particular kind of landform or with a segment of the landform. By observing the soils and miscellaneous areas in the survey area and relating their position to specific segments of the landform, a soil scientist develops a concept, or model, of how they were formed. Thus, during mapping, this model enables the soil scientist to predict with a considerable degree of accuracy the kind of soil or miscellaneous area at a specific location on the landscape.

Commonly, individual soils on the landscape merge into one another as their characteristics gradually change. To construct an accurate soil map, however, soil scientists must determine the boundaries between the soils. They can observe only a limited number of soil profiles. Nevertheless, these observations, supplemented by an understanding of the soil-vegetation-landscape relationship, are sufficient to verify predictions of the kinds of soil in an area and to determine the boundaries.

Soil scientists recorded the characteristics of the soil profiles that they studied. They noted soil color, texture, size and shape of soil aggregates, kind and amount of rock fragments, distribution of plant roots, reaction, and other features that enable them to identify soils. After describing the soils in the survey area and determining their properties, the soil scientists assigned the soils to taxonomic classes (units). Taxonomic classes are concepts. Each taxonomic class has a set of soil characteristics with precisely defined limits. The classes are used as a basis for comparison to classify soils systematically. Soil taxonomy, the system of taxonomic classification used in the United States, is based mainly on the kind and character of soil properties and the arrangement of horizons within the profile. After the soil scientists classified and named the soils in the survey area, they compared the

individual soils with similar soils in the same taxonomic class in other areas so that they could confirm data and assemble additional data based on experience and research.

The objective of soil mapping is not to delineate pure map unit components; the objective is to separate the landscape into landforms or landform segments that have similar use and management requirements. Each map unit is defined by a unique combination of soil components and/or miscellaneous areas in predictable proportions. Some components may be highly contrasting to the other components of the map unit. The presence of minor components in a map unit in no way diminishes the usefulness or accuracy of the data. The delineation of such landforms and landform segments on the map provides sufficient information for the development of resource plans. If intensive use of small areas is planned, onsite investigation is needed to define and locate the soils and miscellaneous areas.

Soil scientists make many field observations in the process of producing a soil map. The frequency of observation is dependent upon several factors, including scale of mapping, intensity of mapping, design of map units, complexity of the landscape, and experience of the soil scientist. Observations are made to test and refine the soil-landscape model and predictions and to verify the classification of the soils at specific locations. Once the soil-landscape model is refined, a significantly smaller number of measurements of individual soil properties are made and recorded. These measurements may include field measurements, such as those for color, depth to bedrock, and texture, and laboratory measurements, such as those for content of sand, silt, clay, salt, and other components. Properties of each soil typically vary from one point to another across the landscape.

Observations for map unit components are aggregated to develop ranges of characteristics for the components. The aggregated values are presented. Direct measurements do not exist for every property presented for every map unit component. Values for some properties are estimated from combinations of other properties.

While a soil survey is in progress, samples of some of the soils in the area generally are collected for laboratory analyses and for engineering tests. Soil scientists interpret the data from these analyses and tests as well as the field-observed characteristics and the soil properties to determine the expected behavior of the soils under different uses. Interpretations for all of the soils are field tested through observation of the soils in different uses and under different levels of management. Some interpretations are modified to fit local conditions, and some new interpretations are developed to meet local needs. Data are assembled from other sources, such as research information, production records, and field experience of specialists. For example, data on crop yields under defined levels of management are assembled from farm records and from field or plot experiments on the same kinds of soil.

Predictions about soil behavior are based not only on soil properties but also on such variables as climate and biological activity. Soil conditions are predictable over long periods of time, but they are not predictable from year to year. For example, soil scientists can predict with a fairly high degree of accuracy that a given soil will have a high water table within certain depths in most years, but they cannot predict that a high water table will always be at a specific level in the soil on a specific date.

After soil scientists located and identified the significant natural bodies of soil in the survey area, they drew the boundaries of these bodies on aerial photographs and identified each as a specific map unit. Aerial photographs show trees, buildings, fields, roads, and rivers, all of which help in locating boundaries accurately.

Soil Map

The soil map section includes the soil map for the defined area of interest, a list of soil map units on the map and extent of each map unit, and cartographic symbols displayed on the map. Also presented are various metadata about data used to produce the map, and a description of each soil map unit.

Custom Soil Resource Report
Soil Map

Map Scale: 1:647 if printed on A landscape (11" x 8.5") sheet.

N

Meters: 0 5 10 20 30

Feet: 0 30 60 120 180

Map projection: Web Mercator Corner coordinates: WGS84 Edge tics: UTM Zone 19N WGS84

MAP LEGEND

Area of Interest (AOI)

Area of Interest (AOI)

Soils

Soil Map Unit Polygons

Soil Map Unit Lines

Soil Map Unit Points

Special Point Features

Blowout

Borrow Pit

Clay Spot

Closed Depression

Gravel Pit

Gravelly Spot

Landfill

Lava Flow

Marsh or swamp

Mine or Quarry

Miscellaneous Water

Perennial Water

Rock Outcrop

Saline Spot

Sandy Spot

Severely Eroded Spot

Sinkhole

Slide or Slip

Sodic Spot

Spoil Area

Stony Spot

Very Stony Spot

Wet Spot

Other

Special Line Features

Water Features

Streams and Canals

Transportation

Rails

Interstate Highways

US Routes

Major Roads

Local Roads

Background

Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:24,000.

Warning: Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service
Web Soil Survey URL: http://websoilsurvey.nrcs.usda.gov
Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Cumberland County and Part of Oxford County, Maine
Survey Area Data: Version 9, Sep 13, 2014

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Jul 31, 2013—Aug 11, 2013

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Map Unit Legend

Cumberland County and Part of Oxford County, Maine (ME005)			
Map Unit Symbol	**Map Unit Name**	**Acres in AOI**	**Percent of AOI**
HIB	Hinckley gravelly sandy loam, 3 to 8 percent slopes	1.9	100.0%
Totals for Area of Interest		**1.9**	**100.0%**

Map Unit Descriptions

The map units delineated on the detailed soil maps in a soil survey represent the soils or miscellaneous areas in the survey area. The map unit descriptions, along with the maps, can be used to determine the composition and properties of a unit.

A map unit delineation on a soil map represents an area dominated by one or more major kinds of soil or miscellaneous areas. A map unit is identified and named according to the taxonomic classification of the dominant soils. Within a taxonomic class there are precisely defined limits for the properties of the soils. On the landscape, however, the soils are natural phenomena, and they have the characteristic variability of all natural phenomena. Thus, the range of some observed properties may extend beyond the limits defined for a taxonomic class. Areas of soils of a single taxonomic class rarely, if ever, can be mapped without including areas of other taxonomic classes. Consequently, every map unit is made up of the soils or miscellaneous areas for which it is named and some minor components that belong to taxonomic classes other than those of the major soils.

Most minor soils have properties similar to those of the dominant soil or soils in the map unit, and thus they do not affect use and management. These are called noncontrasting, or similar, components. They may or may not be mentioned in a particular map unit description. Other minor components, however, have properties and behavioral characteristics divergent enough to affect use or to require different management. These are called contrasting, or dissimilar, components. They generally are in small areas and could not be mapped separately because of the scale used. Some small areas of strongly contrasting soils or miscellaneous areas are identified by a special symbol on the maps. If included in the database for a given area, the contrasting minor components are identified in the map unit descriptions along with some characteristics of each. A few areas of minor components may not have been observed, and consequently they are not mentioned in the descriptions, especially where the pattern was so complex that it was impractical to make enough observations to identify all the soils and miscellaneous areas on the landscape.

The presence of minor components in a map unit in no way diminishes the usefulness or accuracy of the data. The objective of mapping is not to delineate pure taxonomic classes but rather to separate the landscape into landforms or landform segments that have similar use and management requirements. The delineation of such segments on the map provides sufficient information for the development of resource plans. If intensive use of small areas is planned, however, onsite investigation is needed to define and locate the soils and miscellaneous areas.

An identifying symbol precedes the map unit name in the map unit descriptions. Each description includes general facts about the unit and gives important soil properties and qualities.

Soils that have profiles that are almost alike make up a *soil series*. Except for differences in texture of the surface layer, all the soils of a series have major horizons that are similar in composition, thickness, and arrangement.

Soils of one series can differ in texture of the surface layer, slope, stoniness, salinity, degree of erosion, and other characteristics that affect their use. On the basis of such differences, a soil series is divided into *soil phases*. Most of the areas shown on the detailed soil maps are phases of soil series. The name of a soil phase commonly indicates a feature that affects use or management. For example, Alpha silt loam, 0 to 2 percent slopes, is a phase of the Alpha series.

Some map units are made up of two or more major soils or miscellaneous areas. These map units are complexes, associations, or undifferentiated groups.

A *complex* consists of two or more soils or miscellaneous areas in such an intricate pattern or in such small areas that they cannot be shown separately on the maps. The pattern and proportion of the soils or miscellaneous areas are somewhat similar in all areas. Alpha-Beta complex, 0 to 6 percent slopes, is an example.

An *association* is made up of two or more geographically associated soils or miscellaneous areas that are shown as one unit on the maps. Because of present or anticipated uses of the map units in the survey area, it was not considered practical or necessary to map the soils or miscellaneous areas separately. The pattern and relative proportion of the soils or miscellaneous areas are somewhat similar. Alpha-Beta association, 0 to 2 percent slopes, is an example.

An *undifferentiated group* is made up of two or more soils or miscellaneous areas that could be mapped individually but are mapped as one unit because similar interpretations can be made for use and management. The pattern and proportion of the soils or miscellaneous areas in a mapped area are not uniform. An area can be made up of only one of the major soils or miscellaneous areas, or it can be made up of all of them. Alpha and Beta soils, 0 to 2 percent slopes, is an example.

Some surveys include *miscellaneous areas*. Such areas have little or no soil material and support little or no vegetation. Rock outcrop is an example.

Cumberland County and Part of Oxford County, Maine

HlB—Hinckley gravelly sandy loam, 3 to 8 percent slopes

Map Unit Setting

National map unit symbol: blhp
Elevation: 10 to 2,000 feet
Mean annual precipitation: 30 to 48 inches
Mean annual air temperature: 37 to 46 degrees F
Frost-free period: 90 to 160 days
Farmland classification: Farmland of statewide importance

Map Unit Composition

Hinckley and similar soils: 85 percent
Estimates are based on observations, descriptions, and transects of the mapunit.

Description of Hinckley

Setting

Landform: Outwash terraces
Landform position (two-dimensional): Toeslope
Landform position (three-dimensional): Tread
Down-slope shape: Linear
Across-slope shape: Linear
Parent material: Sandy-skeletal glaciofluvial deposits derived from granite and gneiss

Typical profile

Oe - 0 to 1 inches: moderately decomposed plant material
H1 - 1 to 8 inches: gravelly sandy loam
H2 - 8 to 11 inches: gravelly sandy loam
H3 - 11 to 25 inches: gravelly loamy sand
H4 - 25 to 65 inches: very gravelly sand

Properties and qualities

Slope: 3 to 8 percent
Depth to restrictive feature: More than 80 inches
Natural drainage class: Excessively drained
Capacity of the most limiting layer to transmit water (Ksat): Moderately high to very high (1.42 to 14.17 in/hr)
Depth to water table: More than 80 inches
Frequency of flooding: None
Frequency of ponding: None
Available water storage in profile: Very low (about 2.6 inches)

Interpretive groups

Land capability classification (irrigated): None specified
Land capability classification (nonirrigated): 3s
Hydrologic Soil Group: A

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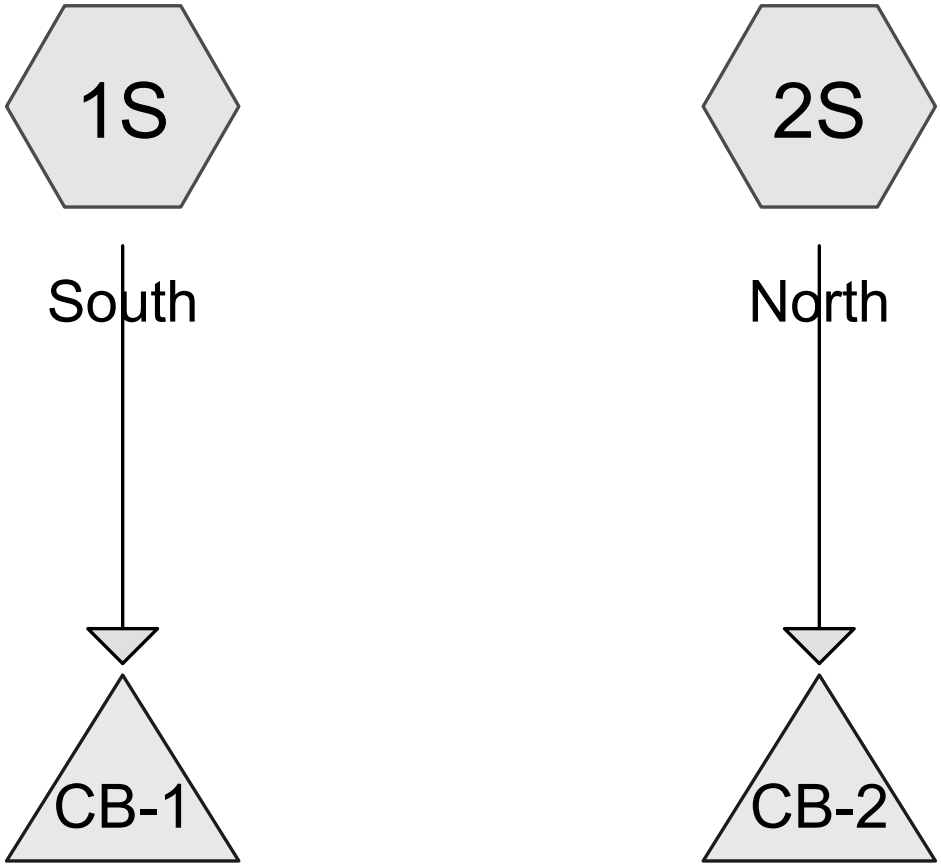
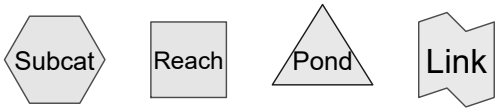
APPENDIX B

PRE-DEVELOPMENT HYDROCAD CALCULATIONS





Routing Diagram for EXISTING Klenicki- 5-9 Romasco Lane
Prepared by Sevee and Maher Engineers, Inc., Printed 1/20/2016
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Area Listing (all nodes)

Area (acres)	CN	Description (subcatchment-numbers)
0.463	39	>75% Grass cover, Good, HSG A (1S, 2S)
0.357	98	Impervious (2S)
0.116	98	Paved parking, HSG A (1S)
0.936	**69**	**TOTAL AREA**

Soil Listing (all nodes)

Area (acres)	Soil Group	Subcatchment Numbers
0.579	HSG A	1S, 2S
0.000	HSG B	
0.000	HSG C	
0.000	HSG D	
0.357	Other	2S
0.936		**TOTAL AREA**

Ground Covers (all nodes)

HSG-A (acres)	HSG-B (acres)	HSG-C (acres)	HSG-D (acres)	Other (acres)	Total (acres)	Ground Cover	Subcatchment Numbers
0.463	0.000	0.000	0.000	0.000	0.463	>75% Grass cover, Good	1S, 2S
0.000	0.000	0.000	0.000	0.357	0.357	Impervious	2S
0.116	0.000	0.000	0.000	0.000	0.116	Paved parking	1S
0.579	**0.000**	**0.000**	**0.000**	**0.357**	**0.936**	**TOTAL AREA**	

Time span=0.00-30.00 hrs, dt=0.01 hrs, 3001 points
Runoff by SCS TR-20 method, UH=SCS
Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

Subcatchment 1S: South Runoff Area=6,978 sf 72.48% Impervious Runoff Depth=1.38"
Tc=5.0 min CN=82 Runoff=0.27 cfs 0.018 af

Subcatchment 2S: North Runoff Area=33,810 sf 46.04% Impervious Runoff Depth=0.54"
Flow Length=260' Tc=6.6 min CN=66 Runoff=0.37 cfs 0.035 af

Pond CB-1: Inflow=0.27 cfs 0.018 af
Primary=0.27 cfs 0.018 af

Pond CB-2: Inflow=0.37 cfs 0.035 af
Primary=0.37 cfs 0.035 af

Total Runoff Area = 0.936 ac Runoff Volume = 0.054 af Average Runoff Depth = 0.69"
49.44% Pervious = 0.463 ac 50.56% Impervious = 0.473 ac

Summary for Subcatchment 1S: South

Runoff = 0.27 cfs @ 12.08 hrs, Volume= 0.018 af, Depth= 1.38"

Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs
Type III 24-hr 2-Year Rainfall=3.00"

Area (sf)	CN	Description
1,920	39	>75% Grass cover, Good, HSG A
5,058	98	Paved parking, HSG A
6,978	82	Weighted Average
1,920		27.52% Pervious Area
5,058		72.48% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.0					**Direct Entry, 5 MIN MINIMUM**

Summary for Subcatchment 2S: North

Runoff = 0.37 cfs @ 12.12 hrs, Volume= 0.035 af, Depth= 0.54"

Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs
Type III 24-hr 2-Year Rainfall=3.00"

	Area (sf)	CN	Description
	18,245	39	>75% Grass cover, Good, HSG A
*	15,565	98	Impervious
	33,810	66	Weighted Average
	18,245		53.96% Pervious Area
	15,565		46.04% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.7	54	0.0250	0.16		**Sheet Flow, A-B** Grass: Short n= 0.150 P2= 3.00"
0.9	206	0.0339	3.74		**Shallow Concentrated Flow, B-C** Paved Kv= 20.3 fps
6.6	260	Total			

Summary for Pond CB-1:

Inflow Area = 0.160 ac, 72.48% Impervious, Inflow Depth = 1.38" for 2-Year event
Inflow = 0.27 cfs @ 12.08 hrs, Volume= 0.018 af
Primary = 0.27 cfs @ 12.08 hrs, Volume= 0.018 af, Atten= 0%, Lag= 0.0 min

Routing by Stor-Ind method, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs

Summary for Pond CB-2:

Inflow Area = 0.776 ac, 46.04% Impervious, Inflow Depth = 0.54" for 2-Year event
Inflow = 0.37 cfs @ 12.12 hrs, Volume= 0.035 af
Primary = 0.37 cfs @ 12.12 hrs, Volume= 0.035 af, Atten= 0%, Lag= 0.0 min

Routing by Stor-Ind method, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs

Time span=0.00-30.00 hrs, dt=0.01 hrs, 3001 points
Runoff by SCS TR-20 method, UH=SCS
Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

Subcatchment 1S: South Runoff Area=6,978 sf 72.48% Impervious Runoff Depth=2.81"
Tc=5.0 min CN=82 Runoff=0.55 cfs 0.038 af

Subcatchment 2S: North Runoff Area=33,810 sf 46.04% Impervious Runoff Depth=1.53"
Flow Length=260' Tc=6.6 min CN=66 Runoff=1.29 cfs 0.099 af

Pond CB-1: Inflow=0.55 cfs 0.038 af
Primary=0.55 cfs 0.038 af

Pond CB-2: Inflow=1.29 cfs 0.099 af
Primary=1.29 cfs 0.099 af

Total Runoff Area = 0.936 ac Runoff Volume = 0.136 af Average Runoff Depth = 1.75"
49.44% Pervious = 0.463 ac 50.56% Impervious = 0.473 ac

Summary for Subcatchment 1S: South

Runoff = 0.55 cfs @ 12.07 hrs, Volume= 0.038 af, Depth= 2.81"

Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs
Type III 24-hr 10-Year Rainfall=4.70"

Area (sf)	CN	Description
1,920	39	>75% Grass cover, Good, HSG A
5,058	98	Paved parking, HSG A
6,978	82	Weighted Average
1,920		27.52% Pervious Area
5,058		72.48% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.0					**Direct Entry, 5 MIN MINIMUM**

Summary for Subcatchment 2S: North

Runoff = 1.29 cfs @ 12.10 hrs, Volume= 0.099 af, Depth= 1.53"

Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs
Type III 24-hr 10-Year Rainfall=4.70"

	Area (sf)	CN	Description
	18,245	39	>75% Grass cover, Good, HSG A
*	15,565	98	Impervious
	33,810	66	Weighted Average
	18,245		53.96% Pervious Area
	15,565		46.04% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.7	54	0.0250	0.16		**Sheet Flow, A-B** Grass: Short n= 0.150 P2= 3.00"
0.9	206	0.0339	3.74		**Shallow Concentrated Flow, B-C** Paved Kv= 20.3 fps
6.6	260	Total			

Summary for Pond CB-1:

Inflow Area = 0.160 ac, 72.48% Impervious, Inflow Depth = 2.81" for 10-Year event
Inflow = 0.55 cfs @ 12.07 hrs, Volume= 0.038 af
Primary = 0.55 cfs @ 12.07 hrs, Volume= 0.038 af, Atten= 0%, Lag= 0.0 min

Routing by Stor-Ind method, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs

Summary for Pond CB-2:

Inflow Area = 0.776 ac, 46.04% Impervious, Inflow Depth = 1.53" for 10-Year event
Inflow = 1.29 cfs @ 12.10 hrs, Volume= 0.099 af
Primary = 1.29 cfs @ 12.10 hrs, Volume= 0.099 af, Atten= 0%, Lag= 0.0 min

Routing by Stor-Ind method, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs

Time span=0.00-30.00 hrs, dt=0.01 hrs, 3001 points
Runoff by SCS TR-20 method, UH=SCS
Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

Subcatchment 1S: South Runoff Area=6,978 sf 72.48% Impervious Runoff Depth=3.53"
Tc=5.0 min CN=82 Runoff=0.68 cfs 0.047 af

Subcatchment 2S: North Runoff Area=33,810 sf 46.04% Impervious Runoff Depth=2.08"
Flow Length=260' Tc=6.6 min CN=66 Runoff=1.80 cfs 0.134 af

Pond CB-1: Inflow=0.68 cfs 0.047 af
Primary=0.68 cfs 0.047 af

Pond CB-2: Inflow=1.80 cfs 0.134 af
Primary=1.80 cfs 0.134 af

Total Runoff Area = 0.936 ac Runoff Volume = 0.181 af Average Runoff Depth = 2.33"
49.44% Pervious = 0.463 ac 50.56% Impervious = 0.473 ac

Summary for Subcatchment 1S: South

Runoff = 0.68 cfs @ 12.07 hrs, Volume= 0.047 af, Depth= 3.53"

Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs
Type III 24-hr 25-Year Rainfall=5.50"

Area (sf)	CN	Description
1,920	39	>75% Grass cover, Good, HSG A
5,058	98	Paved parking, HSG A
6,978	82	Weighted Average
1,920		27.52% Pervious Area
5,058		72.48% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.0					**Direct Entry, 5 MIN MINIMUM**

Summary for Subcatchment 2S: North

Runoff = 1.80 cfs @ 12.10 hrs, Volume= 0.134 af, Depth= 2.08"

Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs
Type III 24-hr 25-Year Rainfall=5.50"

	Area (sf)	CN	Description
	18,245	39	>75% Grass cover, Good, HSG A
*	15,565	98	Impervious
	33,810	66	Weighted Average
	18,245		53.96% Pervious Area
	15,565		46.04% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.7	54	0.0250	0.16		**Sheet Flow, A-B** Grass: Short n= 0.150 P2= 3.00"
0.9	206	0.0339	3.74		**Shallow Concentrated Flow, B-C** Paved Kv= 20.3 fps
6.6	260	Total			

Summary for Pond CB-1:

Inflow Area = 0.160 ac, 72.48% Impervious, Inflow Depth = 3.53" for 25-Year event
Inflow = 0.68 cfs @ 12.07 hrs, Volume= 0.047 af
Primary = 0.68 cfs @ 12.07 hrs, Volume= 0.047 af, Atten= 0%, Lag= 0.0 min

Routing by Stor-Ind method, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs

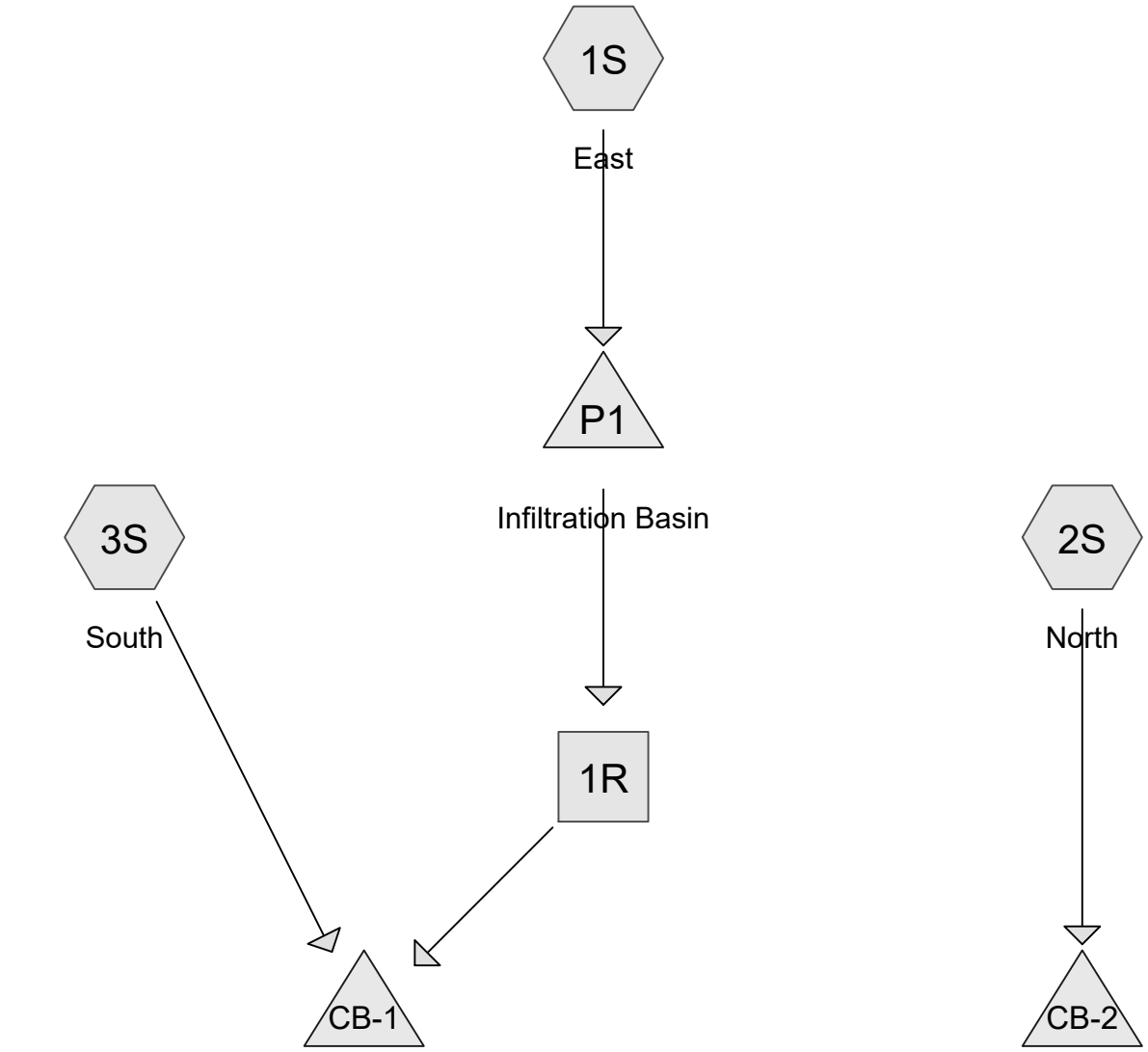
Summary for Pond CB-2:

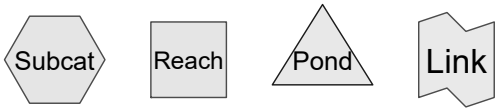
Inflow Area = 0.776 ac, 46.04% Impervious, Inflow Depth = 2.08" for 25-Year event
Inflow = 1.80 cfs @ 12.10 hrs, Volume= 0.134 af
Primary = 1.80 cfs @ 12.10 hrs, Volume= 0.134 af, Atten= 0%, Lag= 0.0 min

Routing by Stor-Ind method, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs

APPENDIX C

POST-DEVELOPMENT HYDROCAD CALCULATIONS





Routing Diagram for PROPOSED Klenicki- 5-9 Romasco Lane
Prepared by Sevee and Maher Engineers, Inc., Printed 1/20/2016
HydroCAD® 10.00 s/n 01260 © 2012 HydroCAD Software Solutions LLC

Area Listing (all nodes)

Area (acres)	CN	Description (subcatchment-numbers)
0.449	39	>75% Grass cover, Good, HSG A (1S, 2S, 3S)
0.408	98	Impervious (2S, 3S)
0.021	98	Paved parking, HSG A (1S)
0.058	98	Unconnected roofs, HSG C (1S)
0.936	**70**	**TOTAL AREA**

Soil Listing (all nodes)

Area (acres)	Soil Group	Subcatchment Numbers
0.471	HSG A	1S, 2S, 3S
0.000	HSG B	
0.058	HSG C	1S
0.000	HSG D	
0.408	Other	2S, 3S
0.936		**TOTAL AREA**

Ground Covers (all nodes)

HSG-A (acres)	HSG-B (acres)	HSG-C (acres)	HSG-D (acres)	Other (acres)	Total (acres)	Ground Cover	Subcatchment Numbers
0.449	0.000	0.000	0.000	0.000	0.449	>75% Grass cover, Good	1S, 2S, 3S
0.000	0.000	0.000	0.000	0.408	0.408	Impervious	2S, 3S
0.021	0.000	0.000	0.000	0.000	0.021	Paved parking	1S
0.000	0.000	0.058	0.000	0.000	0.058	Unconnected roofs	1S
0.471	**0.000**	**0.058**	**0.000**	**0.408**	**0.936**	**TOTAL AREA**	

Time span=0.00-30.00 hrs, dt=0.01 hrs, 3001 points
Runoff by SCS TR-20 method, UH=SCS
Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

Subcatchment 1S: East Runoff Area=4,737 sf 72.83% Impervious Runoff Depth=1.38"
Tc=5.0 min CN=82 Runoff=0.18 cfs 0.012 af

Subcatchment 2S: North Runoff Area=33,034 sf 47.12% Impervious Runoff Depth=0.58"
Flow Length=306' Tc=10.2 min CN=67 Runoff=0.36 cfs 0.037 af

Subcatchment 3S: South Runoff Area=3,002 sf 72.92% Impervious Runoff Depth=1.38"
Tc=5.0 min CN=82 Runoff=0.11 cfs 0.008 af

Reach 1R: Avg. Flow Depth=0.02' Max Vel=2.88 fps Inflow=0.07 cfs 0.005 af
n=0.013 L=69.0' S=0.0957 '/' Capacity=45.86 cfs Outflow=0.07 cfs 0.005 af

Pond CB-1: Inflow=0.12 cfs 0.013 af
Primary=0.12 cfs 0.013 af

Pond CB-2: Inflow=0.36 cfs 0.037 af
Primary=0.36 cfs 0.037 af

Pond P1: Infiltration Basin Peak Elev=101.65' Storage=211 cf Inflow=0.18 cfs 0.012 af
Discarded=0.00 cfs 0.004 af Primary=0.07 cfs 0.005 af Outflow=0.07 cfs 0.009 af

Total Runoff Area = 0.936 ac Runoff Volume = 0.057 af Average Runoff Depth = 0.74"
47.99% Pervious = 0.449 ac 52.01% Impervious = 0.487 ac

Summary for Subcatchment 1S: East

Runoff = 0.18 cfs @ 12.08 hrs, Volume= 0.012 af, Depth= 1.38"

Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs
Type III 24-hr 2-Year Rainfall=3.00"

Area (sf)	CN	Description
2,518	98	Unconnected roofs, HSG C
1,287	39	>75% Grass cover, Good, HSG A
932	98	Paved parking, HSG A
4,737	82	Weighted Average
1,287		27.17% Pervious Area
3,450		72.83% Impervious Area
2,518		72.99% Unconnected

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.0					**Direct Entry, 5 minute min**

Summary for Subcatchment 2S: North

Runoff = 0.36 cfs @ 12.17 hrs, Volume= 0.037 af, Depth= 0.58"

Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs
Type III 24-hr 2-Year Rainfall=3.00"

	Area (sf)	CN	Description
	17,469	39	>75% Grass cover, Good, HSG A
*	15,565	98	Impervious
	33,034	67	Weighted Average
	17,469		52.88% Pervious Area
	15,565		47.12% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
9.3	100	0.0250	0.18		**Sheet Flow, A-B** Grass: Short n= 0.150 P2= 3.00"
0.9	206	0.0339	3.74		**Shallow Concentrated Flow, B-C** Paved Kv= 20.3 fps
10.2	306	Total			

Summary for Subcatchment 3S: South

Runoff = 0.11 cfs @ 12.08 hrs, Volume= 0.008 af, Depth= 1.38"

Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs
Type III 24-hr 2-Year Rainfall=3.00"

	Area (sf)	CN	Description
	813	39	>75% Grass cover, Good, HSG A
*	2,189	98	Impervious
	3,002	82	Weighted Average
	813		27.08% Pervious Area
	2,189		72.92% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.0					**Direct Entry, 5 minute min**

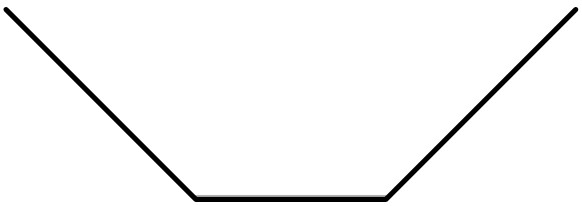
Summary for Reach 1R:

Inflow Area = 0.109 ac, 72.83% Impervious, Inflow Depth = 0.55" for 2-Year event
Inflow = 0.07 cfs @ 12.32 hrs, Volume= 0.005 af
Outflow = 0.07 cfs @ 12.33 hrs, Volume= 0.005 af, Atten= 0%, Lag= 0.7 min

Routing by Stor-Ind+Trans method, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs
Max. Velocity= 2.88 fps, Min. Travel Time= 0.4 min
Avg. Velocity = 1.68 fps, Avg. Travel Time= 0.7 min

Peak Storage= 2 cf @ 12.32 hrs
Average Depth at Peak Storage= 0.02'
Bank-Full Depth= 1.00' Flow Area= 2.0 sf, Capacity= 45.86 cfs

1.00' x 1.00' deep channel, n= 0.013 Asphalt, smooth
Side Slope Z-value= 1.0 '/' Top Width= 3.00'
Length= 69.0' Slope= 0.0957 '/'
Inlet Invert= 101.60', Outlet Invert= 95.00'



Summary for Pond CB-1:

Inflow Area = 0.178 ac, 72.86% Impervious, Inflow Depth = 0.87" for 2-Year event
Inflow = 0.12 cfs @ 12.31 hrs, Volume= 0.013 af
Primary = 0.12 cfs @ 12.31 hrs, Volume= 0.013 af, Atten= 0%, Lag= 0.0 min

Routing by Stor-Ind method, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs

Summary for Pond CB-2:

Inflow Area = 0.758 ac, 47.12% Impervious, Inflow Depth = 0.58" for 2-Year event
Inflow = 0.36 cfs @ 12.17 hrs, Volume= 0.037 af
Primary = 0.36 cfs @ 12.17 hrs, Volume= 0.037 af, Atten= 0%, Lag= 0.0 min

Routing by Stor-Ind method, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs

Summary for Pond P1: Infiltration Basin

Inflow Area = 0.109 ac, 72.83% Impervious, Inflow Depth = 1.38" for 2-Year event
Inflow = 0.18 cfs @ 12.08 hrs, Volume= 0.012 af
Outflow = 0.07 cfs @ 12.32 hrs, Volume= 0.009 af, Atten= 60%, Lag= 14.6 min
Discarded = 0.00 cfs @ 12.32 hrs, Volume= 0.004 af
Primary = 0.07 cfs @ 12.32 hrs, Volume= 0.005 af

Routing by Stor-Ind method, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs
Peak Elev= 101.65' @ 12.32 hrs Surf.Area= 331 sf Storage= 211 cf

Plug-Flow detention time= 249.6 min calculated for 0.009 af (73% of inflow)
Center-of-Mass det. time= 156.3 min (994.8 - 838.5)

Volume	Invert	Avail.Storage	Storage Description
#1	100.00'	345 cf	**Custom Stage Data (Prismatic)** Listed below (Recalc)

Elevation (feet)	Surf.Area (sq-ft)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)
100.00	5	0	0
101.00	121	63	63
101.30	219	51	114
102.00	440	231	345

Device	Routing	Invert	Outlet Devices
#1	Discarded	101.30'	**1.420 in/hr Exfiltration over Surface area above 101.30'** Conductivity to Groundwater Elevation = 0.00' Excluded Surface area = 219 sf
#2	Primary	101.60'	**2.0' long x 0.5' breadth Broad-Crested Rectangular Weir** Head (feet) 0.20 0.40 0.60 0.80 1.00 Coef. (English) 2.80 2.92 3.08 3.30 3.32

Discarded OutFlow Max=0.00 cfs @ 12.32 hrs HW=101.65' (Free Discharge)
└**1=Exfiltration** (Controls 0.00 cfs)

Primary OutFlow Max=0.07 cfs @ 12.32 hrs HW=101.65' (Free Discharge)
└**2=Broad-Crested Rectangular Weir** (Weir Controls 0.07 cfs @ 0.65 fps)

Time span=0.00-30.00 hrs, dt=0.01 hrs, 3001 points
Runoff by SCS TR-20 method, UH=SCS
Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

Subcatchment 1S: East Runoff Area=4,737 sf 72.83% Impervious Runoff Depth=2.81"
Tc=5.0 min CN=82 Runoff=0.37 cfs 0.025 af

Subcatchment 2S: North Runoff Area=33,034 sf 47.12% Impervious Runoff Depth=1.60"
Flow Length=306' Tc=10.2 min CN=67 Runoff=1.17 cfs 0.101 af

Subcatchment 3S: South Runoff Area=3,002 sf 72.92% Impervious Runoff Depth=2.81"
Tc=5.0 min CN=82 Runoff=0.24 cfs 0.016 af

Reach 1R: Avg. Flow Depth=0.06' Max Vel=5.19 fps Inflow=0.34 cfs 0.018 af
n=0.013 L=69.0' S=0.0957 '/' Capacity=45.86 cfs Outflow=0.34 cfs 0.018 af

Pond CB-1: Inflow=0.56 cfs 0.034 af
Primary=0.56 cfs 0.034 af

Pond CB-2: Inflow=1.17 cfs 0.101 af
Primary=1.17 cfs 0.101 af

Pond P1: Infiltration Basin Peak Elev=101.76' Storage=246 cf Inflow=0.37 cfs 0.025 af
Discarded=0.00 cfs 0.004 af Primary=0.34 cfs 0.018 af Outflow=0.35 cfs 0.022 af

Total Runoff Area = 0.936 ac Runoff Volume = 0.143 af Average Runoff Depth = 1.83"
47.99% Pervious = 0.449 ac 52.01% Impervious = 0.487 ac

Summary for Subcatchment 1S: East

Runoff = 0.37 cfs @ 12.07 hrs, Volume= 0.025 af, Depth= 2.81"

Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs
Type III 24-hr 10-Year Rainfall=4.70"

Area (sf)	CN	Description
2,518	98	Unconnected roofs, HSG C
1,287	39	>75% Grass cover, Good, HSG A
932	98	Paved parking, HSG A
4,737	82	Weighted Average
1,287		27.17% Pervious Area
3,450		72.83% Impervious Area
2,518		72.99% Unconnected

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.0					**Direct Entry, 5 minute min**

Summary for Subcatchment 2S: North

Runoff = 1.17 cfs @ 12.15 hrs, Volume= 0.101 af, Depth= 1.60"

Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs
Type III 24-hr 10-Year Rainfall=4.70"

	Area (sf)	CN	Description
	17,469	39	>75% Grass cover, Good, HSG A
*	15,565	98	Impervious
	33,034	67	Weighted Average
	17,469		52.88% Pervious Area
	15,565		47.12% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
9.3	100	0.0250	0.18		**Sheet Flow, A-B** Grass: Short n= 0.150 P2= 3.00"
0.9	206	0.0339	3.74		**Shallow Concentrated Flow, B-C** Paved Kv= 20.3 fps
10.2	306	Total			

Summary for Subcatchment 3S: South

Runoff = 0.24 cfs @ 12.07 hrs, Volume= 0.016 af, Depth= 2.81"

Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs
Type III 24-hr 10-Year Rainfall=4.70"

	Area (sf)	CN	Description
	813	39	>75% Grass cover, Good, HSG A
*	2,189	98	Impervious
	3,002	82	Weighted Average
	813		27.08% Pervious Area
	2,189		72.92% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.0					**Direct Entry, 5 minute min**

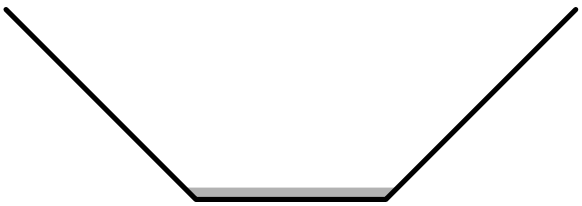
Summary for Reach 1R:

Inflow Area = 0.109 ac, 72.83% Impervious, Inflow Depth = 1.95" for 10-Year event
Inflow = 0.34 cfs @ 12.10 hrs, Volume= 0.018 af
Outflow = 0.34 cfs @ 12.11 hrs, Volume= 0.018 af, Atten= 0%, Lag= 0.4 min

Routing by Stor-Ind+Trans method, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs
Max. Velocity= 5.19 fps, Min. Travel Time= 0.2 min
Avg. Velocity = 1.80 fps, Avg. Travel Time= 0.6 min

Peak Storage= 5 cf @ 12.11 hrs
Average Depth at Peak Storage= 0.06'
Bank-Full Depth= 1.00' Flow Area= 2.0 sf, Capacity= 45.86 cfs

1.00' x 1.00' deep channel, n= 0.013 Asphalt, smooth
Side Slope Z-value= 1.0 '/' Top Width= 3.00'
Length= 69.0' Slope= 0.0957 '/'
Inlet Invert= 101.60', Outlet Invert= 95.00'



Summary for Pond CB-1:

Inflow Area = 0.178 ac, 72.86% Impervious, Inflow Depth = 2.29" for 10-Year event
Inflow = 0.56 cfs @ 12.09 hrs, Volume= 0.034 af
Primary = 0.56 cfs @ 12.09 hrs, Volume= 0.034 af, Atten= 0%, Lag= 0.0 min

Routing by Stor-Ind method, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs

Summary for Pond CB-2:

Inflow Area = 0.758 ac, 47.12% Impervious, Inflow Depth = 1.60" for 10-Year event
Inflow = 1.17 cfs @ 12.15 hrs, Volume= 0.101 af
Primary = 1.17 cfs @ 12.15 hrs, Volume= 0.101 af, Atten= 0%, Lag= 0.0 min

Routing by Stor-Ind method, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs

Summary for Pond P1: Infiltration Basin

Inflow Area = 0.109 ac, 72.83% Impervious, Inflow Depth = 2.81" for 10-Year event
Inflow = 0.37 cfs @ 12.07 hrs, Volume= 0.025 af
Outflow = 0.35 cfs @ 12.10 hrs, Volume= 0.022 af, Atten= 7%, Lag= 1.8 min
Discarded = 0.00 cfs @ 12.10 hrs, Volume= 0.004 af
Primary = 0.34 cfs @ 12.10 hrs, Volume= 0.018 af

Routing by Stor-Ind method, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs
Peak Elev= 101.76' @ 12.10 hrs Surf.Area= 363 sf Storage= 246 cf

Plug-Flow detention time= 132.3 min calculated for 0.022 af (87% of inflow)
Center-of-Mass det. time= 72.8 min (890.8 - 817.9)

Volume	Invert	Avail.Storage	Storage Description
#1	100.00'	345 cf	**Custom Stage Data (Prismatic)** Listed below (Recalc)

Elevation (feet)	Surf.Area (sq-ft)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)
100.00	5	0	0
101.00	121	63	63
101.30	219	51	114
102.00	440	231	345

Device	Routing	Invert	Outlet Devices
#1	Discarded	101.30'	**1.420 in/hr Exfiltration over Surface area above 101.30'** Conductivity to Groundwater Elevation = 0.00' Excluded Surface area = 219 sf
#2	Primary	101.60'	**2.0' long x 0.5' breadth Broad-Crested Rectangular Weir** Head (feet) 0.20 0.40 0.60 0.80 1.00 Coef. (English) 2.80 2.92 3.08 3.30 3.32

Discarded OutFlow Max=0.00 cfs @ 12.10 hrs HW=101.75' (Free Discharge)
└**1=Exfiltration** (Controls 0.00 cfs)

Primary OutFlow Max=0.34 cfs @ 12.10 hrs HW=101.75' (Free Discharge)
└**2=Broad-Crested Rectangular Weir** (Weir Controls 0.34 cfs @ 1.10 fps)

Time span=0.00-30.00 hrs, dt=0.01 hrs, 3001 points
Runoff by SCS TR-20 method, UH=SCS
Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

Subcatchment 1S: East Runoff Area=4,737 sf 72.83% Impervious Runoff Depth=3.53"
Tc=5.0 min CN=82 Runoff=0.46 cfs 0.032 af

Subcatchment 2S: North Runoff Area=33,034 sf 47.12% Impervious Runoff Depth=2.16"
Flow Length=306' Tc=10.2 min CN=67 Runoff=1.62 cfs 0.136 af

Subcatchment 3S: South Runoff Area=3,002 sf 72.92% Impervious Runoff Depth=3.53"
Tc=5.0 min CN=82 Runoff=0.29 cfs 0.020 af

Reach 1R: Avg. Flow Depth=0.07' Max Vel=5.64 fps Inflow=0.43 cfs 0.024 af
n=0.013 L=69.0' S=0.0957 '/' Capacity=45.86 cfs Outflow=0.43 cfs 0.024 af

Pond CB-1: Inflow=0.71 cfs 0.044 af
Primary=0.71 cfs 0.044 af

Pond CB-2: Inflow=1.62 cfs 0.136 af
Primary=1.62 cfs 0.136 af

Pond P1: Infiltration Basin Peak Elev=101.78' Storage=256 cf Inflow=0.46 cfs 0.032 af
Discarded=0.01 cfs 0.005 af Primary=0.43 cfs 0.024 af Outflow=0.44 cfs 0.029 af

Total Runoff Area = 0.936 ac Runoff Volume = 0.189 af Average Runoff Depth = 2.42"
47.99% Pervious = 0.449 ac 52.01% Impervious = 0.487 ac

Summary for Subcatchment 1S: East

Runoff = 0.46 cfs @ 12.07 hrs, Volume= 0.032 af, Depth= 3.53"

Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs
Type III 24-hr 25-Year Rainfall=5.50"

Area (sf)	CN	Description
2,518	98	Unconnected roofs, HSG C
1,287	39	>75% Grass cover, Good, HSG A
932	98	Paved parking, HSG A
4,737	82	Weighted Average
1,287		27.17% Pervious Area
3,450		72.83% Impervious Area
2,518		72.99% Unconnected

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.0					**Direct Entry, 5 minute min**

Summary for Subcatchment 2S: North

Runoff = 1.62 cfs @ 12.15 hrs, Volume= 0.136 af, Depth= 2.16"

Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs
Type III 24-hr 25-Year Rainfall=5.50"

	Area (sf)	CN	Description
	17,469	39	>75% Grass cover, Good, HSG A
*	15,565	98	Impervious
	33,034	67	Weighted Average
	17,469		52.88% Pervious Area
	15,565		47.12% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
9.3	100	0.0250	0.18		**Sheet Flow, A-B** Grass: Short n= 0.150 P2= 3.00"
0.9	206	0.0339	3.74		**Shallow Concentrated Flow, B-C** Paved Kv= 20.3 fps
10.2	306	Total			

Summary for Subcatchment 3S: South

Runoff = 0.29 cfs @ 12.07 hrs, Volume= 0.020 af, Depth= 3.53"

Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs
Type III 24-hr 25-Year Rainfall=5.50"

	Area (sf)	CN	Description
	813	39	>75% Grass cover, Good, HSG A
*	2,189	98	Impervious
	3,002	82	Weighted Average
	813		27.08% Pervious Area
	2,189		72.92% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.0					**Direct Entry, 5 minute min**

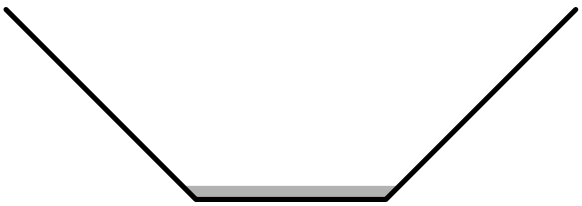
Summary for Reach 1R:

Inflow Area = 0.109 ac, 72.83% Impervious, Inflow Depth = 2.66" for 25-Year event
Inflow = 0.43 cfs @ 12.10 hrs, Volume= 0.024 af
Outflow = 0.43 cfs @ 12.11 hrs, Volume= 0.024 af, Atten= 0%, Lag= 0.3 min

Routing by Stor-Ind+Trans method, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs
Max. Velocity= 5.64 fps, Min. Travel Time= 0.2 min
Avg. Velocity = 1.88 fps, Avg. Travel Time= 0.6 min

Peak Storage= 5 cf @ 12.10 hrs
Average Depth at Peak Storage= 0.07'
Bank-Full Depth= 1.00' Flow Area= 2.0 sf, Capacity= 45.86 cfs

1.00' x 1.00' deep channel, n= 0.013 Asphalt, smooth
Side Slope Z-value= 1.0 '/' Top Width= 3.00'
Length= 69.0' Slope= 0.0957 '/'
Inlet Invert= 101.60', Outlet Invert= 95.00'



Summary for Pond CB-1:

Inflow Area = 0.178 ac, 72.86% Impervious, Inflow Depth = 3.00" for 25-Year event
Inflow = 0.71 cfs @ 12.09 hrs, Volume= 0.044 af
Primary = 0.71 cfs @ 12.09 hrs, Volume= 0.044 af, Atten= 0%, Lag= 0.0 min

Routing by Stor-Ind method, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs

Summary for Pond CB-2:

Inflow Area = 0.758 ac, 47.12% Impervious, Inflow Depth = 2.16" for 25-Year event
Inflow = 1.62 cfs @ 12.15 hrs, Volume= 0.136 af
Primary = 1.62 cfs @ 12.15 hrs, Volume= 0.136 af, Atten= 0%, Lag= 0.0 min

Routing by Stor-Ind method, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs

Summary for Pond P1: Infiltration Basin

Inflow Area = 0.109 ac, 72.83% Impervious, Inflow Depth = 3.53" for 25-Year event
Inflow = 0.46 cfs @ 12.07 hrs, Volume= 0.032 af
Outflow = 0.44 cfs @ 12.10 hrs, Volume= 0.029 af, Atten= 6%, Lag= 1.7 min
Discarded = 0.01 cfs @ 12.10 hrs, Volume= 0.005 af
Primary = 0.43 cfs @ 12.10 hrs, Volume= 0.024 af

Routing by Stor-Ind method, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs
Peak Elev= 101.78' @ 12.10 hrs Surf.Area= 371 sf Storage= 256 cf

Plug-Flow detention time= 111.0 min calculated for 0.029 af (89% of inflow)
Center-of-Mass det. time= 60.4 min (871.9 - 811.5)

Volume	Invert	Avail.Storage	Storage Description
#1	100.00'	345 cf	**Custom Stage Data (Prismatic)** Listed below (Recalc)

Elevation (feet)	Surf.Area (sq-ft)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)
100.00	5	0	0
101.00	121	63	63
101.30	219	51	114
102.00	440	231	345

Device	Routing	Invert	Outlet Devices
#1	Discarded	101.30'	**1.420 in/hr Exfiltration over Surface area above 101.30'** Conductivity to Groundwater Elevation = 0.00' Excluded Surface area = 219 sf
#2	Primary	101.60'	**2.0' long x 0.5' breadth Broad-Crested Rectangular Weir** Head (feet) 0.20 0.40 0.60 0.80 1.00 Coef. (English) 2.80 2.92 3.08 3.30 3.32

Discarded OutFlow Max=0.01 cfs @ 12.10 hrs HW=101.78' (Free Discharge)
└**1=Exfiltration** (Controls 0.01 cfs)

Primary OutFlow Max=0.43 cfs @ 12.10 hrs HW=101.78' (Free Discharge)
└**2=Broad-Crested Rectangular Weir** (Weir Controls 0.43 cfs @ 1.19 fps)

APPENDIX G

POST CONSTRUCTION STORMWATER MANAGEMENT PLAN

POST-CONSTRUCTION STORMWATER MANAGEMENT PLAN

Prepared for

LEGACY 18 DEVELOPMENT INC.
4-UNIT CONDO BUILDING

5 & 9 ROMASCO LANE
Portland, Maine

January 2016

SME
Sevee & Maher Engineers, Inc.

ENVIRONMENTAL • CIVIL • GEOTECHNICAL • WATER • COMPLIANCE

4 Blanchard Road, PO Box 85A, Cumberland Center, ME 04021 • Phone 207.829.5016 • Fax 207.829.5692 • www.smemaine.com

STATE OF MAINE
GUY H. COTE, JR.
No. 5144
LICENSED
PROFESSIONAL ENGINEER

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2.0	**CONTACTS**	1
3.0	**POST CONSTRUCTION STORMWATER MANAGEMENT PLAN OVERVIEW AND OBJECTIVES**	2
3.1	Site Management Practices	2
3.2	Inspections	3
3.3	Routine Maintenance and Corrective Actions	3
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POST-CONSTRUCTION STORMWATER MANAGEMENT PLAN
LEGACY 18 DEVELOPMENT INC.
4-UNIT CONDO BUILDING

1.0 SITE DESCRIPTION

David Klenicki (Owner) proposes to construct a 1,955-square-foot condo building on a 3,500 square foot parcel located at 5&9 Romasco Lane in Portland, Maine. The building will be a four-story, four-unit condo building with dedicated on-site parking in the garage located on the first floor. The property is located within the Residential 6 (R6) Zoning District and will comply with the City's vision of multifamily dwellings at a high density within this area.

The Owner intends to construct a four-story property to include; a garage on the first floor, two one-bedroom units on the second floor and two two-bedroom units on the other two floors.

The property is currently fully disturbed with an 880-square-foot paved parking area along the lane frontage and an overgrown lawn area to the rear of the property. There was a 650 square-foot building removed in July of 2015. The proposed building, paved vehicle maneuvering area, walks and patios will not result in an increase in developed area on the property, but will increase the on-site impervious area to approximately 2,100 square feet, an increase of 600 square feet.

2.0 CONTACTS

Facility:	4-Unit Condo Building 5 & 9 Romasco Lane Portland, Maine 04101
Owner Representative:	David Klenicki, President Legacy 18 Development Inc. 233 Smith Road Windham, ME 04062 Telephone: (917) 608-8814

Consultant/Designer: Sevee & Maher Engineers
4 Blanchard Road
Cumberland, Maine 04021
Telephone: 207-829-5016
Daniel P. Diffin, P.E.
dpd@smemaine.com

3.0 POST CONSTRUCTION STORMWATER MANAGEMENT PLAN OVERVIEW AND OBJECTIVES

The Post Construction Stormwater Management Plan (PCSWMP) is an important component of the overall stormwater management system for the site. PCSWMP addresses various maintenance activities that should occur after construction and site stabilization. Proper implementation of the SWP can minimize pollutant generation and transport and maintain the stormwater treatment system to ensure proper operation. This PCSWMP includes three primary components:

1. Site Management Practices
2. Inspections
3. Routine Maintenance and Corrective Actions

3.1 Site Management Practices

Site management practices are aimed at reducing pollutants by minimizing use of certain materials, using alternative materials, or removing pollutants prior to discharge to the stormwater treatment system. These practices shall include:

a. Use slow release sulfur or plastic coated ureaform fertilizers (e.g., Nutralene).
b. Do not fertilize vegetated swales once vegetation is established.
c. Minimize use of pesticides by using a sound integrated pest management (IPM) approach to monitor and control the actual pests present.
d. Collect and remove autumn leaves to minimize transport to the stormwater treatment system.
e. Minimize use of de-icing materials and sand.

f. Routine sweeping of parking areas and driveways.

g. Fertilizers, pesticides and other hazardous materials should be stored in enclosed areas to avoid exposure to precipitation.

h. Material handling should be conducted to minimize risk of spillage and release to the stormwater treatment system.

3.2 Inspections

A series of routine inspections by the Owner or their agent shall be completed to allow for the early identification of potential problems, and to guide routine maintenance activities. Inspections shall be carried out in accordance with the Site Inspection Schedule (Table 1). Dates and observations shall be recorded for each inspection on the attached 'Inspection Log'.

In addition to the routine inspections, an inspection by a qualified post-construction stormwater inspector to inspect the BMPs is required on a minimum annual basis.

3.3 Routine Maintenance and Corrective Actions

Routine maintenance activities are designed to ensure proper function of the stormwater management system and minimize pollutant transport from the site. Routine maintenance activities must be completed according to the schedule (Table 1) provided in this plan. This schedule is the minimum amount of maintenance required, and maintenance that is more frequent may be needed when indicated by the inspections. Corrective actions (supplemental maintenance activities or repairs) should be completed as soon as possible, but no more than 7 days, after the inspection identifying the problem. Each maintenance activity will be recorded on the attached 'Maintenance and Repair Log'. Records of the deficiencies and corrective actions shall be included in the annual report.

During construction, the Sitework Contractor shall be responsible for cleaning and maintaining stormwater components on the schedule outlined in Table 1.

Following completion of construction, the Owner will be responsible for cleaning and maintaining stormwater components on the schedule outlined in Table 1.

Place removed sediments in an area of low erosion potential, either on-site or off-site, and seed with erosion control seed mix.

The following describes specific stormwater facilities maintenance requirements and minimum schedule of inspection and maintenance.

1. Open swales and ditches need to be inspected in the spring and fall, or after a major rainfall event, to assure that debris or sediments do not reduce the effectiveness of the system. Debris needs to be removed at that time. Sign of erosion or blockage shall be immediately repaired to assure a vigorous growth of vegetation for the stability of the structure and proper functioning. Swales that show newly formed channels or gullies will be immediately repaired by reseeding/sodding of bare spots, removal of trash, leaves and/or accumulated sediments, and the control of woody or other undesirable vegetation.

2. Vegetated ditches should be mowed at least once during the growing season. Larger brush or trees must not be allowed to become established in the channel. Any areas where the vegetation fails will be subject to erosion and should be repaired and revegetated.

3. If sediment in culverts or piped drainage systems exceeds 20 percent of the diameter of the pipe, it should be removed. This may be accomplished by hydraulic flushing or other mechanical means; however, care should be taken to not flush the sediments into the infiltration basin as it will reduce the pond's capacity and hasten the time when it must be cleaned. Storm pipes should be inspected on an annual basis.

4. Paved surfaces shall be swept or vacuumed at least annually in the spring to remove winter sand and periodically during the year on an as-needed basis to minimize the transportation of sediment during rainfall events.

5. Sediments within the infiltration basin shall be removed and the basin bottom repaired. Any areas around the infiltration basin found to have erosion should be corrected as necessary. Any bare areas should be seeded or sodded, as necessary. Inspect the area around the basin semi-annually for eroding soil and other sediment sources. Repair eroding areas using appropriate erosion control BMPs immediately. Control sediment sources, such as stockpiles of winter sand, by removing them from the basin's drainage area or surrounding them with sediment control BMP's. Prohibit vehicle access to all filtration areas, and limit pedestrian access into the basin. Heavy equipment used to maintain or rehabilitate the basins should work from the basin's perimeter.

3.4 Annual Report

The Owner or a qualified post-construction stormwater inspector shall provide a completed and signed certification to the department of public services (DPS) in a form provided by DPS certifying that the person has inspected the BMPs and that they are adequately maintained and functioning as required by this Plan, or that they require maintenance or repair, including the record of the deficiencies and corrective actions taken. The Owner will be required to pay a filing fee established by the DPS.

TABLE 1

LEGACY 18 DEVELOPMENT INC.
4-UNIT CONDO BUILDING

	Spring	Fall or Yearly	After a Major Storm	Every 2-5 Years
Vegetated Areas				
Inspect all slopes and embankments	X	X	X	
Replant bare areas or areas with sparse growth	X	X	X	
Armor areas with rill erosion with an appropriate lining or divert the erosive flows to on-site areas able to withstand concentrated flows.	X	X	X	
Driveways and Parking Surfaces				
Clear accumulated winter sand in parking lots and along roadways	X			
Sweep pavement to remove sediment	X			
Infiltration Basins				
Inspect soil filter to see that collected water drains within 72 hours.	X	X	X	
Rototill top 3” soil, or remove and replace the top 3” of soil with clean soil to the proper specification, when the bed fails to drain dry within 72 hours.				X
Remove accumulated sediment, dead portions of plants, excessive growth, and weeds.		X		
Mow grass-covered filter bed no shorter than 6”, at a frequency of no more than 2 times per growing season to maintain a high-grass meadow. Do not fertilize unless absolutely needed.	X	X		

The maintenance needs for most vegetative and stabilization measures may be found in the Maine Erosion and Sediment Control BMPs manual as published in 2003 (or latest version) and/or the Maine Stormwater Best Management Practices Manual.

LEGACY 18 DEVELOPMENT INC.

4-UNIT CONDO BUILDING INSPECTION LOG

Date	Device/Area Inspected	Inspected By	Observations, Deficiencies & Recommended Corrective Actions

LEGACY 18 DEVELOPMENT INC.

4-UNIT CONDO BUILDING MAINTENANCE LOG

Date	Device or Area Maintained/ Repaired	Maintenance and/or Repair Completed By	Maintenance Completed/Corrective Actions Taken

APPENDIX H

CITY WASTEWATER CAPACITY APPLICATION

CITY OF PORTLAND WASTEWATER CAPACITY APPLICATION

Department of Public Services,
55 Portland Street,
Portland, Maine 04101-2991

Date: 10/21/2015

Mr. Frank J. Brancely,
Senior Engineering Technician,
Phone #: (207) 874-8832,
Fax #: (207) 874-8852,
E-mail:fjb@portlandmaine.gov

1. Please, Submit Utility, Site, and Locus Plans.

Site Address: 5&9 Romasco Lane, Portland, ME

Chart Block Lot Number: G10NE/16D/10

Proposed Use: Multi-Family Housing

Previous Use: Parking

Existing Sanitary Flows: 0 GPD

Existing Process Flows: 0 GPD

Description and location of City sewer that is to receive the proposed building sewer lateral.
18" line located in Saint Lawrence St. south of the lot.

Site Category

Commercial *(see part 4 below)*	
Industrial *(complete part 5 below)*	
Governmental	
Residential	X
Other *(specify)*	

(Clearly, indicate the proposed connections, on the submitted plans)

2. Please, Submit Contact Information.

City Planner's Name: _____ Phone: _____

Owner/Developer Name: Legacy 18 Development Inc.

Owner/Developer Address: 233 Smith Road, Windham, Me 04062

Phone: 917-608-8814 Fax: _____ E-mail: kdsinc7@gmail.com

Engineering Consultant Name: Daniel P. Diffin, P.E.

Engineering Consultant Address: 4 Blanchard Rd, Cumberland, ME 04021

Phone: 207-829-5016 Fax: _____ E-mail: dpd@smemaine.com

(Note: Consultants and Developers should allow +/- 15 days, for capacity status, prior to Planning Board Review)

3. Please, Submit Domestic Wastewater Design Flow Calculations.

Estimated Domestic Wastewater Flow Generated: 630 GPD

Peaking Factor/ Peak Times: 6

Specify the source of design guidelines: *(i.e.__"Handbook of Subsurface Wastewater Disposal in Maine,"*
__ *"Plumbers and Pipe Fitters Calculation Manual,"* __ *Portland Water District Records,* X *Other (specify)*
TR-16

(Note: Please submit calculations showing the derivation of your design flows, either on the following page, in the space provided, or attached, as a separate sheet)

4. Please, Submit External Grease Interceptor Calculations.

Total Drainage Fixture Unit (DFU) Values: _____

Size of External Grease Interceptor: _____

Retention Time: _____

Peaking Factor/ Peak Times: _____

(Note: In determining your restaurant process water flows, and the size of your external grease interceptor, please use The Uniform Plumbing Code. Note: In determining the retention time, sixty (60) minutes is the minimum retention time. Note: Please submit detailed calculations showing the derivation of your restaurant process water design flows, and please submit detailed calculations showing the derivation of the size of your external grease interceptor, either in the space provided below, or attached, as a separate sheet)

5. Please, Submit Industrial Process Wastewater Flow Calculations

Estimated Industrial Process Wastewater Flows Generated: 0 GPD

Do you currently hold Federal or State discharge permits? Yes ____ No X

Is the process wastewater termed categorical under CFR 40? Yes ____ No X

OSHA Standard Industrial Code (SIC): *http://www.osha.gov/oshstats/sicser.html*

Peaking Factor/Peak Process Times: _____

(Note: On the submitted plans, please show where the building's domestic sanitary sewer laterals, as well as the building's industrial-commercial process wastewater sewer laterals exits the facility. Also, show where these building sewer laterals enter the city's sewer. Finally, show the location of the wet wells, control manholes, or other access points; and, the locations of filters, strainers, or grease traps)

(Note: Please submit detailed calculations showing the derivation of your design flows, either in the space provided below, or attached, as a separate sheet)

Notes, Comments or Calculation

Number of Bedrooms: 6
Daily Water Demand: 6 x 90 gallons/ day= 540 gallons/day
Peak Flow: 540 gallons/day x 6 = 3,240 gallons/ day □ 2.25 gal/min

APPENDIX I

PORTLAND WATER DISTRICT CAPACITY TO SERVE LETTER

Portland Water District

From Sebago Lake To Casco Bay

November 19, 2015

Sevee & Maher Engineers, Inc.
4 Blanchard Road, P.O. Box 85A
Cumberland, ME 04021

Attn: Daniel Diffin
Re: 5 and 9 Romasco Lane - Portland
Ability to Serve with PWD Water

Dear Mr. Diffin:

The Portland Water District has received your request for an Ability to Serve Determination for the noted site submitted on October 22, 2015. Based on the information provided, we can confirm that the District will be able to serve the proposed project as further described in this letter.

Conditions of Service

The following conditions of service apply:

- It is the District's understanding that a four unit residential building with a NFPA 13R life safety sprinkler system is proposed at this location. The each of the two parcels are currently served with a ¾-inch domestic water service; the size of these services is undersized for the proposed use. Each service must be terminated by shutting the corporation valve and cutting the pipe from the water main.

- New fire and domestic services may be installed from the water main in Romasco Lane. The services should enter through the properties frontage at least 10-feet from side property lines. Please note that only one meter and one bill will be associated to each domestic service line. This one master meter must be located in a common space that all tenants could gain access to if necessary.

- Water District approval of water infrastructure plans will be required for the project prior to construction. As your project progresses, we advise that you submit any preliminary design plans to MEANS for review of the water main and water service line configuration. We will work with you to ensure that the design meets our current standards.

Existing Site Service

According to District records, the project site does currently have existing water service. Two 3/4-inch diameter copper water service lines, located as shown on the attached water service

225 Douglass Street P.O. Box 3553 Portland, Maine 04104-3553
Phone: 207.774.5961 Fax: 207.761.8307 Web: www.pwd.org

cards, provide water service to this site. Please refer to the "Conditions of Service" section of this letter for requirements related to the use of these services.

Water System Characteristics

According to District records, there is an 8-inch diameter cast iron water main on the west side of Romasco Lane and a public fire hydrant located 75 feet from the site. Recent flow data is not available in this area. The most recent static pressure reading was 72 psi on 8/14/2015.

Public Fire Protection

This project will most likely not include the installation of new public hydrants to be accepted into the District water system. It is your responsibility to contact the Portland Fire Department to ensure that this project is adequately served by existing and/or proposed hydrants.

Domestic Water Needs

The data noted above indicates there should be adequate pressure and volume of water to serve the domestic water needs of your proposed project.

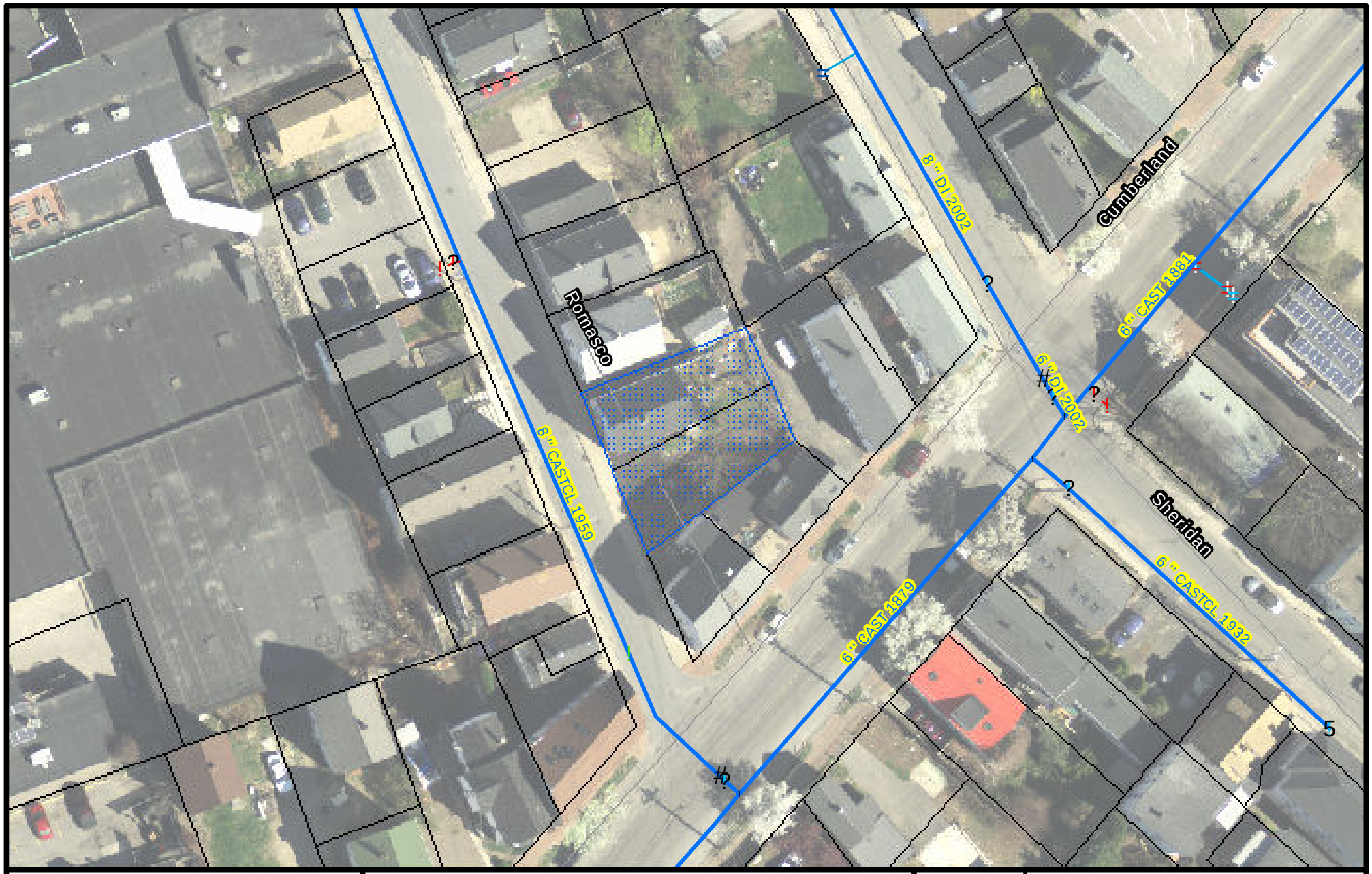
Private Fire Protection Water Needs

It is anticipated that this project will require water service to provide private fire protection to the site. Please note that the District does not guarantee any quantity of water or pressure through a fire protection service. Please share these results with your sprinkler system designer so that they can design the fire protection system to best fit the noted conditions. If the data is out of date or insufficient for their needs, please contact MEANS to request a hydrant flow test and we will work with you to get more complete data.

If the District can be of further assistance in this matter, please let us know.

Sincerely,
Portland Water District

Glissen Havu, E.I.
Design Engineer



5-9 Romasco Lane

Portland

PORTLAND WATER DISTRICT
225 Douglass Street
Portland, ME 04104

Scale 0 12.5 25 50 75 100 Feet — 1 inch = 50 feet

Legend

!	Air Valve	●	Connection	=	Combined Service	!	Manhole
5	Blow Off	!	Attribute Change	=	Domestic Service	(	CSO
R	By Pass	#	Reducer	=	Fire Service	→	Gravity
?	Distribution	!	Hydrant	(	Private Hydrants	→	Force
?	Transmission	?	Hydrant Control	(	Meter Pits		

Disclaimer: This map is suitable for preliminary study and analysis and is based on PWD record information. PWD is not liable for any damages whatsoever resulting from inaccurate data or from errors made in the location and marking of its infrastructure.

Drawn By: GJH	Prepared For: Sevee & Maher Engineers, Inc.
Scale: As Noted	Date: 11/19/2015

APPENDIX J

CONSTRUCTION MANAGEMENT PLAN

CONSTRUCTION MANAGEMENT PLAN
LEGACY 18 DEVELOPMENT INC.
4-UNIT CONDO BUILDING

BUILDING CONSRUCTION AND SITE DEVELOPMENT

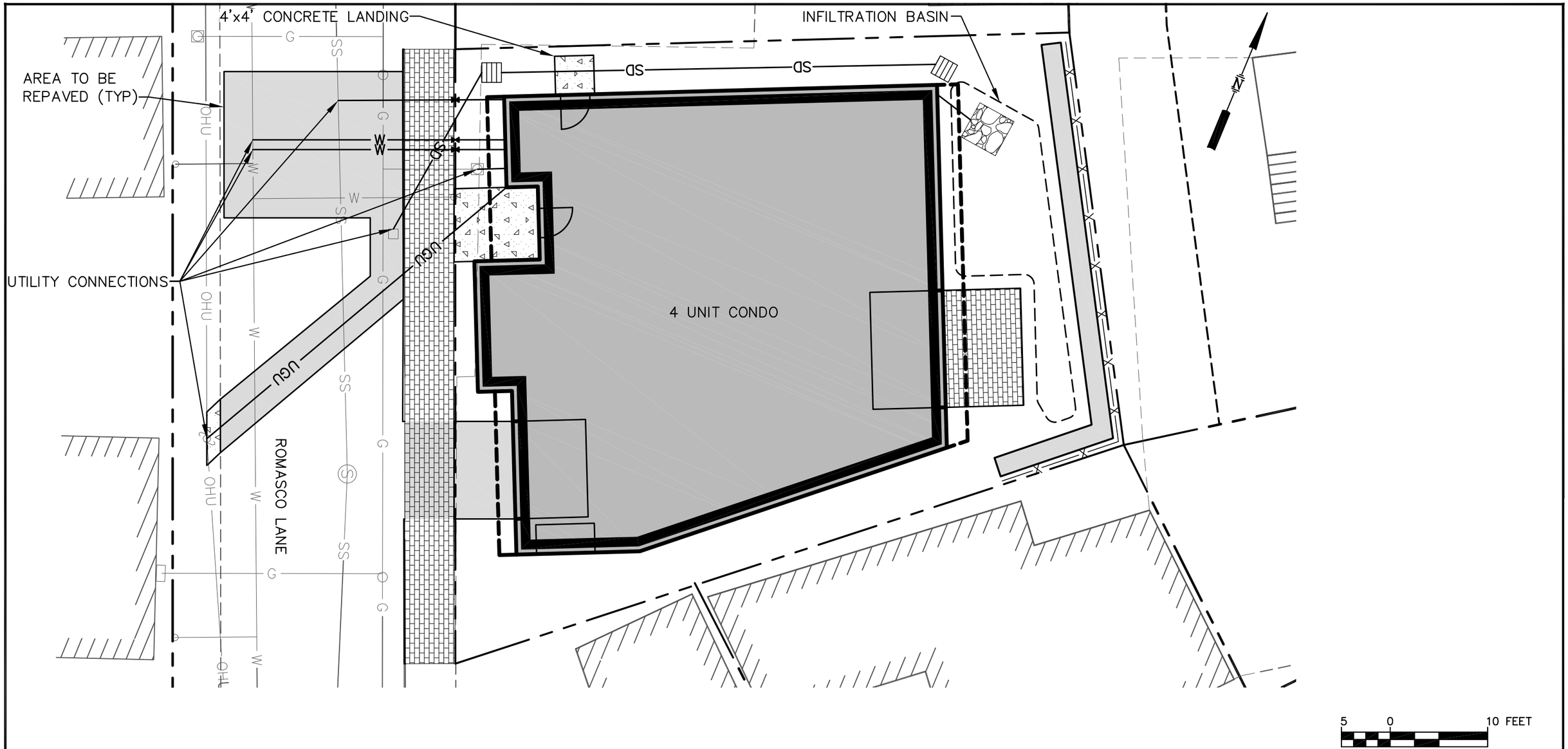
Development of the 4-unit condo building at 5 & 9 Romasco Lane (Project) will begin with the installation of erosion control measures including the stabilized construction entrance and sediment barriers. Erosion control measures will be inspected and maintained throughout the project. Materials required for construction will generally be stored off-site, however if necessary, on-site storage will be on the northeast end of the property, away from Romasco Lane.

Construction will begin with the demolition of the existing paved parking area and site grading. Waste materials from the demolition will be disposed of by the contractor. Pouring of the foundation and building construction will follow the demolition of the parking area. The utilities will then be connected to the building from the existing infrastructure.

Near the end of building construction, exterior site improvements will be completed. These site improvements include grading, installing walkways, constructing the infiltration basin, paving the maneuvering area and landscaping. Restoration of Romasco Lane pavement and sidewalk will be completed near the end of building construction to avoid damage from construction equipment on new pavement, curbing and sidewalk pavers.

TRAFFIC CONTROL

Certain components of the Project will affect traffic on Romasco Lane, primarily during utility tie-ins. The owner and contractor will coordinate road closures with the City of Portland. The construction of this Project is not anticipated to significantly increase traffic volumes of Romasco Lane. Pedestrian traffic will be directed to use the sidewalk on the opposite side of Romasco Lane to avoid the immediate area of the Project with appropriate signage and barriers.



ANTICIPATED CONSTRUCTION SEQUENCE:

1. INSTALL EROSION CONTROL MEASURES
2. DEMOLISH EXISTING PAVED PARKING AREA
3. ROUGH GRADE SITE
4. POUR FOUNDATION
5. CONSTRUCT BUILDING
6. COMPLETE UTILITY CONNECTIONS
7. COMPLETE EXTERNAL SITE IMPROVEMENTS (GRADING, WALKWAYS, INFILTRATION BASIN, PAVING AND LANDSCAPING)
8. RESTORE PAVEMENT AND SIDEWALK ON ROMASCO LANE

TRAFFIC CONTROL NOTES:

1. OWNER AND CONTRACTOR WILL COORDINATE ROAD CLOSURES WITH THE CITY OF PORTLAND.
2. PEDESTRIAN TRAFFIC WILL BE DIRECTED TO THE OPPOSITE SIDE OF ROMASCO LANE WITH APPROPRIATE SIGNAGE AND BARRIERS.
3. A DETAILED PLAN OF ROAD CLOSURES AND SIGNAGE FOR PEDESTRIAN ROUTING WILL BE PROVIDED DURING CONSTRUCTION PRIOR TO ANY ALTERATIONS TO VEHICULAR OR PEDESTRIAN TRAFFIC PATTERNS.

FIGURE 1
CONSTRUCTION MANAGEMENT PLAN
ROMASCO LANE
LEGACY 18 DEVELOPMENT, INC.
PORTLAND, MAINE

SME
Sevee & Maher Engineers, Inc.
ENVIRONMENTAL • CIVIL • GEOTECHNICAL • WATER • COMPLIANCE

DWG: BASE LMN: CMP CTB: SME-STD REV: 1/20/2016

\\Nserver\cfs\Klenicki Design\5 Romasco Lane\Acad\Plans\BASE.dwg, 1/20/2016 2:07:04 PM, jrl

SME
Sevee & Maher Engineers, Inc.

ENVIRONMENTAL • CIVIL • GEOTECHNICAL • WATER • COMPLIANCE

March 1, 2016

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Shukria Wiar
Planning Division
City of Portland
389 Congress Street
Portland, Maine 04101

Subject: Application ID 2016-023
5 & 9 Romasco Lane
Legacy 18 Development Inc.
Response to City Staff Comments

Dear Ms. Wiar:

On behalf of Legacy 18 Development Inc. (Applicant), Sevee & Maher Engineers, Inc. (SME) has prepared this response to comments made by City staff in regards to the 4-Unit Condominium Building proposed at 5 & 9 Romasco Lane. Comments from City Staff were provided in an emails dated February 22, 2016. The comments and associated responses are detailed below.

PLANNING DEPARTMENT – Shukria Wiar

1. **The subdivision plat needs to list the number of proposed unit and parking.**

   SME Response: The Subdivision Plat has been revised to reflect the number of units and proposed parking spaces. A revised version has been submitted.

2. **Is the retaining wall over four feet, if yes, we will need engineer drawings of it.**

   SME Response: The structural design of the retaining wall will be completed as part of the building permit process. Design plans will be submitted for review. The Applicant requests that this be addressed as a Condition of the PB approval.

4 Blanchard Road, PO Box 85A, Cumberland Center, Maine 04021 • Phone 207.829.5016 • Fax 207.829.5692 • www.smemaine.com

3. **Submit a copy of the construction easement.**

   SME Response: The construction easement is being developed. A copy will be submitted when completed.

4. **Will the sidewalk be rest with new bricks? It needs to be stated in the note.**

   SME Response: Drawing C-101 has been revised to indicate brick sidewalk pavers to replace the existing concrete sidewalk along the property frontage.

5. **The survey and subdivision plat needs to be separated. The survey should show the existing conditions on site and the subdivision plat should show what is being proposed on site. Both should have all the notes on it.**

   SME Response: The survey and Subdivision Plat have been separated and copies of both are provided.

6. **Where are the bike racks on the site plan.**

   SME Response: A bike storage room has been added to drawing A1.1 and is called out on the Site and Utility Plan on drawing C-101.

7. **Is the main entrance ADA Accessible?**

   SME Response: The finished floor elevation of the lobby and garage has been lowered to accommodate acceptable ADA slopes for access to the main entry. The proposed grading around the building has been updated to reflect this change.

FIRE DEPARTMENT – Keith Gautreau

1. **Premises Identification - The main entrance of the building must be the address for the property. This should be consistent with 911, tax assessor, Inspections Division and future mailing address. Street addresses shall be marked on the structure and shall be as approved by the City E-911 Addressing Officer. If the building entry faces a different street, both the street name and number should be large enough to read from the street. Address numbers must be a minimum of 4 inches high. The number should be in Arabic numerals rather than spelled out (for**

example, "130" instead of "One Hundred and Thirty'). Color: Addresses should be in a color that contrasts with the background. Whenever possible, should be illuminated.

SME Response: Large lettering demarcating the street number has been added to the Front (West) Elevation as shown on Drawing A-2.1.

2. **This is a four story building with a roof deck. It will require an NFPA 13R sprinkler system. Fire Department Connections shall not be located where large diameter hose may block egress. It will also require a fire alarm system in accordance to section 9.6 NFPA 101 and City Code chapter 10.**

   SME Response: The building will be sprinkled in accordance with City Code Chapter 10 and a Fire Department Connection will be provided on the west corner of the building.

3. **Access to the site is from Romasco Lane and looks good.**

   SME Response: No response necessary.

DEPARTMENT OF PUBLIC SERVICES/ENGINEERING – Dave Margolis-Pineo

1. **The City's material policy for driveway aprons in this area of the city is asphalt. The applicant has indicated that a brick driveway apron is proposed. If the applicant would like to use brick, Council approval is required as well as an agreement that the applicant will be responsible for the continued maintenance of the brick apron. This Department would support a waiver request by the applicant to allow the drive apron to be constructed with brick.**

   SME Response: The brick driveway apron has been removed and replaced with a bituminous apron on Drawing C-101.

2. **Since the sewer systems are separated in Romasco Lane, a backflow preventer is not required. If the applicant wishes to install, please install behind and not in the sidewalk.**

   SME Response: The proposed backflow preventer has been removed.

3. **Romasco Lane is not under a street moratorium.**

   SME Response: No response necessary.

4. **Question – Since part of the retaining wall in the back is eight feet tall, is a PE signoff required?**

   SME Response: The structural design of the retaining wall will be completed as part of the building permit process. Design plans will be submitted for review. The Applicant requests that this be addressed with a Condition of the Planning Board approval.

5. **Please verify if CPP pipe meets the City's Technical Manual standards.**

   SME Response: The proposed drainage pipe has been revised to be ADS N-12 HP Triple Wall in accordance with the Technical Manual.

6. **The applicant should be aware that the site survey incorrectly shows the sewer utilities in the street. Please corrected this prior to issuance of a building permit by contacting William Clark (874-8847) of this office.**

   SME Response: The applicant is working with the City office to accurately identify the sewer utilities.

7. **It appears the applicant is currently showing the proposed building sanitary sewer lateral connecting into the stormwater sewer. Please refer to the above comment and correct.**

   SME Response: The sewer lateral is intended to connect to the City's sanitary sewer system. The Applicant is coordinating with William Clark to accurately reflect the sanitary sewer system in Romasco Lane.

CIVIL ENGINEERING PEER REVIEW – David Senus

1. **In accordance with Section 5 of the City of Portland Technical Manual, a Level III development project is required to submit a stormwater management plan pursuant to the regulations of MaineDEP Chapter 500 Stormwater Management Rules, including conformance with the Basic, General, and Flooding Standards. We offer the following comments:**

a) **Basic Standards: A Plan, notes, and details have been provided to address erosion and sediment control requirements, inspection and maintenance requirements, and good housekeeping practices in general accordance with Appendix A, B, & C of MaineDEP Chapter 500.**

b) **General Standards: The project will result in a de minimis increase in impervious area of less than 1,000 square feet. As such, the project is not required to include any specific stormwater management features for stormwater quality control.**

c) **Flooding Standard: The project will result in a de minimis increase in impervious area of less than 1,000 square feet. As such, the project is not required to include any specific stormwater management features to control the rate or quantity of stormwater runoff from the site.**

SME Response: No response necessary.

2. **If the Applicant proposes floor drains or catch basins within the garage area, an oil/water separator unit will be required prior to discharge into the City's combined sewer.**

   SME Response: No floor drains or catch basins are proposed in the garage area.

3. **The pipe trench / trench repair detail should be revised to reflect detail II-12 of the City of Portland Technical Manual for work within the ROW.**

   SME Response: The Pipe trench detail on Drawing C-301 has been revised to match the detail provided in the City of Portland Technical Manual Figure II-12.

CITY SURVEYOR REQUIREMENTS (provided via email on 2/22/16)

1. **Many features, lines, and text are too faint to read.**

   SME Response: The plans have been replotted in an attempt to increase readability.

2. **The vertical datum is not the official City datum which is NGVD29. This can be problematic in the future if someone relies on the non-official elevations not knowing they are incorrect**

SME Response: The topographic survey has been updated to include NGVD29 topographic information.

3. **Manhole rim elevations and measurements down to inverts are to the nearest tenth of a foot. City of Portland sewer plans require rims and inverts to the nearest hundredth of a foot**

   SME Response: The rim elevations and inverts have been revised to the nearest hundredth of a foot.

4. **Invert elevations are not shown.**

   SME Response: Invert elevations have been added.

5. **Pipe diameters are expressed in tenths of feet. City of Portland sewer plans require diameters of pipe in inches.**

   SME Response: The pipe diameters have been revised on the plans.

R-6 DESIGN REVIEW – Caitlin Cameron

The R-6 Design Review comments have been responded to by Tracie Reed of Dextrous Creative (DC). Her responses to each comment are included below.

1. **C-1 Entrances - the entrance is oriented to the street, is recessed, and has a different paver walkway but is there another element that could be added to provide emphasis to the entry such as lighting, building numbers, or canopy?**

   DC Response: The entrance way will be illuminated with wall sconces to emphasize the entrance.

2. **C-2 Visual Privacy - it is not clear whether the window at the front stair tower is drawn correctly based on the landing height, however, the standard requires ground floor windows have a sill height of at least 48" above sidewalk grade.**

   DC Response: The glazing in the stair tower will be translucent, tempered glass.

3. **G-1 Materials - stucco is not a contextual material choice. What is the rationale for this material selection? Is there an alternative or way to reduce the use of stucco?**

   DC Response: Updated drawings show a smooth cementitious panel on the first floor in all areas except for the front stair tower.

4. **G-2 Material and Facade Design - the review panel felt the overall front facade composition was more successful with the stair tower material being carried to the ground (as in the rendering). In doing so, the amount of stucco would also be reduced and would lessen the concern raised for Standard G-1.**

   DC Response: See previous note, concerning stair tower, which has been updated to have fiber cement board siding on all levels.

ADDITIONAL COMMENTS (Received via phone)

1. **What is the proposed lighting?**

   SME Response: There will be wall sconces illuminating the entry ways. These will be specified as dark-sky friendly with the aim of reducing light pollution and glare. A preliminary specification for the wall sconces is attached.

2. **Please provide a copy of the condominium documents.**

   SME Response: The condominium association documents have not been finalized. A copy of the documents will be provided to the City Planning Office for review once completed.

3. **What is the average building height?**

   SME Response: The average building height is proposed to be 41'-0".

Should you have any further questions or comments, please feel free to contact the undersigned at your earliest convenience.

Sincerely,

SEVEE & MAHER ENGINEERS, INC.

Daniel P. Diffin, P.E., LEED AP BD+C
Project Manager

Attachments: Revised Drawings
Proposed Wall Lights

REVISED DRAWINGS

PROPOSED WALL LIGHTS

General Information

Progress Lighting Wish 1 Light Outdoor Wall Lantern in Antique Bronze with Etched Umber Linen Glass P6085-20

Medium wall lantern with etched umber linen glass. Includes dark sky shield for full cut-off illumination or remove for a traditional lighting effect.

Brand Information

- Brand: Progress
- Collection: Wish
- SKU: P6085-20
- UPC: 785247193356

Dimensions and Weight

- Width: 9.00 in.
- Height: 12.50 in.
- Extension/Depth: 10.50 in.
- Backplate/Canopy Width: 0.00 in.
- Backplate/Canopy Length: 0.00 in.
- Height from Center of Wall Opening: 3.13 in.
- Weight: 6.95 lb.

Other Specifications

- Ships Via: UPS (FREE SHIPPING)
- Included Lead Wire: 6
- Warranty: 1 year

Additional Details

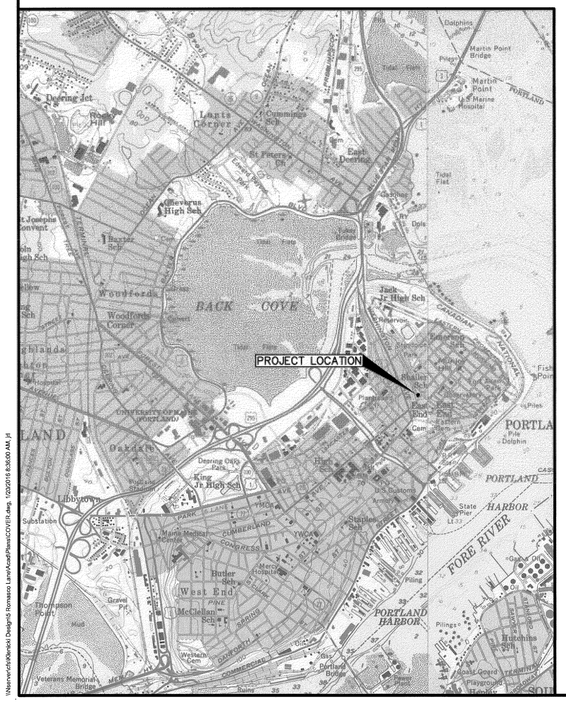
- Finish Type: Powdercoat
- Glass Shape: Cylindrical Diffuser

4 UNIT CONDO BUILDING
5 & 9 ROMASCO LANE
LEGACY 18 DEVELOPMENT, INC.
PORTLAND, MAINE

Plan 1

TITLE	DWG NO
COVER SHEET	
GENERAL NOTES, LEGEND AND ABBREVIATIONS AND EXISTING CONDITIONS AND DEMOLITION PLAN	C-100
SITE PLAN	C-101
EROSION CONTROL NOTES AND DETAILS	C-300
SECTIONS AND DETAILS	C-301
PRE-DEVELOPMENT CONDITIONS STORMWATER MANAGEMENT PLAN	D-100
POST-DEVELOPMENT CONDITIONS STORMWATER MANAGEMENT PLAN	D-101
LANDSCAPE PLAN	L-1
SUBDIVISION PLAN	

LOCATION MAP

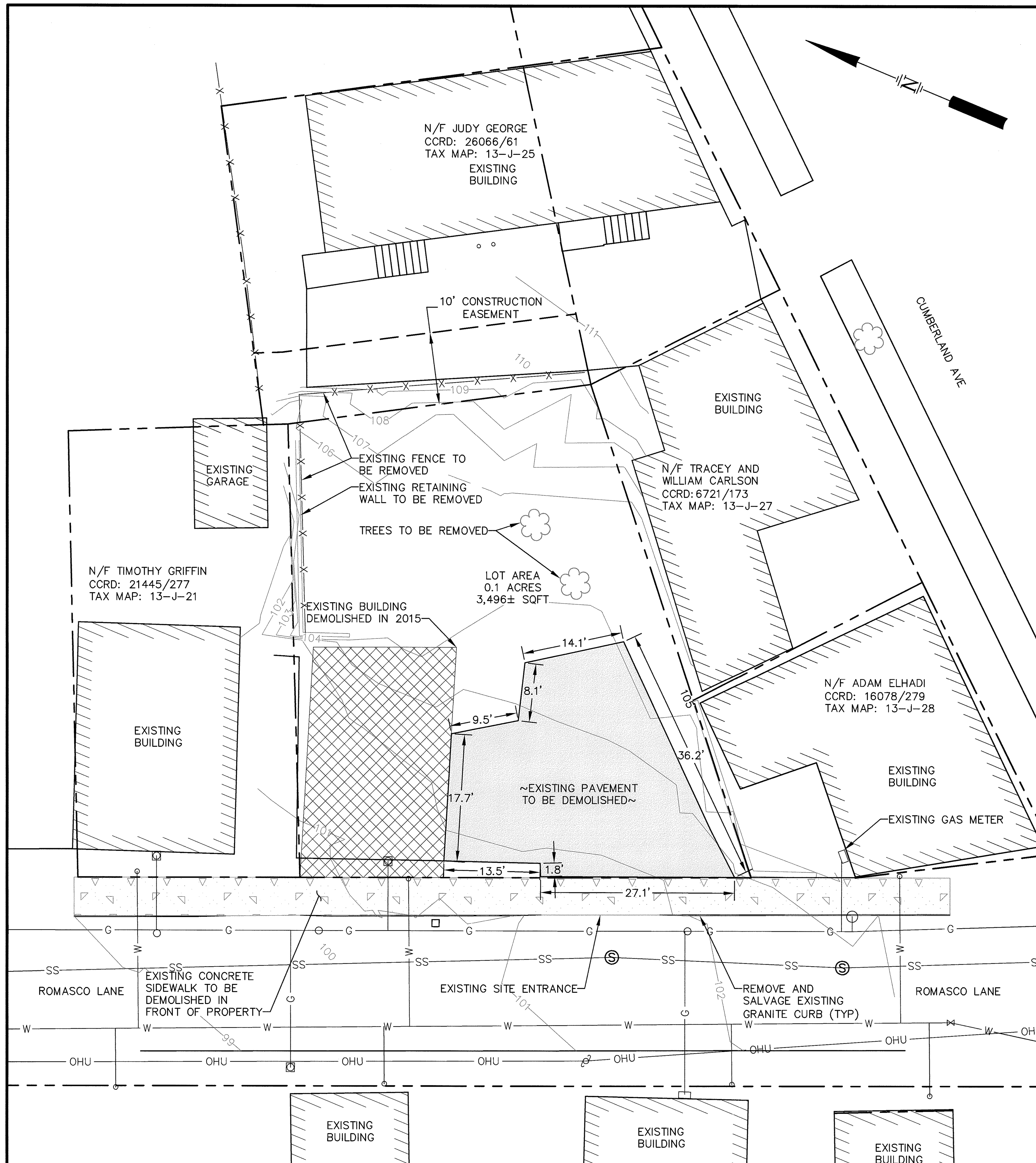


SME
Sevee & Maher Engineers, Inc.

ENVIRONMENTAL • CIVIL • GEOTECHNICAL • WATER • COMPLIANCE

4 Blanchard Road, PO Box 85A, Cumberland Center, Maine 04021
Phone 207.829.5016 • Fax 207.829.5692 • www.smemaine.com

STATE OF MAINE
GUY H. COTE, JR.
No. 5194
3/1/16
LICENSED
PROFESSIONAL ENGINEER



NOTE:

1. SITE FEATURES AND TOPOGRAPHY FROM PLAN ENTITLED "BOUNDARY SURVEY AND TOPOGRAPHY" BY LIVINGTON-HUGHES PROFESSIONAL LAND SURVEYING CORP., KENNEBUNKPORT, MAINE, DATED NOVEMBER 20, 2015.
2. EXISTING TOPOGRAPHY FROM MAINE GIS DATA CATALOG, BASED OFF OF LIDAR INFORMATION COLLECTED BETWEEN NOVEMBER 10, 2006 AND SEPTEMBER 5TH, 2007.
3. STANDARD PRACTICE DICTATES THAT PLANS COMPILED IN THIS MANNER SHOULD BE FIELD VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION.

5 0 10 20 FEET

GENERAL SITE NOTES:

1. RELOCATE EXISTING TBM INFORMATION ONTO NEW TBM OF CONTRACTORS CHOICE FOR CONSTRUCTION USE PRIOR TO REMOVAL OF EXISTING TBM.
2. EXCAVATE AND STOCKPILE ON-SITE TOPSOIL. TOPSOIL IS TO REMAIN THE PROPERTY OF THE OWNER DURING CONSTRUCTION, AND SHALL NOT BE REMOVED FROM THE SITE. AFTER FINAL LOAM AND SEED EXCESS TOPSOIL SHALL BE REMOVED FROM SITE BY CONTRACTOR.
3. DIMENSIONS ARE TO FACE OF CURB AND TO FACE OF FOUNDATION UNLESS OTHERWISE INDICATED.
4. PAVEMENT EDGES SHALL BE TRUE TO LINE. SAWCUT EXISTING PAVEMENT IN SMOOTH STRAIGHT LINE WHERE NEW PAVEMENT JOINS PROVIDE TACK COAT LAYER AS SPECIFIED.
5. ALL WORK WITHIN STREET RIGHT-OF-WAY SHALL MEET CITY OF PORTLAND TECHNICAL MANUAL STANDARDS.

GRADING NOTES:

1. ADD 6" LOAM, SEED AND MULCH TO DISTURBED AREAS UNLESS OTHERWISE NOTED. PROVIDE EROSION CONTROL MESH ON ALL SLOPES 6:1 OR STEEPER, AND ALONG DITCH CHANNELS.
2. GRADE SURFACES TO DRAIN AWAY FROM BUILDING. PUDDLING OF WATER IN PAVED OR UNPAVED AREAS WILL NOT BE ACCEPTABLE, EXCEPT FOR AREAS DESIGNATED AS PONDS.
3. MAINTAIN TEMPORARY EROSION CONTROL MEASURES FOR THE FULL DURATION OF CONSTRUCTION. INSPECT WEEKLY AND AFTER EACH STORM AND REPAIR AS NEEDED. REMOVE SEDIMENTS FROM THE SITE. PLACE IN AREA OF LOW EROSION POTENTIAL, AND STABILIZE WITH SEED AND MULCH.
4. PLACE TEMPORARY SOIL STABILIZATION WITHIN 30 DAYS OF INITIAL DISTURBANCE. PLACE PERMANENT SOIL STABILIZATION WITHIN 7 DAYS OF FINAL GRADING.

UTILITY NOTES:

1. THE ACCURACY AND COMPLETENESS OF SUBSURFACE INFORMATION IS NOT GUARANTEED. VERIFY SITE CONDITIONS INCLUDING TEST PITS FOR LOCATIONS AND INVERTS OF UTILITIES AND REPORT ANY DISCREPANCIES TO THE ENGINEER PRIOR TO PROCEEDING WITH THAT PORTION OF THE WORK.
2. PLACE 4 FOOT WIDE BY 2 INCH THICK TRENCH INSULATION OVER SEWER LINES WHERE DEPTH OF COVER OVER TOP OF PIPE IS LESS THAN 4 FEET. PLACE INSULATION ALSO BETWEEN SEWER LINE AND STORM DRAIN OR BETWEEN WATER LINE AND STORM DRAIN WHERE SEPARATION IS LESS THAN 5 FEET.
3. PROVIDE AT LEAST 5 FEET OF SOIL COVER OVER WATER LINES. SURROUND WATER PIPE WITH 6 INCHES OF CONCRETE ENCASEMENT, REINFORCED WITH WWF, AT CROSSINGS OF SEWER LINES UNLESS WATER IS ABOVE BY 18 INCH CLEARANCE. ENCASEMENT TO EXTEND 10 FEET BEYOND SEWER LINE IN BOTH DIRECTIONS.
4. PROVIDE CONCRETE THRUST BLOCKING FOR WATER LINES ACCORDING TO THE TABLE ON THE DETAIL SHEET.
5. CLEAN SEDIMENTS FROM NEW AND EXISTING STORM DRAIN PIPES AND CATCH BASINS.
6. COORDINATE WORK ON UTILITY LINES OR WITHIN ROAD RIGHT-OF-WAY WITH THE UTILITY COMPANIES AND CITY ROAD DEPARTMENT.
7. SLOPE CONDUITS AWAY FROM BUILDING TO HANDHOLE OR UTILITY POLE TO AVOID GROUND WATER SEEPAGE INTO BUILDING.
8. RESET RIMS OF EXISTING UTILITY STRUCTURES, MANHOLES AND CATCH BASINS TO NEW GRADE.

TYPICAL ABBREVIATIONS:

ACCMP	ASPHALT COATED CMP
ACP	ASBESTOS CEMENT PIPE
AC	ACRE
AGG	AGGREGATE
ALUM	ALUMINUM
APPD	APPROVED
APPROX	APPROXIMATE
ARMH	AIR RELEASE MANHOLE
ASB	ASBESTOS
ASP	ASPHALT
AUTO	AUTOMATIC
AUX	AUXILIARY
AVE	AVENUE
AZ	AZIMUTH
BCCMP	BITUMINOUS COATED CMP
BM	BENCH MARK
BIT	BITUMINOUS
BLDG	BUILDING
BOT	BOTTOM
BRG	BEARING
BV	BALL VALVE
CB	CATCH BASIN
CEN	CENTER
CEM LIN	CEMENT LINED
CMP	CORRUGATED METAL PIPE
CO	CLEAN OUT
CF	CUBIC FEET
CFS	CUBIC FEET PER SECOND
CI	CAST IRON
CL	CLASS
CONC	CONCRETE
CONST	CONSTRUCTION
CONTR	CONTRACTOR
CS	CURB STOP
CTR	CENTER
CU	COPPER
CY	CUBIC YARD
D	DEGREE OF CURVE
DBL	DOUBLE
DEG OR °	DEGREE
DEPT	DEPARTMENT
DI	DUCTILE IRON
DIA OR ø	DIAMETER
DIM	DIMENSION
DIST	DISTANCE
DN	DOWN
DR	DRAIN
DWG	DRAWING
EA	EACH
EG	EXISTING GROUND OR GRADE
ELEC	ELECTRIC
EL	ELEVATION
ELB	ELBOW
EOP	EDGE OF PAVEMENT
EQUIP	EQUIPMENT
EST	ESTIMATED
EXC	EXCAVATE
EXIST	EXISTING
FI	FIELD INLET
FG	FINISH GRADE
FBRGL	FIBERGLASS
FDN	FOUNDATION
FLEX	FLEXIBLE
FLG	FLANGE
FLR	FLOOR
FPS	FEET PER SECOND
FT OR '	FEET
FTG	FOOTING
GA	GAUGE
GAL	GALLON
GALV	GALVANIZED
GPD	GALLONS PER DAY
GPM	GALLONS PER MINUTE
HDPE	HIGH DENSITY POLYETHYLENE
HORZ	HORIZONTAL
HP	HORSEPOWER
HYD	HYDRANT
ID	INSIDE DIAMETER
IN OR "	INCHES
INV	INVERT
INV EL	INVERT ELEVATION
LB	POUND
LC	LEACHATE COLLECTION
LD	LEAK DETECTION
LF	LINEAR FEET
LOC	LOCATION
LT	LEACHATE TRANSPORT
MH	MANHOLE
MJ	MECHANICAL JOINT
MATL	MATERIAL
MAX	MAXIMUM
MFR	MANUFACTURE
MIN	MINIMUM
MISC	MISCELLANEOUS
MON	MONUMENT
NITC	NOT IN THIS CONTRACT
NTS	NOT TO SCALE
N/F	NOW OR FORMERLY
NO OR #	NUMBER
OC	ON CENTER
OD	OUTSIDE DIAMETER
PC	POINT OF CURVE
PD	PERIMETER DRAIN
PI	POINT OF INTERSECTION
PIV	POST INDICATOR VALVE
PT	POINT OF TANGENT
PERF	PERFORATED
PP	POWER POLE
PSI	POUNDS PER SQUARE INCH
PVC	POLYVINYL CHLORIDE
PVMT	PAVEMENT
QTY	QUANTITY
RCP	REINFORCED CONCRETE PIPE
ROW	RIGHT OF WAY
RAD	RADIUS
REQD	REQUIRED
RT	RIGHT
RTE	ROUTE
S	SLOPE
SCH	SCHEDULE
SF	SQUARE FEET
SHT	SHEET
SMH	SANITARY MANHOLE
ST	STREET
STA	STATION
SY	SQUARE YARD
TAN	TANGENT
TDH	TOTAL DYNAMIC HEAD
TEMP	TEMPORARY
TYP	TYPICAL
UD	UNDERDRAIN
V	VOLTS
VA TEE	VALVE ANCHORING TEE
VGC	VERTICAL GRANITE CURB
VERT	VERTICAL
WG	WATER GATE
W/	WITH
W/O	WITHOUT
YD	YARD

DIG SAFE NOTES:

PRIOR TO EXCAVATION, VERIFY THE UNDERGROUND UTILITIES, PIPES, STRUCTURES AND FACILITIES. PROVIDE THE FOLLOWING MINIMUM MEASURES:

1. PRE-MARK THE BOUNDARIES OF YOUR PLANNED EXCAVATION WITH WHITE PAINT, FLAGS OR STAKES, SO UTILITY CREWS KNOW WHERE TO MARK THEIR LINES.
2. CALL DIG SAFE AT 811 AT LEAST THREE BUSINESS DAYS – BUT NO MORE THAN 30 CALENDAR DAYS – BEFORE STARTING WORK. DO NOT ASSUME SOMEONE ELSE WILL MAKE THE CALL.
3. IF BLASTING, NOTIFY DIG SAFE AT LEAST ONE BUSINESS DAY IN ADVANCE.
4. WAIT THREE BUSINESS DAYS FOR LINES TO BE LOCATED AND MARKED WITH COLOR-CODED PAINT, FLAGS OR STAKES. NOTE THE COLOR OF THE MARKS AND THE TYPE OF UTILITIES THEY INDICATE. TRANSFER THESE MARKS TO THE AS-BUILT DRAWINGS.
5. CONTACT THE LANDOWNER AND OTHER "NON-MEMBER" UTILITIES (WATER, SEWER, GAS, ETC.) FOR THEM TO MARK THE LOCATIONS OF THEIR UNDERGROUND FACILITIES. TRANSFER THESE MARKS TO THE AS-BUILT DRAWINGS.
6. RE-NOTIFY DIG SAFE AND THE NON-MEMBER UTILITIES IF THE DIGGING, DRILLING OR BLASTING DOES NOT OCCUR WITHIN 30 CALENDAR DAYS OF INITIAL NOTIFICATION, OR IF THE MARKS ARE LOST DUE TO WEATHER CONDITIONS, SITE WORK ACTIVITY OR ANY OTHER REASON.
7. HAND DIG WITHIN 18 INCHES IN ANY DIRECTION OF ANY UNDERGROUND LINE UNTIL THE LINE IS EXPOSED. MECHANICAL METHODS MAY BE USED FOR INITIAL SITE PENETRATION, SUCH AS REMOVAL OF PAVEMENT OR ROCK.
8. DIG SAFE REQUIREMENTS ARE IN ADDITION TO TOWN, CITY AND/OR STATE DOT STREET OPENING PERMIT REQUIREMENTS.
9. FOR COMPLETE DIG SAFE REQUIREMENTS, CALL THE PUBLIC UTILITIES COMMISSION (PUC) OR VISIT THEIR WEBSITE.
10. IF YOU DAMAGE, DISLOCATE OR DISTURB ANY UNDERGROUND UTILITY LINE, IMMEDIATELY NOTIFY THE AFFECTED UTILITY. IF DAMAGE CREATES SAFETY CONCERNS, CALL THE FIRE DEPARTMENT AND TAKE IMMEDIATE STEPS TO SAFEGUARD HEALTH AND PROPERTY.
11. ANY TIME AN UNDERGROUND LINE IS DAMAGED OR DISTURBED OR IF LINES ARE IMPROPERLY MARKED, YOU MUST FILE AN INCIDENT REPORT WITH THE PUC FOR AN INCIDENT REPORT FORM VISIT WWW.STATE.ME.US/MPUC OR CALL THE PUC AT 1-800-452-4699.

LEGEND

EXISTING		PROPOSED
	PROPERTY LINE	
	BUILDING	
	EDGE OF PAVEMENT	
	CURB	
100	CONTOUR	100
	SPOT GRADE	114.23
X	FENCE	X
SD	STORM DRAIN	SD
UD	UNDERDRAIN	UD
	CATCH BASIN	
	DRAINAGE MANHOLE	
SS	SANITARY SEWER LINE	SS
	SANITARY SEWER MANHOLE	
	UTILITY POLE	
UGU	UNDERGROUND UTILITY	UGU
OHU	OVERHEAD UTILITY	OHU
	LIGHT POLE	
	WALL MOUNTED LIGHT	
W	WATER LINE	W
	WATER GATE VALVE	
	HYDRANT	
G	GAS LINE	G
	SIGN	
	RIPRAP	
	HEADWALL	
	RETAINING WALL	
	TREELINE	
TP12-11	TEST PIT	
SB13-102	BORING	
A13-108	AUGER PROBE	
	CONCRETE	
	CRUSHED STONE	

REV.	BY	DATE	STATUS
	DPD	3/16	ISSUED FOR CITY REVIEW
	DPD	1/16	ISSUED FOR CITY REVIEW

STATE OF MAINE – GUY H. COTE, JR. No. 5144 – LICENSED PROFESSIONAL ENGINEER – 3/1/16

4 UNIT CONDO BUILDING
5 & 9 ROMASCO LANE
LEGACY 18 DEVELOPMENT, INC.
PORTLAND, MAINE

GENERAL NOTES, LEGEND AND ABBREVIATIONS AND EXISTING CONDITIONS AND DEMOLITION PLAN

SME
Sevee & Maher Engineers, Inc.
ENVIRONMENTAL • CIVIL • GEOTECHNICAL • WATER • COMPLIANCE
4 Blanchard Road, PO Box 85A, Cumberland Center, Maine 04021
Phone 207.829.5016 • Fax 207.829.5692 • www.smemaine.com

DESIGN BY: DPD
DRAWN BY: JRL
DATE: 11/30/2015
CHECKED BY:
LMN: EXCON
CTB: SME-STD

JOB NO. 15210.00 DWG FILE BASE

C-100

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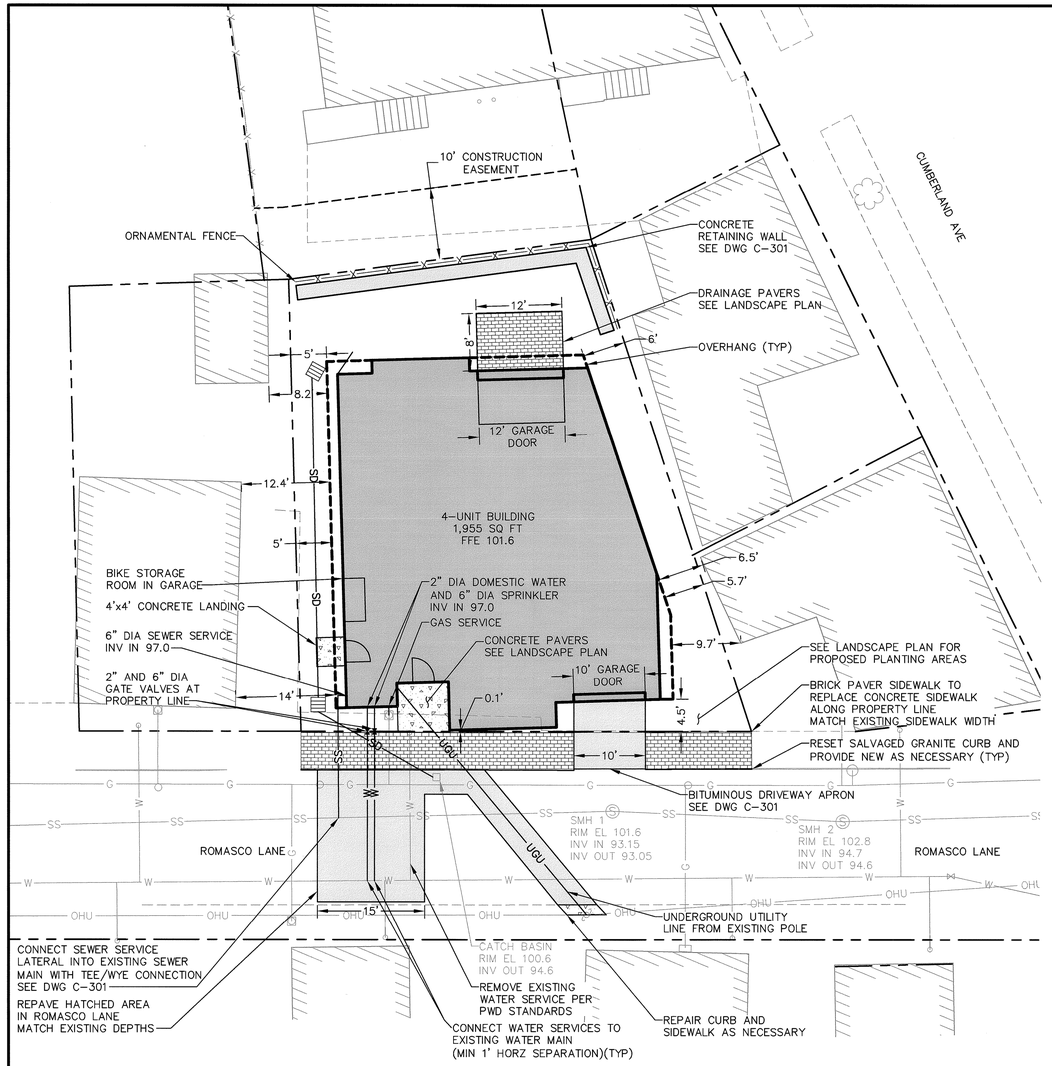
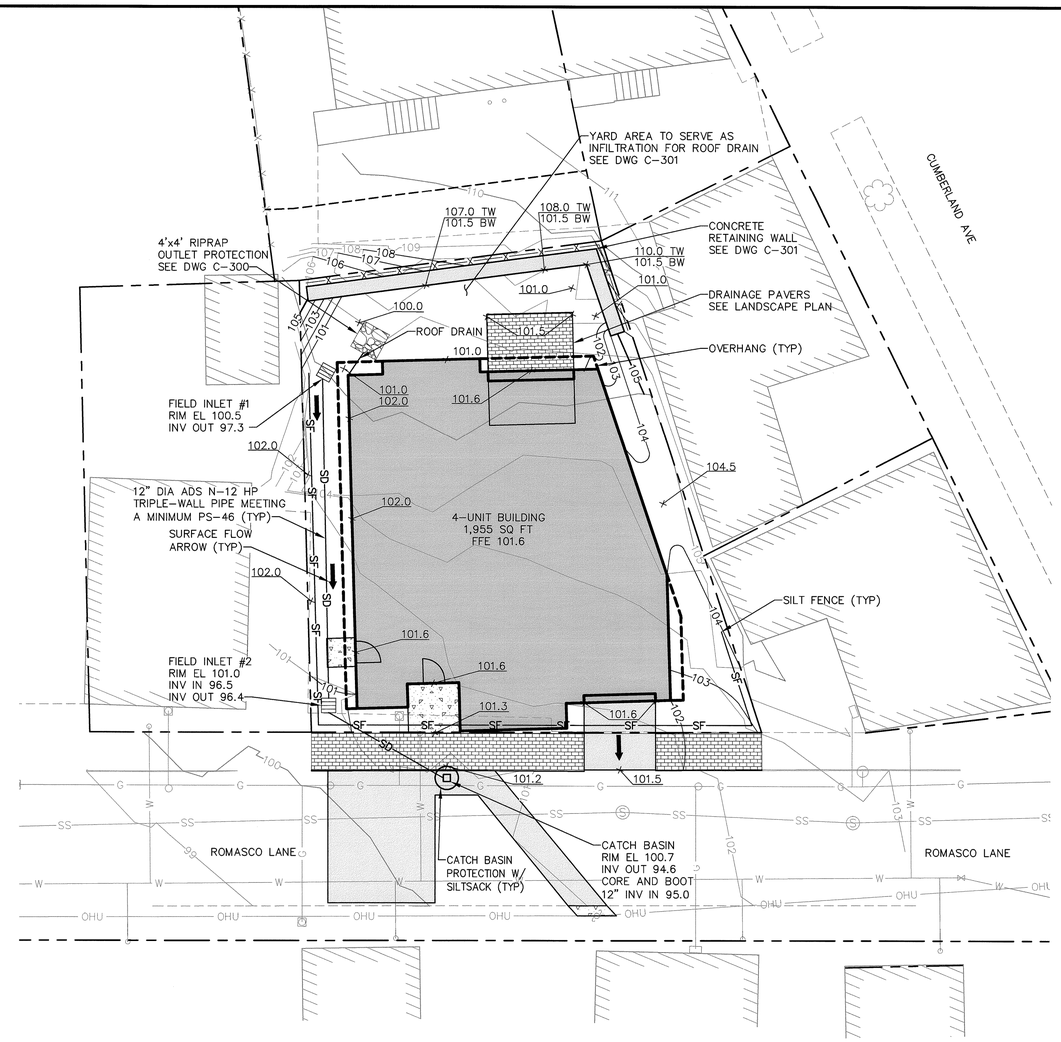


SITE AND UTILITY PLAN



GRADING AND EROSION CONTROL PLAN

ZONING NOTES:

1. PROPERTY OWNER/APPLICANT:
   LEGACY 18 DEVELOPMENT, INC.
   233 SMITH ROAD
   WINDHAM, ME 04062
2. LOT INFORMATION – CHART/BLOCK/LOT: 013J024001
3. ZONING DISTRICT: R-6 – RESIDENTIAL 6
4. ZONING REQUIREMENTS: DIMENSIONAL STANDARDS TO BE IN ACCORDANCE WITH THE APPROVED ZONE AS SHOWN BELOW:

DIMENSIONAL STANDARDS

	REQUIRED (R6)	PROVIDED
MINIMUM LOT SIZE	2,000 SF	3,496 SF
MINIMUM LOT AREA PER DWELLING	725 SF	874 SF
MINIMUM STREET FRONTAGE	20 FEET	63 FEET
MINIMUM FRONT YARD SETBACK	5 FEET	0 FEET
MINIMUM SIDE SETBACK	5 FEET	5 FEET
MINIMUM REAR SETBACK	10 FEET	14 FEET
MAXIMUM BUILDING HEIGHT	45 FEET	42 FEET
MAXIMUM LOT COVERAGE	60%	56%

BUILDING	1,955 SF (56%)
PAVEMENT	143 SF (4%)
OPEN SPACE	1,398 SF (40%)
TOTAL LOT SIZE	3,496 SF (100%)

5. PROPOSED USE: 4-UNIT CONDO BUILDING WITH 3 CAR GARAGE
6. THERE ARE NO WETLANDS, FLOODPLAINS OR SHORELAND ZONING ON THE PROPERTY.
7. PARKING SUMMARY:

   REQUIRED PARKING
   PARKING RATIO: 1 SPACE OVER 3 UNITS

   PROVIDED PARKING
   PARKING GARAGE: 3 SPACES

8. SITE UTILITIES WILL BE PROVIDED FROM EXISTING SERVICES IN ROMASCO LANE AS FOLLOWS:

ELECTRIC/COMMUNICATIONS:	EXISTING SERVICE
WATER SUPPLY:	PORTLAND WATER DISTRICT
SEWER SERVICE:	CITY OF PORLAND
NATURAL GAS:	MAINE NATURAL GAS

EROSION CONTROL LEGEND

CATCH BASIN PROTECTION WITH SILTSACK

—SF— SILT FENCE

5 0 10 20 FEET

NOTE:

1. SITE FEATURES AND TOPOGRAPHY FROM PLAN ENTITLED "BOUNDARY SURVEY AND TOPOGRAPHY" BY LIVINGTON-HUGHES PROFESSIONAL LAND SURVEYING CORP., KENNEBUNKPORT, MAINE, DATED NOVEMBER 20, 2015.
2. EXISTING TOPOGRAPHY FROM MAINE GIS DATA CATALOG, BASED OFF OF LIDAR INFORMATION COLLECTED BETWEEN NOVEMBER 10, 2006 AND SEPTEMBER 5TH, 2007.
3. STANDARD PRACTICE DICTATES THAT PLANS COMPILED IN THIS MANNER SHOULD BE FIELD VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION.

REV.	BY	DATE	STATUS
	DPD	3/16	ISSUED FOR CITY REVIEW
	DPD	1/16	ISSUED FOR CITY REVIEW

STATE OF MAINE
DAVID P. DOTE, JR.
No. 5144
LICENSED
PROFESSIONAL ENGINEER
9/11/16

4 UNIT CONDO BUILDING
5 & 9 ROMASCO LANE
LEGACY 18 DEVELOPMENT, INC.
PORTLAND, MAINE

SITE, UTILITY, GRADING AND EROSION CONTROL PLANS

SME
Sevee & Maher Engineers, Inc.
ENVIRONMENTAL • CIVIL • GEOTECHNICAL • WATER • COMPLIANCE
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DESIGN BY: DPD
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JOB NO. 15210.00 DWG FILE BASE

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A. GENERAL

1. All soil erosion and sediment control will be done in accordance with: (1) the Maine Erosion and Sediment Control Handbook: Best Management Practices, Maine Department of Environmental Protection (MEDEP), March 2003

2. The site contractor (to be determined) will be responsible for the repair/replacement/maintenance of all erosion control measures until all disturbed areas are stabilized.

3. Disturbed areas will be permanently stabilized within 7 days of final grading. Disturbed areas not to be worked upon within 14 days of disturbance will be temporarily stabilized within 7 days of the disturbance.

4. In all areas, removal of trees, bushes and other vegetation, as well as disturbance of topsoil will be kept to a minimum while allowing proper site operations.

5. Any suitable topsoil will be stripped and stockpiled for reuse as directed by the owner. Topsoil will be stockpiled in a manner such that natural drainage is not obstructed and no off-site sediment damage will result. In any event, stockpiles will not be located within 100 feet of wetlands and will be at least 50 feet upgradient of the stockpile's perimeter silt fence. The sideslopes of the topsoil stockpile will not exceed 2:1. Silt fence will be installed around the perimeter of all topsoil stockpiles. Topsoil stockpiles will be surrounded with siltation fencing and will be temporarily seeded with Aroostook rye, annual or perennial ryegrass within 7 days of formation, or temporarily mulched.

B. TEMPORARY MEASURES

1. STABILIZED CONSTRUCTION ENTRANCE/EXIT

A crushed stone stabilized construction entrance/exit will be placed at any point of vehicular access to the site, in accordance with the detail shown on this sheet.

2. SILT FENCE

a. Silt fence will be installed prior to all construction activity, where soil disturbance may result in erosion. Silt fence will be erected at locations shown on the plans and/or downgrading of all construction activity.

b. Silt fences will be removed when they have served their useful purpose, but not before the upgradient areas have been permanently stabilized.

c. Silt fences will be inspected immediately after each rainfall and at least daily during prolonged rainfall. They will be inspected if there are any signs of erosion or sedimentation below them. Any required repairs will be made immediately. If there are signs of undercutting at the center or the edges, or impounding of large volumes of water behind them, they will be replaced with a temporary crushed stone check dam.

d. Sediment deposits will be removed after each storm event if significant build-up has occurred or if deposits exceed half the height of the barrier.

3. STONE CHECK DAMS

Stone check dams will be installed in grass-lined swales and ditches during construction.

4. BARK MULCH SEDIMENT BARRIER

a. Where approved, bark mulch sediment barriers may be used as a substitute for silt fence. See the details in this drawing set for specifications.

b. Rock Filter Berms: To provide more filtering capacity or to act as a velocity check dam, a berm's center can be composed of clean crushed rock ranging in size from the french drain stone to riprap.

5. TEMPORARY SEEDING

Stabilize disturbed areas that will not be brought to final grade for a year or less and reduce problems associated with mud and dust production from exposed soil surface during construction with temporary vegetation.

6. TEMPORARY MULCHING

Use temporary mulch in the following locations and/or circumstances:
- In sensitive areas (within 100 feet of streams, wetlands and in lake watersheds) temporary mulch will be applied within 7 days of exposing spill or prior to any storm event.
- Apply temporary mulch within 14 days of disturbance or prior to any storm event in all other areas.
- Areas, which have been temporarily or permanently seeded, will be mulched immediately following seeding.
- Areas which cannot be seeded within the growing season will be mulched for over-winter protection and the area will be seeded at the beginning of the growing season.
- Mulch can be used in conjunction with tree, shrub, vine, and ground cover plantings.
- Mulch anchoring will be used on slopes greater than 5 percent in late fall (past October 15), and over-winter (October 15 - April 15).

The following materials may be used for temporary mulch:

a. Hay or Straw material shall be air-dried, free of seeds and coarse material. Apply 2 bales/1,000 sf or 1.5 to 2 tons/acre to cover 90% of ground surface.

b. Erosion Control Mix: It can be used as a stand-alone reinforcement:
- on slopes 2 horizontal to 1 vertical or less;
- on frozen ground or forested areas; and
- at the edge of gravel parking areas and areas under construction.

c. Erosion control mix alone is not suitable:
- on slopes with groundwater seepage;
- at low points with concentrated flows and in gullies;
- at the bottom of steep perimeter slopes exceeding 100 feet in length;
- below culvert outlet aprons; and
  around catch basins and closed storm systems.

d. Chemical Mulches and Soil Binders: Wide ranges of synthetic spray-on materials are marketed to protect the soil surface. These are emulsions that are mixed with water and applied to the soil. They may be used alone, but most often are used to hold wood fiber, hydro-mulches or straw to the soil surface.

e. Erosion Control Blankets and Mats: Mats are manufactured combinations of mulch and netting designed to retain soil moisture and modify soil temperature. During the growing season (April 15 to October 15) use mats indicated on drawings or North American Green (NAG) S75 (or mulch and netting) on:
- the base of grassed waterways;
- steep slopes (15 percent or greater); and
- any disturbed soil within 100 feet of lakes, streams, or wetlands.

During the late fall and winter (October 15 to April 15) use heavy grade mats indicated on drawings for NAG SC250 on all areas noted above plus use lighter grade mats NAG S75 (or mulch and netting) on:
- sideslopes of grassed waterways; and
- moderate slopes (between 8 and 15 percent).

7. TEMPORARY DUST CONTROL

To prevent the blowing and movement of dust from exposed soil surfaces, and reduce the presence of dust, use water or calcium chloride to control dusting by preserving the moisture level in the road surface materials.

8. CONSTRUCTION DE-WATERING

a. Water from construction de-watering operations shall be cleaned of sediment before reaching wetlands, water bodies, streams or site boundaries. Utilize temporary sediment basins, erosion control soil filter berms backed by staked hay bales, A Dirt Bag 55" sediment filter bag by ACF Environmental, or other approved Best Management Practices (BMP's).

b. In sensitive areas, near streams or ponds, discharge the water from the de-watering operation into a temporary sediment basin created by a surrounding filter berm of uncompacted erosion control mix immediately backed by staked hay bales (see the site details). Locate the temporary sediment basin at lease 100 feet from the nearest water body, such that the filtered water will flow through undisturbed vegetated soil areas prior to reaching the water body or property line.

C. PERMANENT MEASURES

1. Riprapped Aprons: All storm drain pipe outlets and the inlet and outlet of culverts will have riprap aprons to protect against scour and deterioration.

2. Topsoil, Seed, and Mulch: All areas disturbed during construction, but not subject to other restoration (paving ,riprap, etc.) will be loamed, limed, fertilized, seeded, and mulched.

a. Seeded Preparation: Use stockpiled materials spread to the depths shown on the plans, if available. Approved topsoil substitutes may be used. Grade the site as needed.

b. Seeding will be completed by August 15 of each year. Late season seeding may be done between August 15 and October 15. Areas not seeded or which do not obtain satisfactory growth by October 15, will be seeded with Aroostook Rye or mulched. After November 1, or the first killing frost, disturbed areas will be seeded at double the specified application rates, mulched, and anchored.

PERMANENT SEEDING SPECIFICATIONS

Mixture:	Roadside (lbs/acre)	Lawn (lbs/acre)
Kentucky Bluegrass	20	55
White Clover	5	0
Creeping Red Fescue	20	55
Perennial Ryegrass	5	15

c. Mulch in accordance with specifications for temporary mulching.

d. If permanent vegetated stabilization cannot be established due to the season of the year, all exposed and disturbed areas not to undergo further disturbance are to have dormant seeding applied and be temporarily mulched to protect the site.

3. Ditches and Channels: All ditches on-site will be lined with North American Green S75 erosion control mesh (or an approved equal) upon installation of loam and seed.

D. WINTER CONSTRUCTION AND STABILIZATION

1. Winter excavation and earthwork will be completed so as to minimize exposed areas while satisfactorily completing the project. Limit exposed areas to those areas in which work is to occur during the following 15 days and that can be mulched in one day prior to any snow event. All areas will be considered denuded until the subbase gravel is installed in roadway areas or the areas of future loam and seed have been loamed, seeded, and mulched.

Install any added measures necessary to control erosion/sedimentation. The particular measure used will be dependent upon site conditions, the size of the area to be protected, and weather conditions.

To minimize areas without erosion control protection, continuation of earthwork operations on additional areas will not begin until the exposed soil surface on the area being worked has been stabilized.

2. Natural Resource Protection: During winter construction, a double-row of sediment barriers (i.e., silt fence backed with hay bales or erosion control mix) will be placed between any natural resource and the disturbed area. Projects crossing the natural resource will be protected a minimum distance of 100 feet on either side from the resource.

3. Sediment Barriers: During frozen conditions, sediment barriers may consist of erosion control mix berms or any other recognized sediment barriers as frozen soil prevents the proper installation of hay bales or silt fences.

4. Mulching: All areas will be considered to be denuded until seeded and mulched. Hay and straw mulch will be applied at a rate of twice the normal accepted rate.

Mulch will not be spread on top of snow.

After each day of final grading, the area will be properly stabilized with anchored hay or straw or erosion control matting.

Between the dates of November 1 and April 15, all mulch will be anchored by either mulch netting, emulsion chemical, tracking or wood cellulose fiber.

5. Soil Stockpiling: Stockpiles of soil or subsoil will be mulched for over-winter protection with hay or straw at twice the normal rate or with a 4-inch layer of erosion control mix. This will be done within 24 hours of stocking and re-established prior to any rainfall or snowfall. Any soil stockpiles shall not be placed (even covered with mulch) within 100 feet from any natural resources.

6. Seeding: Dormant seeding may be placed prior to the placement of mulch or erosion control blankets. If dormant seeding is used for the site, all disturbed areas will receive 4 inches of loam and seed at an application rate of three times the rate for permanent seeding. All areas seeded during the winter will be inspected in the spring for adequate catch. All areas insufficiently vegetated (less than 75 percent catch) will be revegetated by replacing loam, seed, and mulch.

If dormant seeding is not used for the site, all disturbed areas will be revegetated in the spring.

7. Maintenance: Maintenance measures will be applied as needed during the entire construction season. After each rainfall, snow storm, or period of thawing and runoff, the site contractor will perform a visual inspection of all installed erosion control measures and perform repairs as needed to ensure their continuous function.

Following the temporary and/or final seeding and mulching, the contractor will, in the spring, inspect and repair any damages and/or bare spots. An established vegetative cover means a minimum of 85 to 90 percent of areas vegetated with vigorous growth.

E. OVER-WINTER CONSTRUCTION EROSION CONTROL MEASURES

1. Stabilization of Disturbed Soil: By October 15, all disturbed soils on areas having a slope less than 15 percent will be seeded and mulched. If the contractor fails to stabilize these soils by this date, then the contractor shall stabilize the soil for late fall and winter, by using either temporary seeding or mulching.

2. Stabilization of Disturbed Slopes: All slopes to be vegetated will be completed by October 15. The owner will consider any area having a grade greater than 15 percent (6.5H:1V) to be a slope. Slopes not vegetated by October 15 will receive one of the following actions to stabilize the slope for late fall and winter:

a. Stabilize the soil with temporary vegetation and erosion control mesh.
b. Stabilize the slope with erosion control mix.
c. Stabilize the slope with stone riprap.

3. Stabilization of Ditches and Channels: All stone-lined ditches and channels to be used to convey runoff through the winter will be constructed and stabilized by November 15. Grass-lined ditches and channels will be complete by September 15. Grass-lined ditches not stabilized by September 15 shall be lined with either sod or riprap.

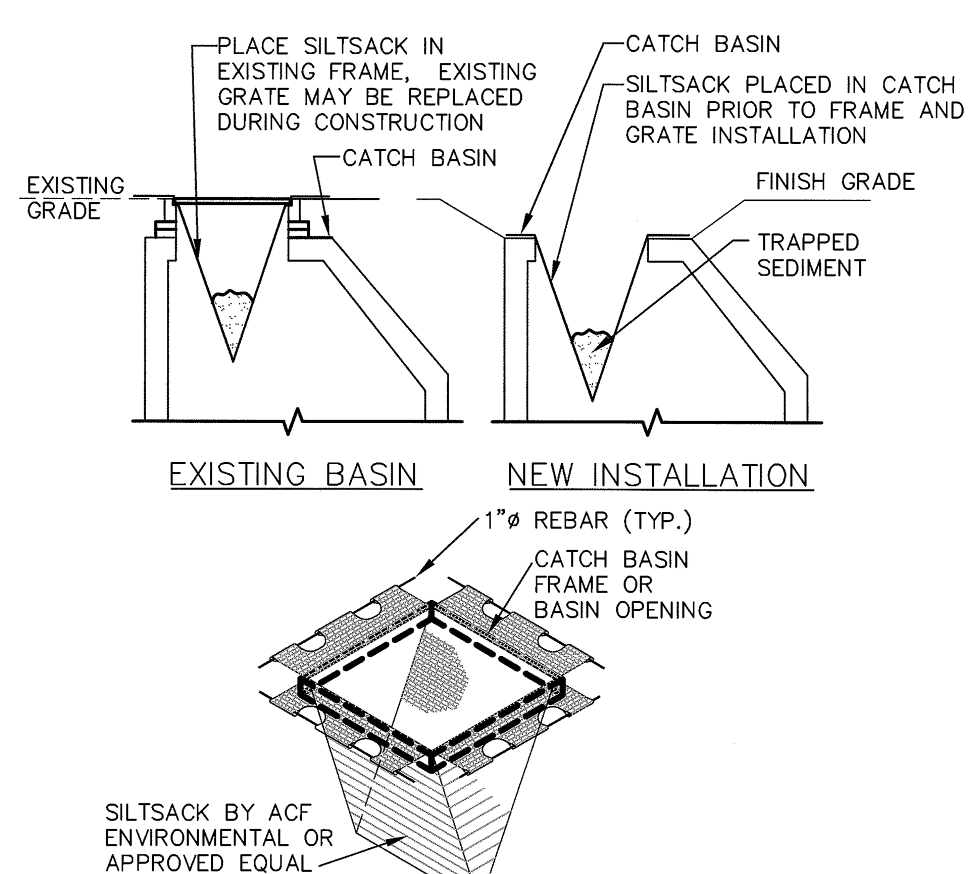
F. MAINTENANCE PLAN

1. Routine Maintenance: Inspection will be performed as outlined in the project's Erosion Control Plan. Inspection will be by a qualified person during wet weather to ensure that the facility performs as intended. Inspection priorities will include checking erosion controls for accumulation of sediments.

G. CONSTRUCTION SEQUENCE

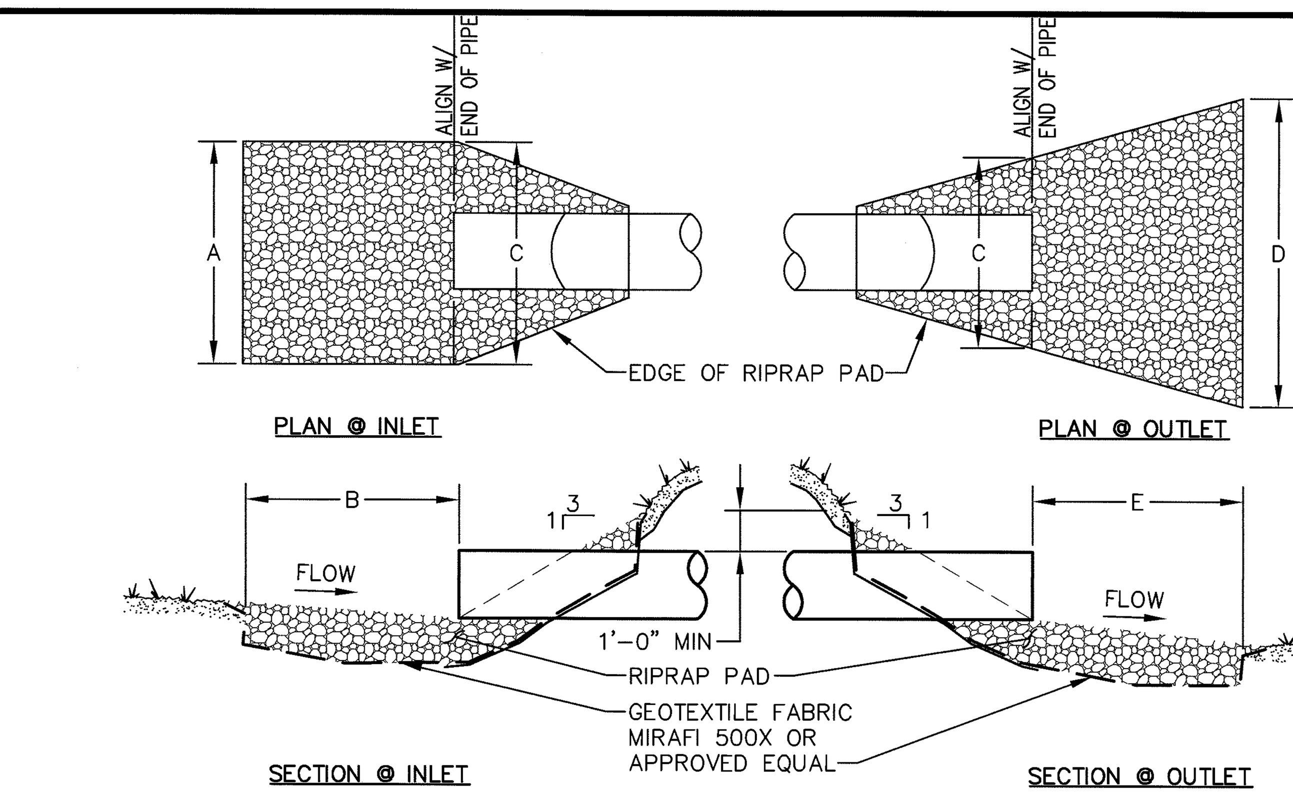
In general, the expected sequence of construction for each phase is provided below. Construction is proposed to start in March 2016 and be complete in December of 2016.

- Site preparation.
- Install temporary erosion control measures.
- Stockpile topsoil onsite.
- Construct stormwater management facilities to be used as sedimentation structures.
- Install culverts, ditches, storm drains, culverts, utilities, and construct subgrade of roadways and parking areas.
- Prepare the building and equipment sites and construct foundations.
- Perform site stabilization (complete roadway and parking area gravel and bituminous pavement; loam, seed, and mulch) and other miscellaneous items (fencing and gates; plantings).
- Clean sediment from temporary collection structures; complete construction of stormwater management structures
- Remove temporary erosion control measures after all disturbed areas are stabilized.



SILTSACK CATCH BASIN PROTECTION

NTS



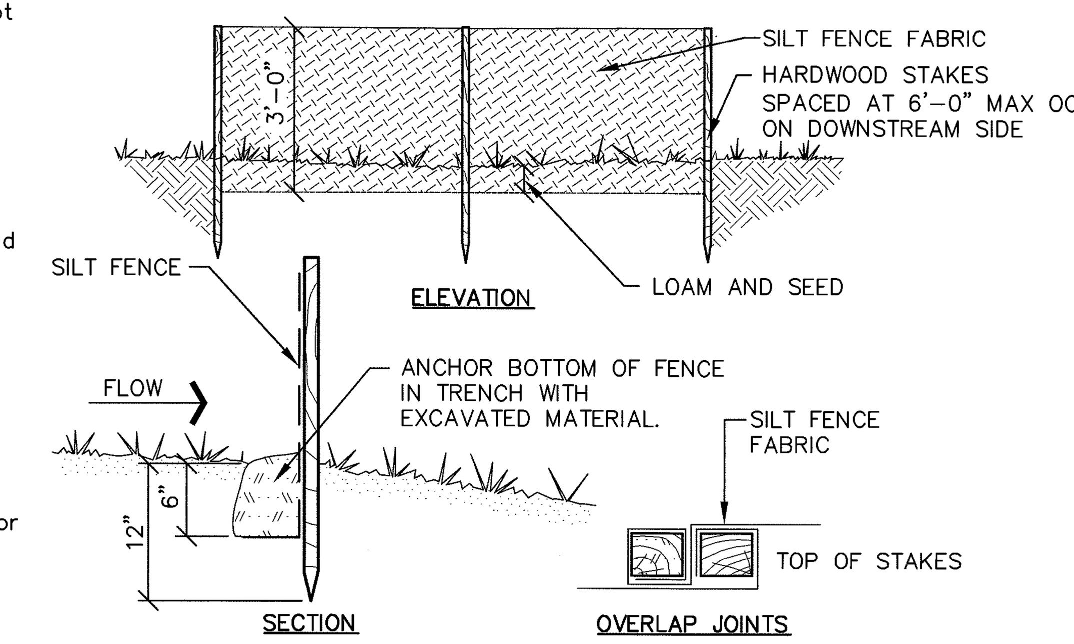
RIPRAP PAD MUST BE INSTALLED WITHIN 48 HOURS OF INSTALLING NEW PIPE OR CULVERT.

PIPE DIA	A	B	C	D	E	PAD DEPTH	D_{50}
12" OR LESS	3 FT.	2 FT.	3 FT.	9 FT.	8 FT.	6"	4"

RIPRAP PAD DIMENSIONS MAY VARY, SEE DWG C-101 FOR HORIZONTAL LAYOUT DIMENSIONS.

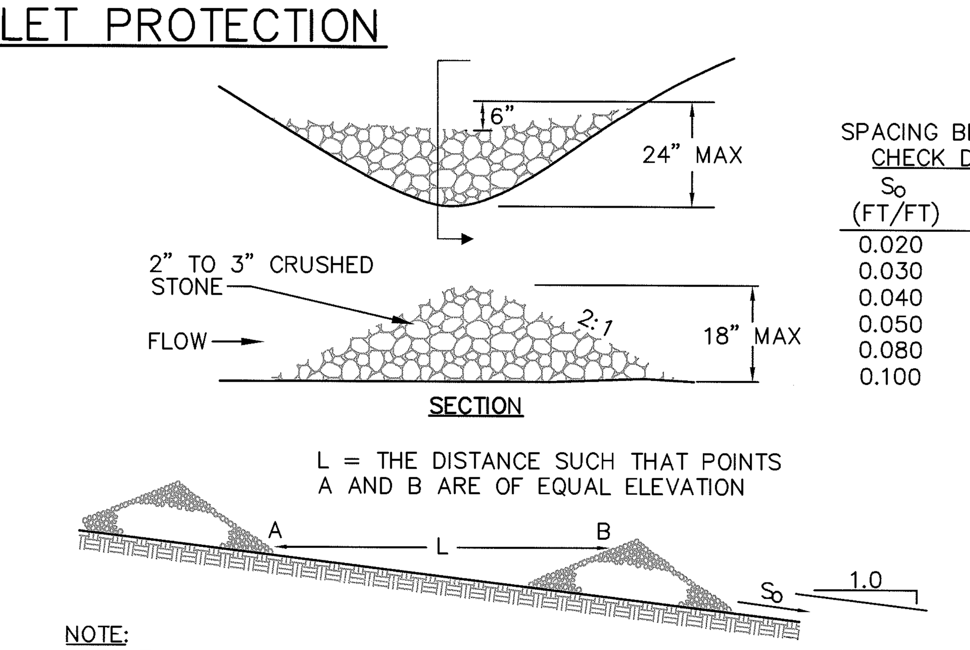
RIPRAP INLET/OUTLET PROTECTION

NTS



SILT FENCE

NTS

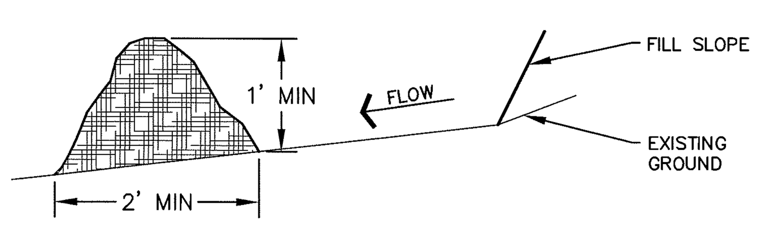


SPACING BETWEEN CHECK DAMS	
S_o (FT/FT)	L (FT)
0.020	75
0.030	50
0.040	40
0.050	30
0.080	20
0.100	10

NOTE:
USE AT ALL NEWLY CONSTRUCTED GRASS LINED DITCHES AS A TEMPORARY EROSION CONTROL MEASURE AND WHERE OTHERWISE NOTED ON PLANS.

STONE CHECK DAM

NTS



NOTES:

1. EROSION CONTROL MIX CAN BE MANUFACTURED ON OR OFF THE SITE. IT MUST CONSIST PRIMARILY OF ORGANIC MATERIAL SEPARATED AT THE POINT OF GENERATION, AND MAY INCLUDE: SHREDDED BARK, STUMP GRINDINGS, COMPOSTED BARK, OR FLUME GRIT AND FRAGMENTED WOOD GENERATED FROM WATER-FLUME LOG HANDLING SYSTEMS.
WOOD CHIPS, GROUND CONSTRUCTION DEBRIS, REPROCESSED WOOD PRODUCTS OR BARK CHIPS WILL NOT BE ACCEPTABLE AS THE ORGANIC COMPONENT OF THE MIX.
EROSION CONTROL MIX SHALL CONTAIN A WELL-GRADED MIXTURE OF PARTICLE SIZES AND MAY CONTAIN ROCKS LESS THAN 4" IN DIAMETER.
EROSION CONTROL MIX MUST BE FREE OF REFUSE, PHYSICAL CONTAMINANTS, AND MATERIAL TOXIC TO PLANT GROWTH.
THE MIX COMPOSITION SHALL MEET THE FOLLOWING STANDARDS:
   A. ORGANIC MATERIAL: BETWEEN 20% – 100% (DRY WEIGHT BASIS)
   B. PARTICLE SIZE: BY WEIGHT, 100% PASSING 6" SCREEN, 70–85% PASSING 0.75" SCREEN
   C. THE ORGANIC PORTION NEEDS TO BE FIBROUS AND ELONGATED.
   D. LARGE PORTIONS OF SILTS, CLAYS OR FINE SANDS ARE NOT ACCEPTABLE IN THE MIX.
   E. SOLUBLE SALTS CONTENT SHALL BE LESS THAN 4.0 MMHOS/CM.
   F. PH: 5.0 – 8.0

2. ON SLOPES LESS THAN 5% OR AT THE BOTTOM OF SLOPES 2:1 OR LESS UP TO 20 FEET LONG, THE BARRIER MUST CONFORM TO THE ABOVE DIMENSIONS. ON THE LONGER OR STEEPER SLOPES, THE BARRIER SHOULD BE WIDER TO ACCOMMODATE THE ADDITIONAL FLOW.

3. THE BARRIER MUST BE PLACED ALONG A RELATIVELY LEVEL ELEVATION. IT MAY BE NECESSARY TO CUT TALL GRASSES OR WOODY VEGETATION TO AVOID CREATING VOIDS AND BRIDGES THAT WOULD ENABLE FINES TO WASH UNDER THE BARRIER THROUGH THE GRASS BLADES OR PLANT STEMS.

4. LOCATIONS WHERE OTHER BMP'S SHOULD BE USED:
   A. AT LOW POINTS OF CONCENTRATED FLOW
   B. BELOW CULVERT OUTLET APRONS
   C. WHERE A PREVIOUS STAND-ALONE EROSION CONTROL MIX APPLICATION HAS FAILED
   D. AT THE BOTTOM OF STEEP PERIMETER SLOPES THAT ARE MORE THAN 50 FEET FROM TOP TO BOTTOM (LARGE UPGRADIENT WATERSHED)
   E. AROUND CATCH BASINS AND CLOSED STORM DRAIN SYSTEMS.

5. THE EROSION CONTROL MIX BARRIERS SHOULD BE INSPECTED REGULARLY AND AFTER EACH LARGE RAINFALL. REPAIR ALL DAMAGED SECTIONS OF BERM IMMEDIATELY BY REPLACING OR ADDING ADDITIONAL MATERIAL PLACED ON THE BERM TO THE DESIRED HEIGHT AND WIDTH.

6. IT MAY BE NECESSARY TO REINFORCE THE BARRIER WITH SILT FENCE OR STONE CHECK DAMS IF THERE ARE SIGNS OF UNDERCUTTING OR THE IMPOUNDMENT OF LARGE VOLUMES OF WATER.

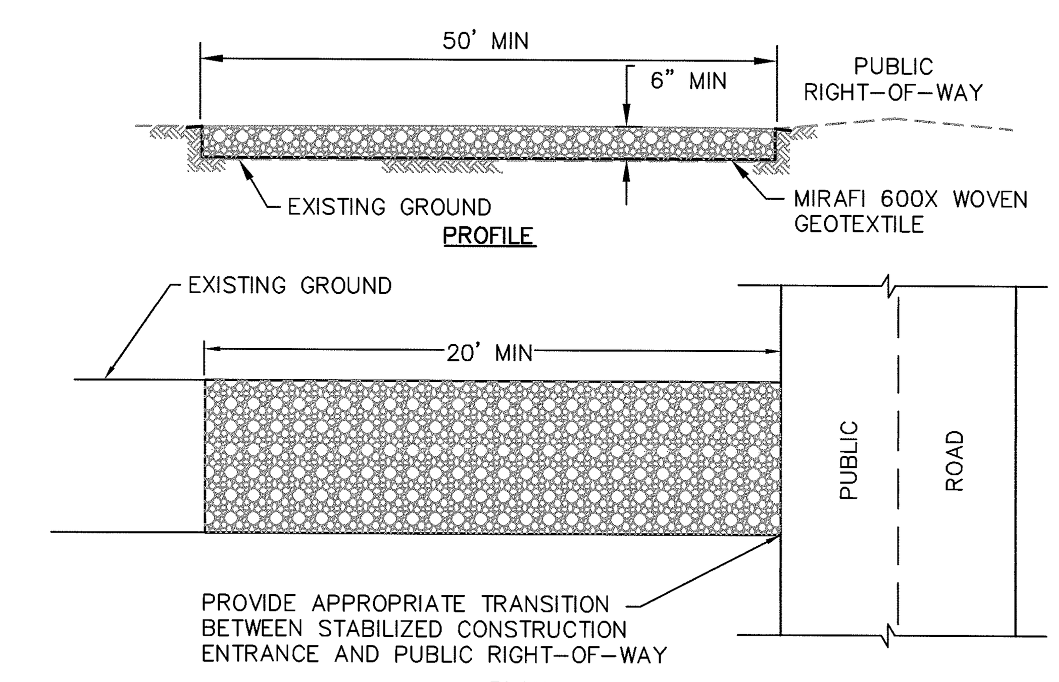
7. SEDIMENT DEPOSITS SHOULD BE REMOVED WHEN THEY REACH APPROXIMATELY ONE-HALF THE HEIGHT OF THE BARRIER.

8. REPLACE SECTIONS OF BERM THAT DECOMPOSE, BECOME CLOGGED WITH SEDIMENT OR OTHERWISE BECOME INEFFECTIVE. THE BARRIER SHOULD BE RESHAPED AS NEEDED.

9. EROSION CONTROL MIX BARRIERS CAN BE LEFT IN PLACE AFTER CONSTRUCTION. ANY SEDIMENT DEPOSITS REMAINING IN PLACE AFTER BARRIER IS NO LONGER REQUIRED SHOULD BE SPREAD TO CONFORM TO THE EXISTING GRADE AND BE SEEDED AND MULCHED. WOODY VEGETATION CAN BE PLANTED INTO THE BARRIERS, OR THEY CAN BE OVER-SEEDED WITH LEGUMES. IF THE BARRIER NEEDS TO BE REMOVED, IT CAN BE SPREAD OUT INTO THE LANDSCAPE.

EROSION CONTROL MIX SEDIMENT BARRIER

NTS



CONSTRUCTION SPECIFICATIONS

NOTES:
1. STONE SIZE – 2" TO 3" STONE OR RECLAIMED OR RECYCLED CONCRETE, OR EQUIVALENT.
2. LENGTH – AS EFFECTIVE, BUT NOT LESS THAN 50 FEET.
3. THICKNESS – NOT LESS THAN SIX (6) INCHES.
4. WIDTH – 10 FEET MINIMUM, OR NOT LESS THAN FULL WIDTH OF ALL POINTS OF INGRESS OR EGRESS.
5. MAINTENANCE – THE ENTRANCE SHALL BE MAINTAINED IN A CONDITION THAT WILL PREVENT TRACKING OR FLOWING OF SEDIMENT ONTO PUBLIC RIGHTS-OF-WAY. THIS MAY REQUIRE PERIODIC REPAIR AND TOP DRESSING WITH ADDITIONAL STONE AS CONDITIONS DEMAND. ALL SEDIMENT SPILLED, DROPPED, WASHED OR TRACKED ONTO PUBLIC RIGHTS-OF-WAY MUST BE REMOVED IMMEDIATELY.

STABILIZED CONSTRUCTION ENTRANCE/EXIT

NTS

REV.	BY	DATE	STATUS
	DPD	3/16	ISSUED FOR CITY REVIEW
	DPD	1/16	ISSUED FOR CITY REVIEW

STATE OF MAINE
GUY H. COTE, JR.
No. 5144
3/1/16
LICENSED PROFESSIONAL ENGINEER

4 UNIT CONDO BUILDING
5 & 9 ROMASCO LANE
LEGACY 18 DEVELOPMENT, INC.
PORTLAND, MAINE

EROSION CONTROL NOTES AND DETAILS

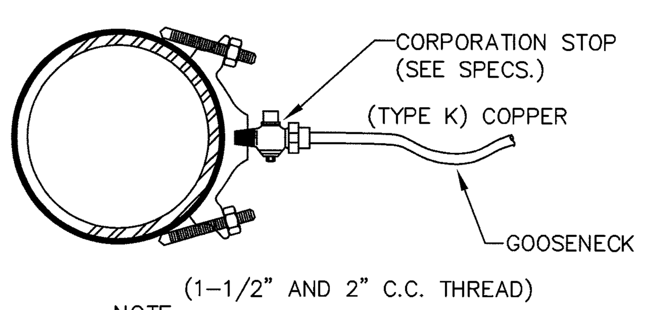
SME
Sevee & Maher Engineers, Inc.
ENVIRONMENTAL • CIVIL • GEOTECHNICAL • WATER • COMPLIANCE
4 Blanchard Road, PO Box 85A, Cumberland Center, Maine 04021
Phone 207.829.5016 • Fax 207.829.5692 • www.smemaine.com

DESIGN BY: DPD
DRAWN BY: JRL
DATE: 4/27/2015
CHECKED BY:
LMN: NONE
CTB: SME-STD

JOB NO. 15210.00 DWG FILE DETAILS

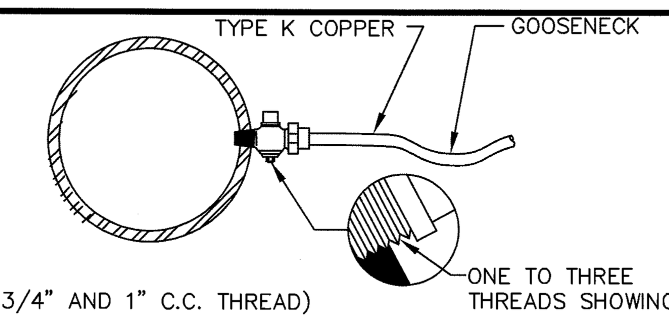
C-300

\\Nserver\cfs\Klenicki Design\5 Romasco Lane\Acad\Plans\DETAILS.dwg, 3/1/2016 8:10:52 AM, jrl



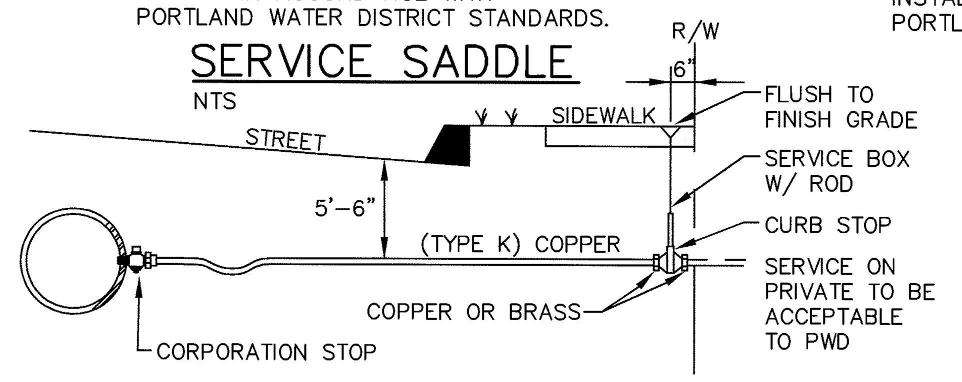
NOTE:
INSTALL IN ACCORDANCE WITH PORTLAND WATER DISTRICT STANDARDS.

SERVICE SADDLE
NTS



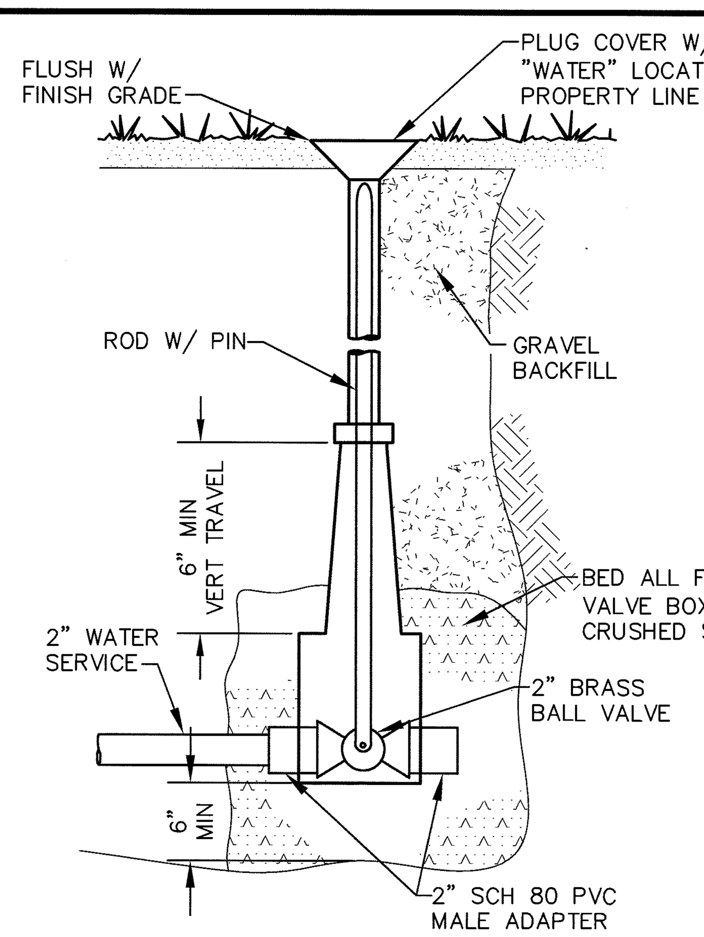
NOTE:
INSTALL IN ACCORDANCE WITH PORTLAND WATER DISTRICT STANDARDS.

SERVICE TAP
NTS



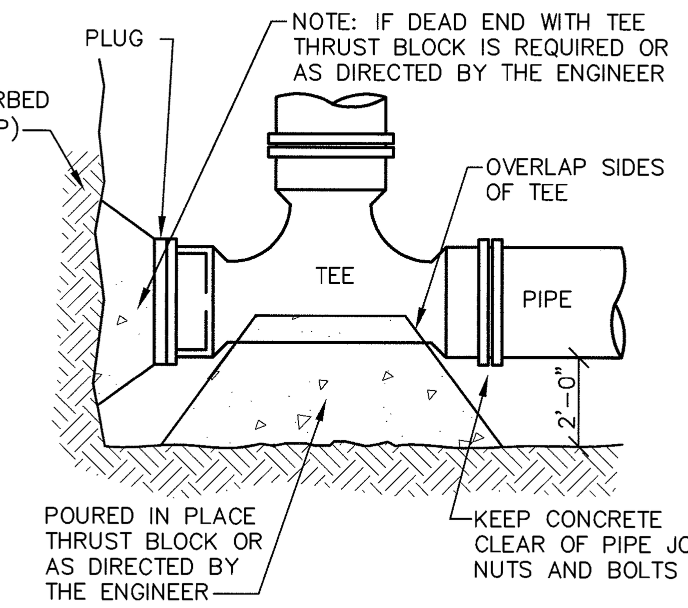
NOTE:
INSTALL IN ACCORDANCE WITH PORTLAND WATER DISTRICT STANDARDS.

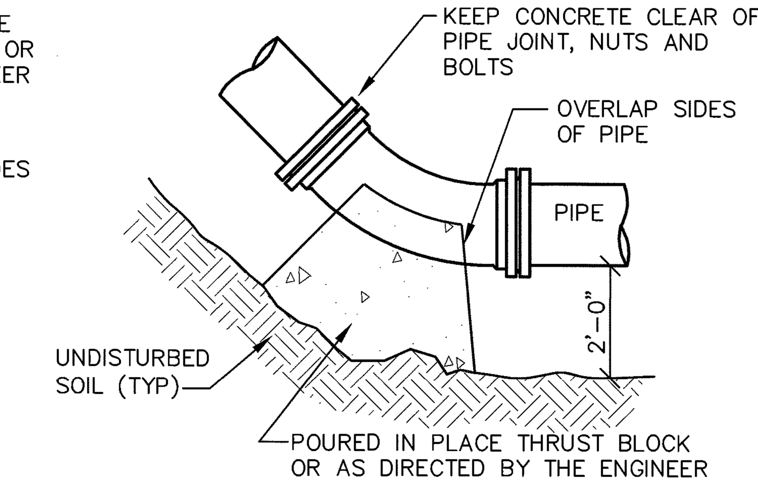
TYPICAL SERVICE CONNECTION



NOTE:
INSTALL IN ACCORDANCE WITH PORTLAND WATER DISTRICT STANDARDS.

WATERMAIN CURB STOP SECTION
NTS





STANDARD TEE BLOCKING

THRUST AT FITTINGS IN Lbs. AT 100 Lbs PER SQUARE INCH WATER PRESSURE

PIPE SIZE IN	90° ELBOW	45° ELBOW	VALVES, TEES AND DEAD ENDS
4"	2,600	1,420	1,850
6"	5,400	2,900	3,800
8"	9,300	5,000	6,500
10"	13,900	7,550	10,850
12"	19,700	10,800	13,900

STANDARD BEND BLOCKING

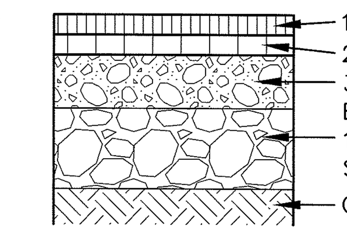
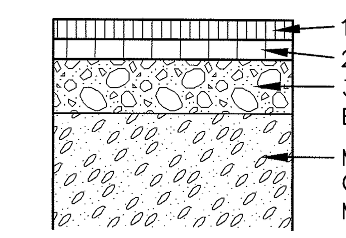
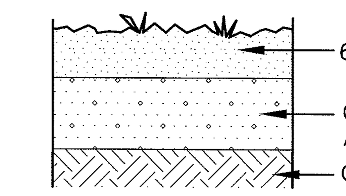
MINIMUM THRUST BLOCK BEARING AREA REQ'D AGAINST UNDISTURBED MATERIAL (SQFT)

PIPE SIZE	90° BEND	TEE	PLUG	45° BEND	22 1/2° AND SMALLER
16"	28	22	20	15	8
12"	16	14	11	9	4
8"	7	6	5	4	2
6"	5	4	3	2	2

1. SIZE OF THRUST BLOCK MAY BE INCREASED BY THE ENGINEER TO MEET SOIL CONDITIONS FOUND DURING CONSTRUCTION.
2. FOR PIPES 6" OR SMALLER USE THRUST BLOCK FOR 6" PIPE.

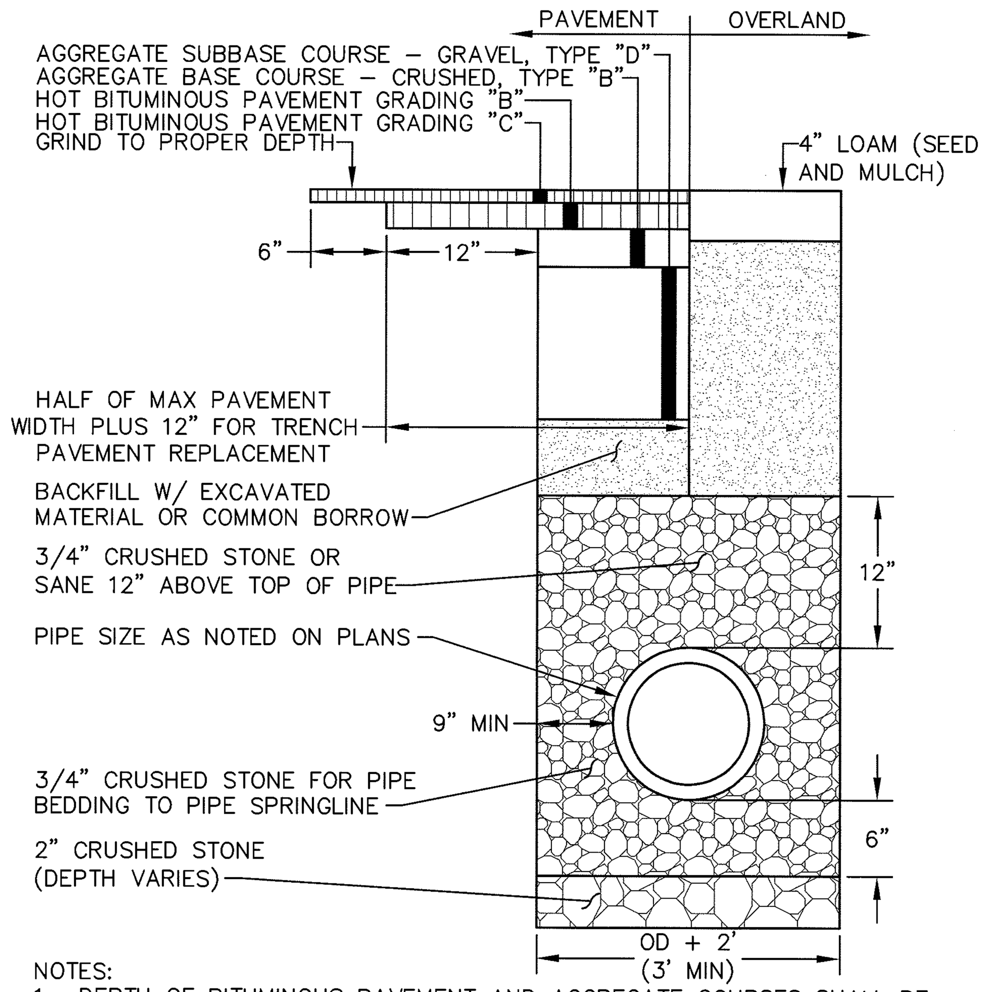
NOTE:
INSTALL IN ACCORDANCE WITH PORTLAND WATER DISTRICT STANDARDS.

THRUST BLOCK DETAIL
NTS

CONSTRUCTION		USE
	1 1/4" HMA MDOT 9.5mm 2 1/4" HMA MDOT 19.0mm 3" COMPACTED AGGREGATE BASE, MDOT 703.06(a) TYPE A 15" COMPACTED AGGREGATE SUBBASE, MDOT 703.06(b) TYPE D COMPACTED SUBGRADE	BITUMINOUS ACCESS ROAD SERVICE AREA PARKING LOT
	1 1/2" HMA MDOT 9.5mm 2" HMA MDOT 19.0mm 3" COMPACTED AGGREGATE BASE, MDOT 703.06(a) TYPE A MATCH EXISTING THICKNESS COMPACTED AGGREGATE SUBBASE MDOT 703.06 (c) TYPE F	BITUMINOUS ST. LAWRENCE STREET REPAIR
	6" TOPSOIL, NO STONES OVER 3/4" DIA. GRANULAR MATERIAL IN FILL AREAS COMPACTED SUBGRADE	GRASS ALL DISTURBED AREAS

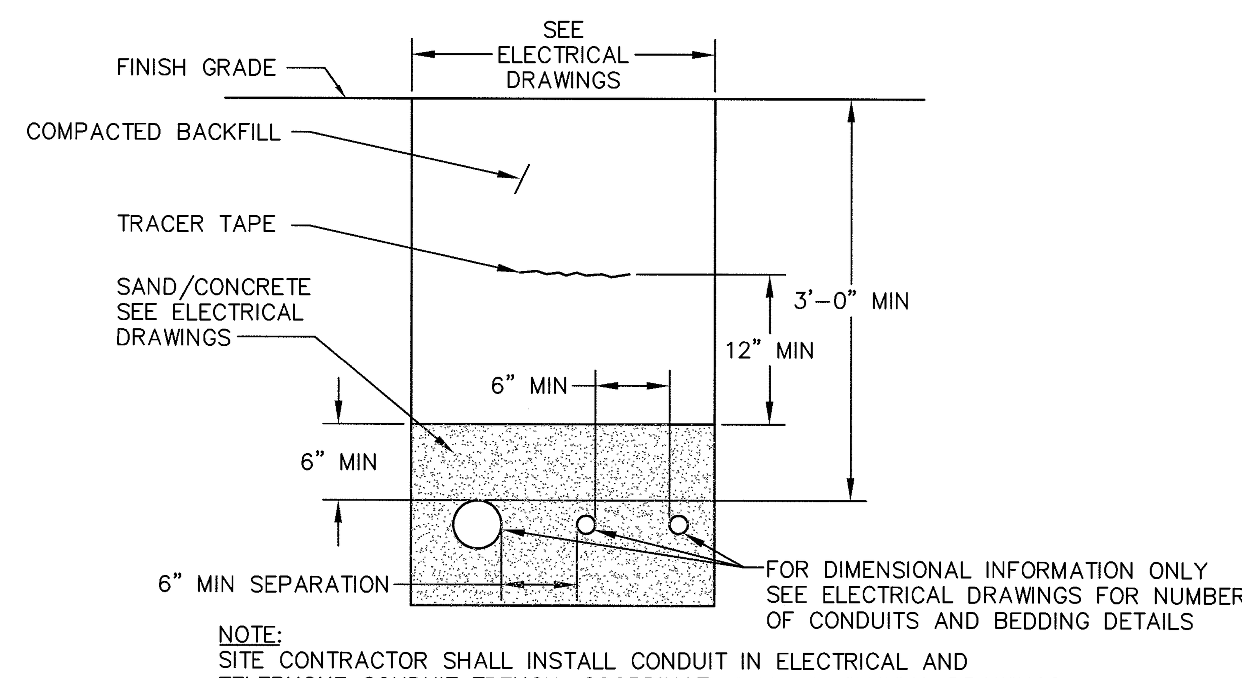
NOTES:
1. HMA = HOT MIX ASPHALT
   MDOT = MAINE DEPARTMENT OF TRANSPORTATION.
2. ALL COURSE THICKNESS AFTER FINAL COMPACTION.
3. SEE LANDSCAPE PLANS FOR SIDEWALK AND PATIO DETAILS

SCHEDULE OF SURFACE FINISHES
NTS



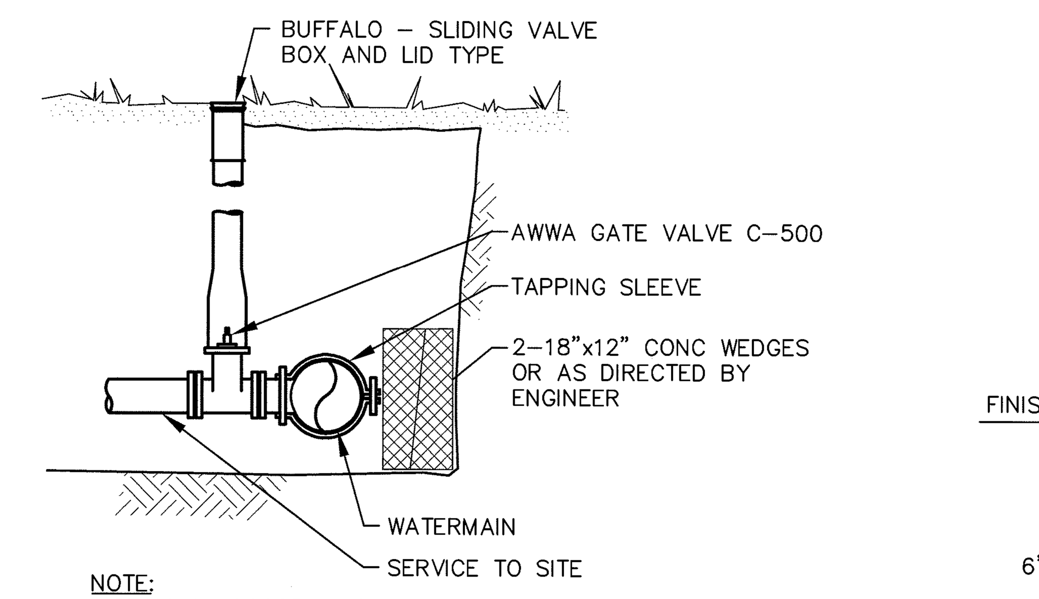
NOTES:
1. DEPTH OF BITUMINOUS PAVEMENT AND AGGREGATE COURSES SHALL BE DETERMINED BY STREET CLASSIFICATION.
2. ANY ALTERNATE TRENCHING OR PAYMENT METHODS SHALL BE APPROVED IN ADVANCE BY THE CITY OF PORTLAND, DEPARTMENT OF PUBLIC SERVICES.

TYPICAL PIPE TRENCH
NTS



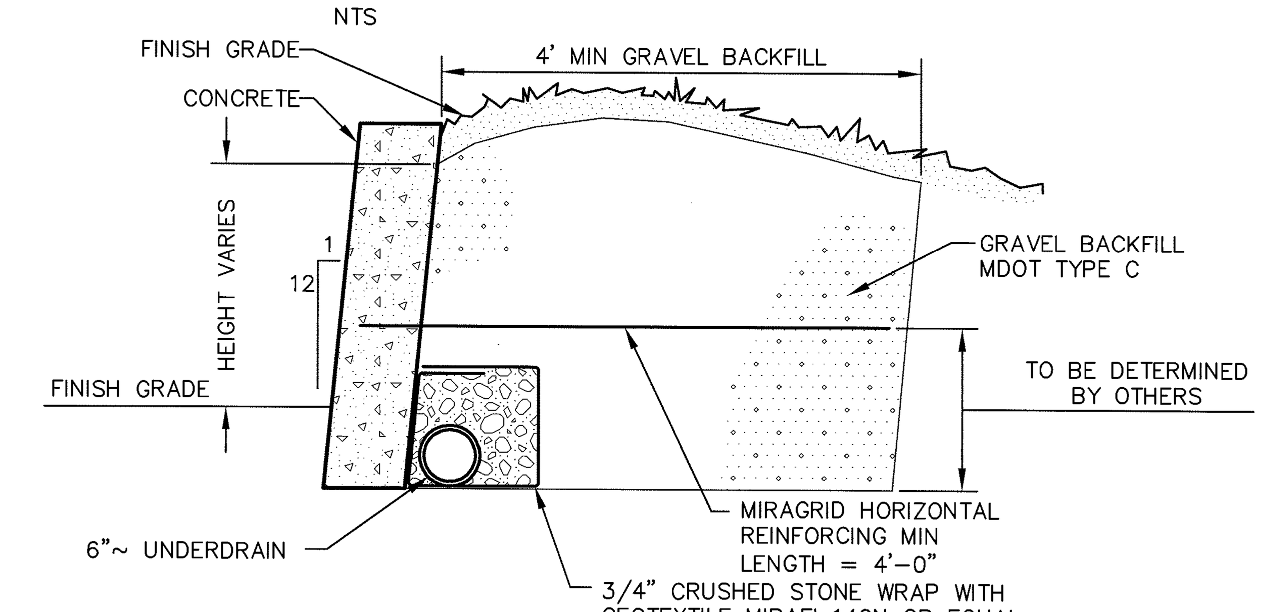
NOTE:
SITE CONTRACTOR SHALL INSTALL CONDUIT IN ELECTRICAL AND TELEPHONE CONDUIT TRENCH. COORDINATE WITH ELECTRICAL DRAWINGS.

UNDERGROUND ELECTRICAL & TELEPHONE CONDUIT TRENCH
NTS



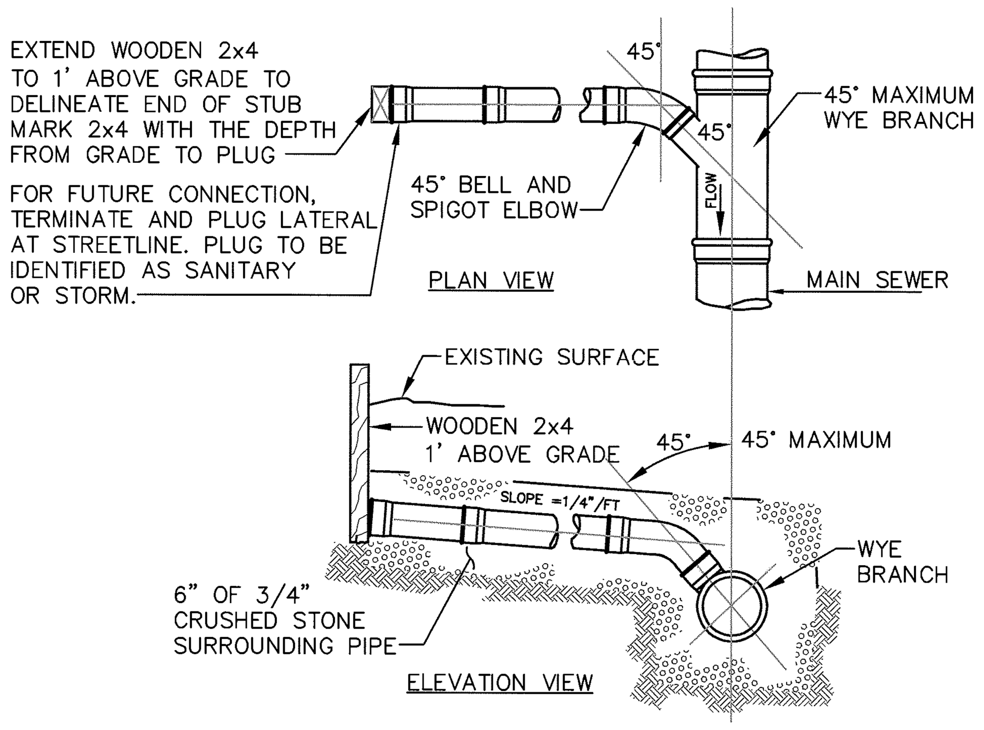
NOTE:
INSTALL IN ACCORDANCE WITH PORTLAND WATER DISTRICT STANDARDS.

TYPICAL TAPPING SLEEVE AND GATE VALVE
NTS

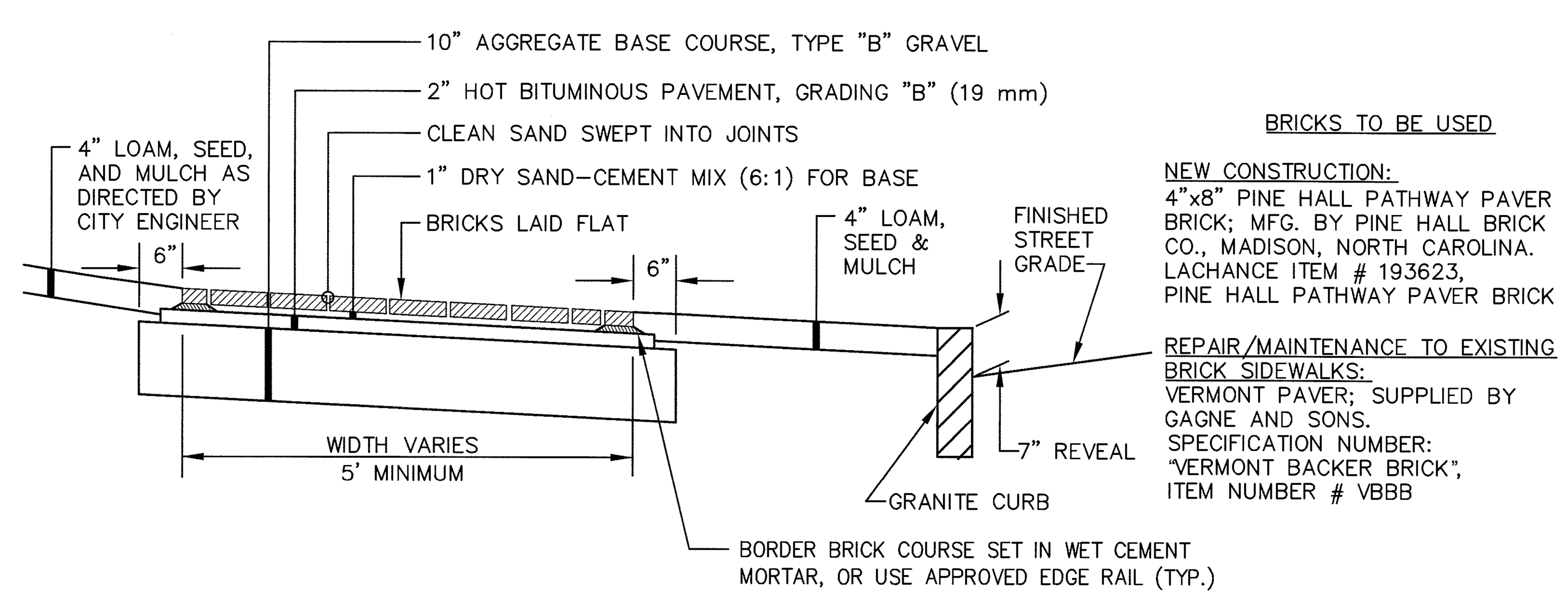


NOTE:
CONTRACTOR SHALL PROVIDE STAMPED ENGINEERING DESIGN PLANS AND CALCULATIONS FOR REVIEW BY ARCHITECT PRIOR TO CONSTRUCTION. ALL WALL DESIGNS TO BE REVIEWED BY OWNERS GEOTECHNICAL ENGINEER FOR GLOBAL STABILITY PRIOR TO SUBMITTING PLANS AND DESIGN TO ARCHITECT.

CONCRETE RETAINING WALL
NTS



TYPICAL LATERAL TEE/WYE CONNECTION
NTS

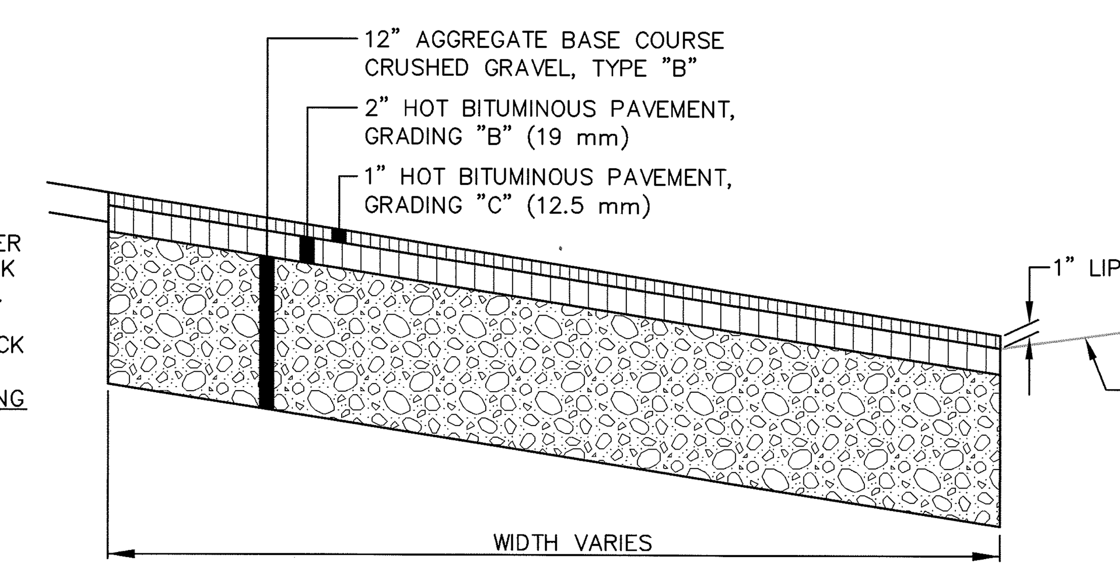


BRICKS TO BE USED

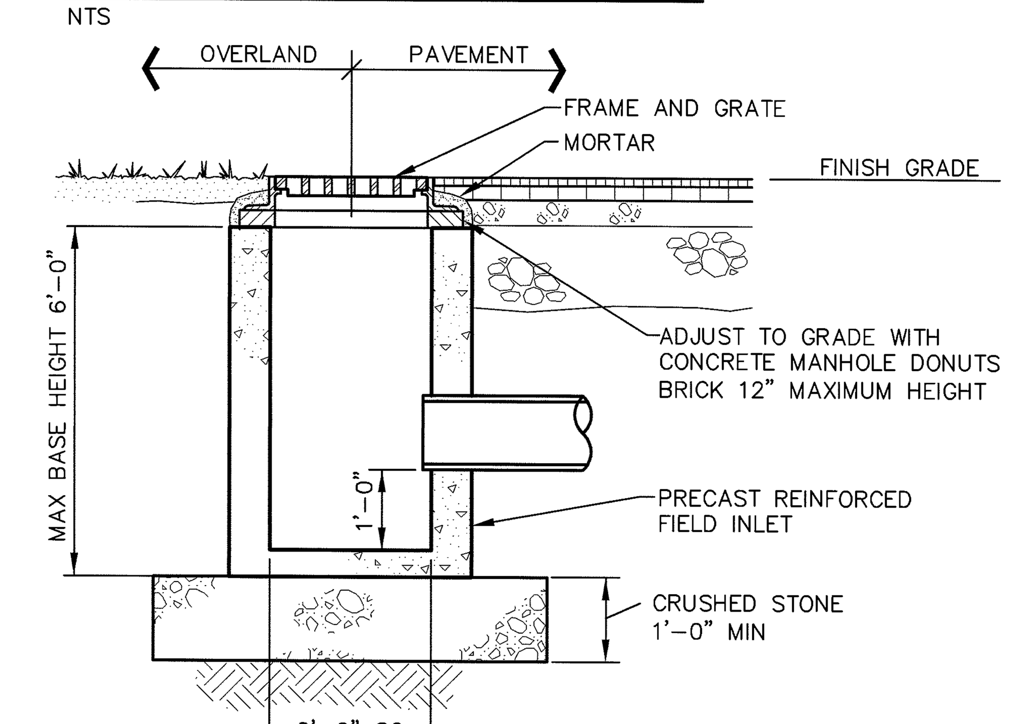
NEW CONSTRUCTION:
4"x8" PINE HALL PATHWAY PAVER BRICK; MFG. BY PINE HALL BRICK CO., MADISON, NORTH CAROLINA. LACHANCE ITEM # 193623, PINE HALL PATHWAY PAVER BRICK

REPAIR/MAINTENANCE TO EXISTING BRICK SIDEWALKS:
VERMONT PAVER; SUPPLIED BY GAGNE AND SONS. SPECIFICATION NUMBER: "VERMONT BACKER BRICK", ITEM NUMBER # VBBB

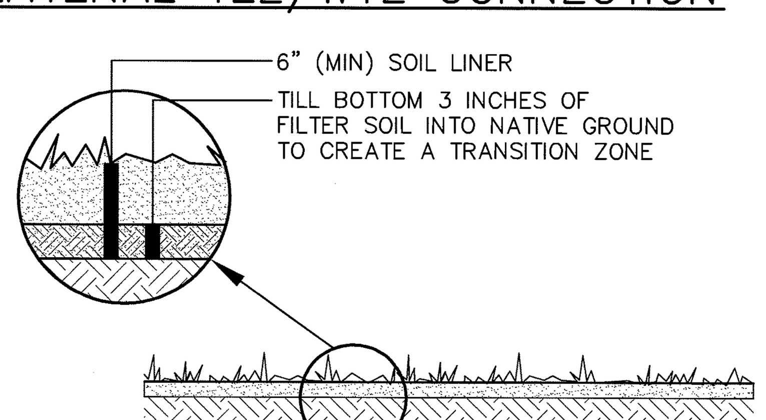
BRICK SIDEWALK WITH BITUMINOUS BASE
NTS



BITUMINOUS DRIVEWAY APRON
NTS



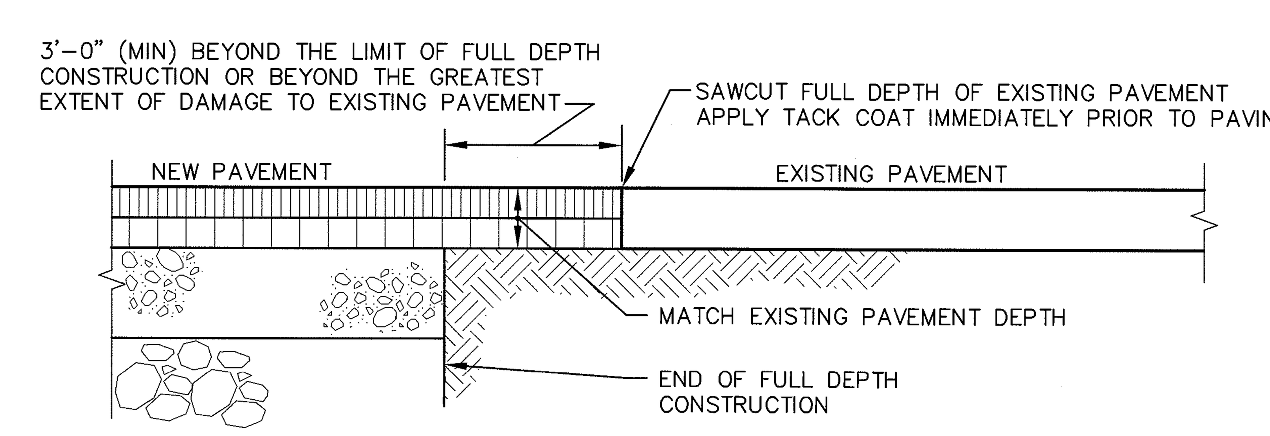
FIELD INLET DETAIL
NTS



1. CONSTRUCT THE INFILTRATION BASIN AFTER THE AREA THAT DRAINS TO IT IS STABILIZED WITH EROSION CONTROL MEASURES THAT WILL PREVENT SEDIMENT FROM REACHING THE BASIN.
2. GRADE THE INFILTRATION BASIN BOTTOM SO THAT IT IS LEVEL AND AT THE ELEVATIONS SHOWN ON THE PLAN AND SECTIONS.
3. PLACE 3" OF SOIL LINER OVER THE POND BOTTOM, TILL INTO EXISTING SOIL TO CREATE A TRANSITION ZONE. DO NOT COMPACT. PLACE AN ADDITIONAL 3" OF THE SOIL LINER OVER THE TRANSITION ZONE. THE LINER SHALL BE PLACED AND GRADED WITH AN EXCAVATOR. DO NOT OPERATE HEAVY EQUIPMENT ON THE LINER, SHAPE THE SURFACE OF THE LINER TO THE LINE, GRADE AND CROSS SECTION SPECIFIED WITH THE FINISH SURFACE NOT MORE THAN 1 1/2" ABOVE OR BELOW THE SPECIFIED GRADE. SOIL LINER TO BE A SOIL WITH A PERMEABILITY OF 1.50 INCHES PER HOUR. LINER SHALL CONTAIN NO STONES LARGER THAN 3" IN GREATEST DIMENSION.
4. SUBMIT SAMPLES OF THE LINER SOIL TO THE UNIVERSITY OF MAINE SOIL TESTING LABORATORY (OR OTHER SIMILAR LABORATORY) FOR PERMEABILITY TESTING AT VARIOUS DENSITIES AND RECOMMENDED LIMESTONE AND FERTILIZER RATES.
5. APPLY LIMESTONE AND FERTILIZER OVER THE LINER AND BASIN SIDESLOPES ACCORDING TO THE SOIL TEST RECOMMENDATIONS USING LIGHT SPREADING EQUIPMENT. WORK LIME AND AND FERTILIZER INTO SOIL TO A DEPTH OF 4 INCHES USING LIGHT EQUIPMENT.
6. APPLY SEED UNIFORMLY BY HAND, CYCLONE SEEDER, DRILL OR HYDROSEEDER (SLURRY INCLUDING SEED AND FERTILIZER). HYDROSEEDINGS, WHICH INCLUDE MULCH, MAY BE LEFT ON THE SOIL SURFACE. INCREASE SEEDING RATE 10% IF HYDROSEEDING, USE THE FOLLOWING SEED MIX:

SEED MIXTURE	LBS / ACRE	LBS / 1000 SF
CREEPING RED FESCUE (PENNLAWN, ENSYLVA, WINTERGREEN)	20	.46
RED TOP	2	.05
TALL FESCUE (KENTUCKY 31)	20	.46
TOTAL	42	.97

BACKYARD INFILTRATION SECTION
NTS



PAVEMENT CUTTING & MATCHING SECTION
NTS

REV.	BY	DATE	STATUS
	DPD	3/16	ISSUED FOR CITY REVIEW
	DPD	1/16	ISSUED FOR CITY REVIEW

STATE OF MAINE ... H. COTE, JR. No. 5144 LICENSED PROFESSIONAL ENGINEER 3/1/16

4 UNIT CONDO BUILDING
5 & 9 ROMASCO LANE
LEGACY 18 DEVELOPMENT, INC.
PORTLAND, MAINE

SECTIONS AND DETAILS

SME
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ENVIRONMENTAL • CIVIL • GEOTECHNICAL • WATER • COMPLIANCE
4 Blanchard Road, PO Box 85A, Cumberland Center, Maine 04021
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DESIGN BY: DPD
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CHECKED BY:
LMN: NONE
CTB: SME-STD

JOB NO. 15210.00 DWG FILE DETAILS

C-301

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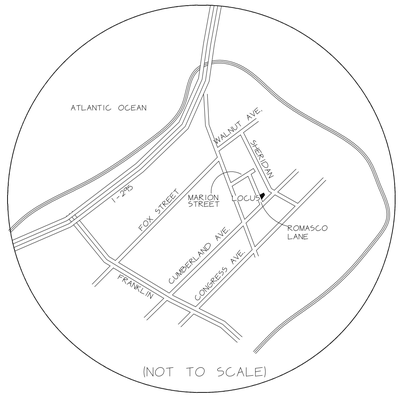
LOCATION SKETCH



(NOT TO SCALE)

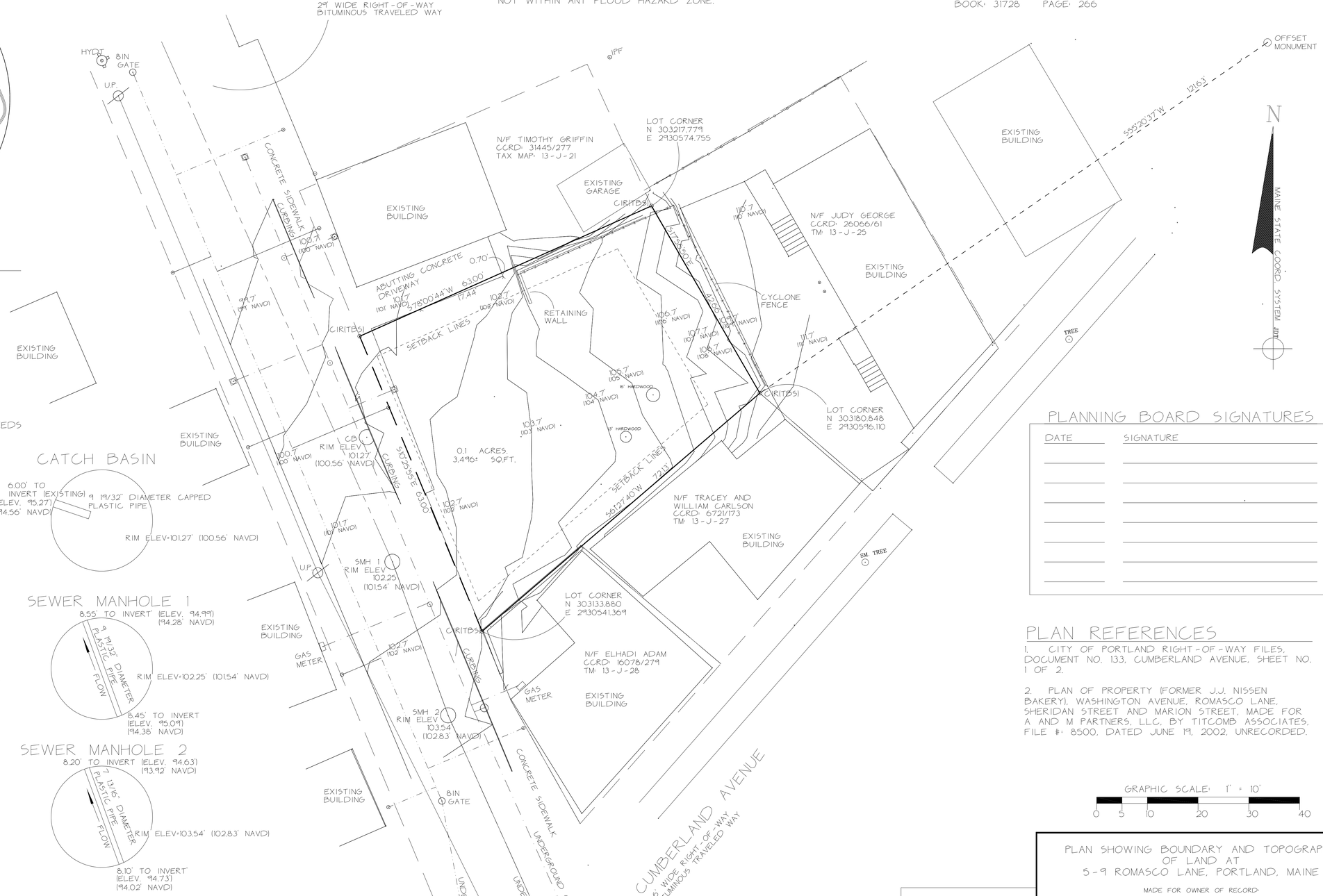
NOTES

1. ELEVATIONS SHOWN ARE GPS DETERMINED AND REFLECT THE NGVD 1929 VERTICAL DATUM.

2. THE LOCUS PROPERY IS SHOWN ON FEMA FLOOD INSURANCE RATE MAP 230051-0014B AND IS NOT WITHIN ANY FLOOD HAZARD ZONE.

LOCUS DEED REFERENCE

CUMBERLAND COUNTY REGISTRY OF DEEDS (CCRD)
BOOK: 31728 PAGE: 266



LEGEND

N/F - NOW OR FORMERLY
TM - TAX MAP
CIRF - CAPPED IRON ROD FOUND
IPF - IRON PIPE FOUND
DH - DRILL HOLE
MON - MONUMENT
CIRS - CAPPED IRON ROD SET
WG - WATER GATE
WM - WATER MAIN
HYDT - FIRE HYDRANT
MN - MAG NAIL
U.P. - UTILITY POLE
CB - CATCH BASIN
SMH - SEWER MANHOLE
CCRD - CUMBERLAND COUNTY REGISTRY OF DEEDS
CIR(TBS) - CAPPED IRON ROD (TO BE SET)

CATCH BASIN

R-6 RESIDENTIAL ZONE

DIMENSIONAL STANDARDS
RESIDENTIAL USE

MINIMUM LOT SIZE:	2,000 SQ.FT.
STREET FRONTAGE:	20 FEET
MAXIMUM LOT COVERAGE:	60%

BUILDING SETBACKS

MINIMUM FRONT YARD: 5 FEET
- OR THE AVERAGE DEPTHS OF ADJACENT FRONT YARDS

MINIMUM REAR YARD: 10 FEET
- 5 FEET FOR ACCESSORY STRUCTURES OF LESS THAN 144 SQ.FT.

MINIMUM SIDE YARD: 5 FEET
- 5 FT, EXCEPT THAT A SIDE YARD IN THE R-6 ZONE MAY BE REDUCED TO ZERO, PROVIDED THAT THE CUMULATIVE SIDE YARD SETBACKS ARE NOT LESS THAN 10 FT. A PERMANENT MAINTENANCE EASEMENT A MINIMUM OF 5 FT, IN WIDTH SHALL BE PROVIDED ON THE PARCEL ADJACENT TO THE LOT LINE WITH THE REDUCED SIDE SETBACK.

PORTIONS OF A STRUCTURE ABOVE 35 FT SHALL BE NO CLOSER THAN 10 FT FROM THE SIDE PROPERTY LINE AND NO CLOSER THAN 15 FEET FROM THE REAR PROPERTY LINE WHEN SUCH PROPERTY LINE ABUTS A RESIDENTIAL ZONE. DOES NOT APPLY TO SIDE YARDS ON SIDE STREETS.

SEWER MANHOLE 1

SEWER MANHOLE 2

PLANNING BOARD SIGNATURES

DATE	SIGNATURE

PLAN REFERENCES

1. CITY OF PORTLAND RIGHT-OF-WAY FILES, DOCUMENT NO. 133, CUMBERLAND AVENUE, SHEET NO. 1 OF 2.

2. PLAN OF PROPERTY (FORMER J.J. NISSEN BAKERY), WASHINGTON AVENUE, ROMASCO LANE, SHERIDAN STREET AND MARION STREET, MADE FOR A AND M PARTNERS, LLC, BY TITCOMB ASSOCIATES, FILE #: 8500, DATED JUNE 19, 2002, UNRECORDED.

GRAPHIC SCALE: 1" = 10'
0 5 10 20 30 40

REVISION NO.	DATE	REVISION PURPOSE

STATE OF MAINE
DAVID L. J. HUGHES
#2234
PROFESSIONAL
LAND SURVEYOR

REVISION NO.

DAVID L.J. HUGHES PLS# 2234

PLAN SHOWING BOUNDARY AND TOPOGRAPHY OF LAND AT
5-9 ROMASCO LANE, PORTLAND, MAINE

MADE FOR OWNER OF RECORD:

JUDY GEORGE

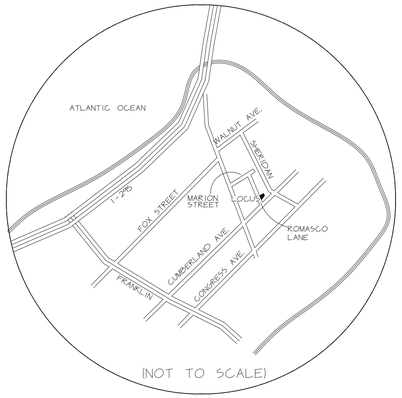
MAILING ADDRESS:
233 SMITH ROAD, WINDHAM, MAINE, 04062

LIVINGSTON-HUGHES
PROFESSIONAL LAND SURVEYING CORPORATION
88 GUINEA ROAD, KENNEBUNKPORT, MAINE 04046

DATE: 11-20-2015	DRAWN: JDT	CHECK: DLJH	FIELD BOOK: 873-22	PROJECT: 115-59

Plan 7

LOCATION SKETCH



(NOT TO SCALE)

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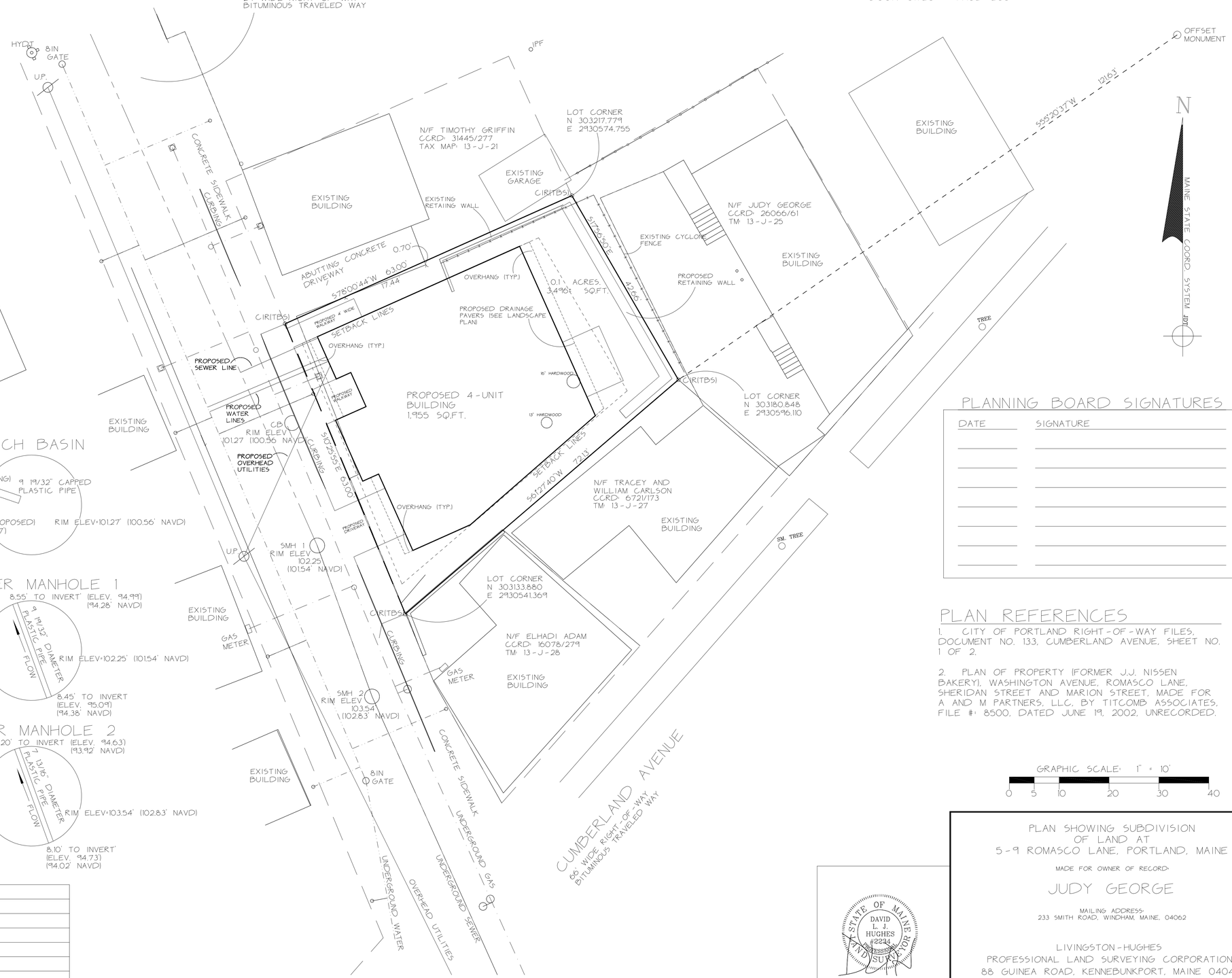
CUMBERLAND COUNTY REGISTRY OF DEEDS (CCRD)
BOOK: 31728 PAGE: 266



LEGEND

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SMH	-	SEWER MANHOLE
CCRD	-	CUMBERLAND COUNTY REGISTRY OF DEEDS
CIR(TBS)	-	CAPPED IRON ROD (TO BE SET)

R-6 RESIDENTIAL ZONE

DIMENSIONAL STANDARDS
RESIDENTIAL USE

MINIMUM LOT SIZE:	2,000 SQ.FT.
STREET FRONTAGE:	20 FEET
MAXIMUM LOT COVERAGE:	60%

BUILDING SETBACKS

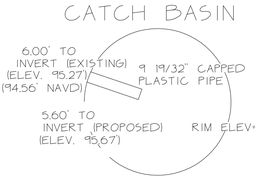
MINIMUM FRONT YARD: 5 FEET
- OR THE AVERAGE DEPTHS OF ADJACENT FRONT YARDS

MINIMUM REAR YARD: 10 FEET
- 5 FEET FOR ACCESSORY STRUCTURES OF LESS THAN 144 SQ.FT.

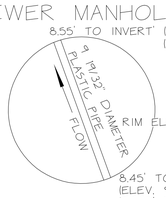
MINIMUM SIDE YARD: 5 FEET
- 5 FT. EXCEPT THAT A SIDE YARD IN THE R-6 ZONE MAY BE REDUCED TO ZERO, PROVIDED THAT THE CUMULATIVE SIDE YARD SETBACKS ARE NOT LESS THAN 10 FT. A PERMANENT MAINTENANCE EASEMENT A MINIMUM OF 5 FT. IN WIDTH SHALL BE PROVIDED ON THE PARCEL ADJACENT TO THE LOT LINE WITH THE REDUCED SIDE SETBACK.

PORTIONS OF A STRUCTURE ABOVE 35 FT SHALL BE NO CLOSER THAN 10 FT FROM THE SIDE PROPERTY LINE AND NO CLOSER THAN 15 FEET FROM THE REAR PROPERTY LINE WHEN SUCH PROPERTY LINE ABUTS A RESIDENTIAL ZONE. DOES NOT APPLY TO SIDE YARDS ON SIDE STREETS.

CATCH BASIN



SEWER MANHOLE 1



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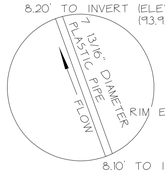


PLANNING BOARD SIGNATURES

DATE	SIGNATURE

PLAN REFERENCES

1. CITY OF PORTLAND RIGHT-OF-WAY FILES, DOCUMENT NO. 133, CUMBERLAND AVENUE, SHEET NO. 1 OF 2.

2. PLAN OF PROPERTY (FORMER J.J. NISSEN BAKERY), WASHINGTON AVENUE, ROMASCO LANE, SHERIDAN STREET AND MARION STREET, MADE FOR A AND M PARTNERS, LLC, BY TITCOMB ASSOCIATES, FILE #: 8500, DATED JUNE 19, 2002, UNRECORDED.

GRAPHIC SCALE: 1" = 10'
0 5 10 20 30 40

REVISION NO.	DATE	REVISION PURPOSE

STATE OF MAINE
DAVID L. J. HUGHES
#2234
PROFESSIONAL
LAND SURVEYOR

PLAN SHOWING SUBDIVISION
OF LAND AT
5-9 ROMASCO LANE, PORTLAND, MAINE

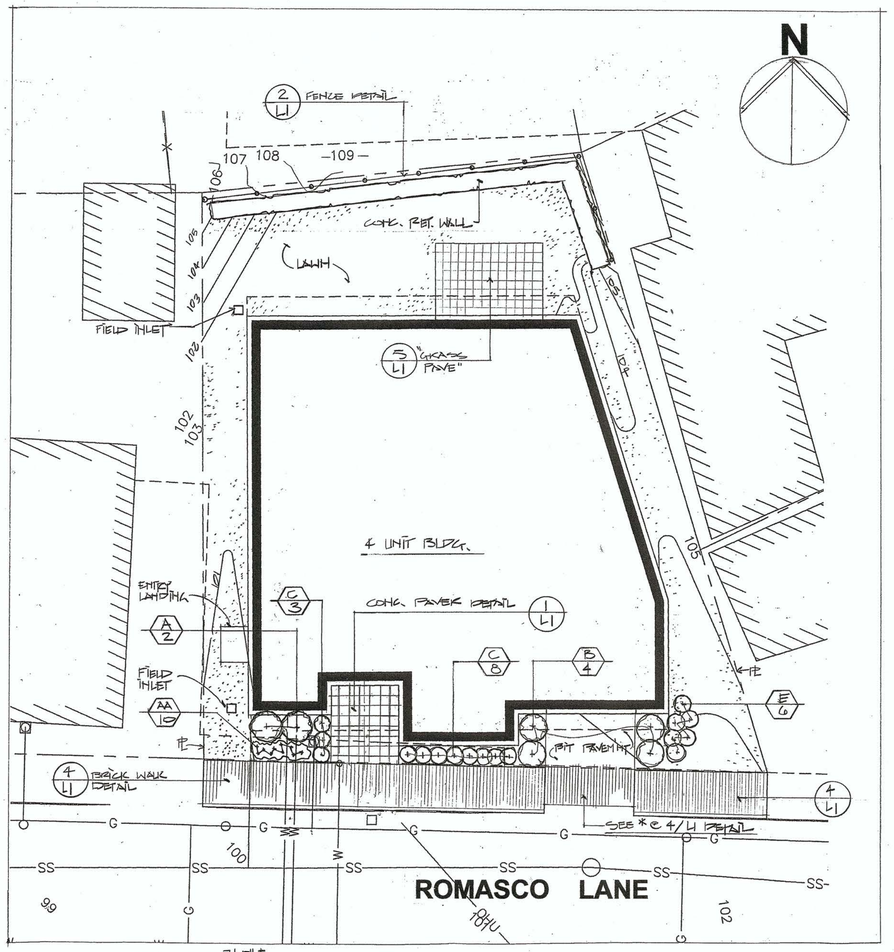
MADE FOR OWNER OF RECORD:

JUDY GEORGE

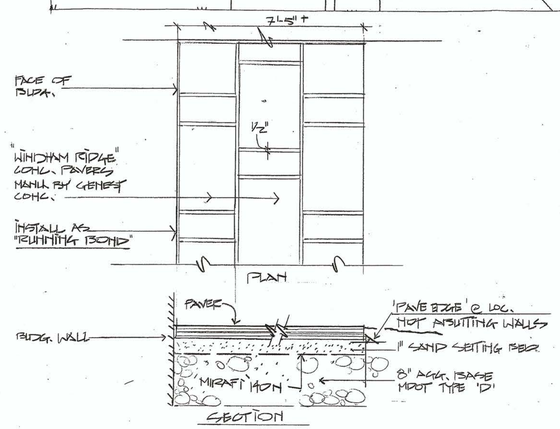
MAILING ADDRESS:
233 SMITH ROAD, WINDHAM, MAINE, 04062

LIVINGSTON-HUGHES
PROFESSIONAL LAND SURVEYING CORPORATION
88 GUINEA ROAD, KENNEBUNKPORT, MAINE 04046

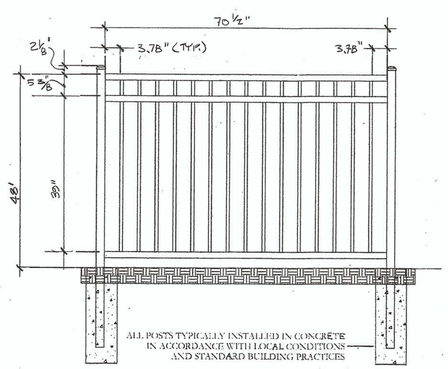
REVISION NO.						
	DAVID L.J. HUGHES	PLS# 2234	DATE: 11-20-2015	DRAWN: JDT	CHECK: DLJH	FIELD BOOK: 873-22	PROJECT: 115-59



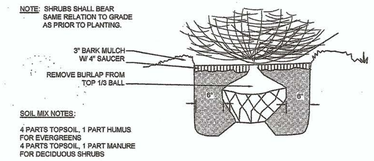
SITE PLAN
1/8 " = 1'-0"



CONCRETE PAVER DETAIL
1/L1
NTS



METAL FENCE DETAIL
2/L1
NTS
'WINDSOR' METAL FENCE MANU. BY JERITH MANU. CO. - TUBULAR STEEL OR ALUM.



SHRUB PLANTING DETAIL
3/L1
NTS

PLANT LIST

SHRUBS

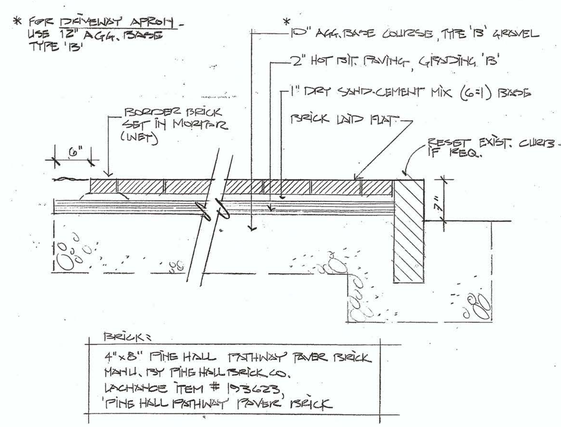
KEY	COMMON & BOTANICAL NAME	SIZE	ROOT	QTY	NOTES
A	SUMMER SNOWFLAKE VIBURNUM V. PLICATUM Var. tomentosum 'Summer Snowflake'	#10	B&B	2	
B	NORTHERN BAYBERRY M. PENSYLVANICA	3' HT.	B&B	4	
C	LITTLE BLUE STEM GRASS SCHIZACHYRIUM SCOPARIUM	——	CONT	11	
E	SWITCH GRASS PANICUM VIRGATUM 'Cheyenne sky'	——	CONT	6	

PERENNIALS

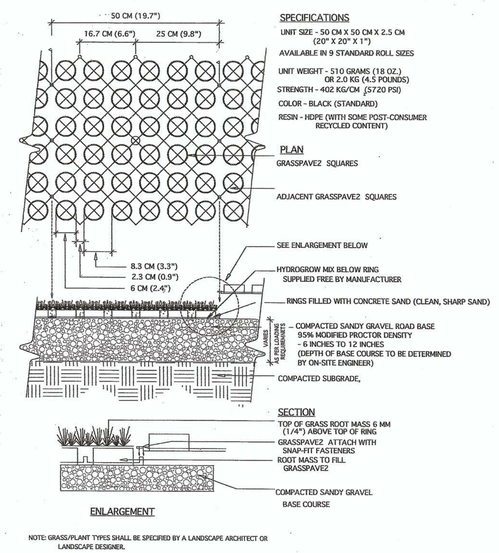
AA	Stella d'Oro DAYLILY HEMEROCALLIS 'Stella d'Oro'	——	——	10	

PLANTING NOTES

1. The contractor shall supply all plants in quantities sufficient to complete the work shown on plan. Any discrepancies between quantities shown on plant list and those required by this drawing shall not entitle contractor to additional remuneration.
2. Any plant substitutions must be approved by the owner, landscape architect and Bath City Arborist.
3. Any tree or shrub which comes over or under any utility shall be relocated on the site by the landscape architect.
4. All lawn areas to have 6" of topsoil unless noted otherwise.
5. All trees and shrubs shall be placed in the designated areas as shown on the plan and before planting shall be approved by the landscape architect.
6. The contractor shall relocate any tree or shrub as directed by the landscape architect.
7. All plant material installed shall meet the specifications of the American Standard for Nursery Stock (latest edition) as set forth by the American Association of Nurserymen.
8. The landscape contractor shall replace or repair to original condition any and all utilities, paving, curbing, preserved and existing plant material, etc., damaged as a result of their operations at no additional cost to the owner.



WALK PAVING DETAIL
4/L1
CITY OF PORTLAND STANDARD



NOTE: GRASS/PLANT TYPES SHALL BE SPECIFIED BY A LANDSCAPE ARCHITECT OR LANDSCAPE DESIGNER.

GRASSPAVE DETAIL
5/L1
NTS

REGISTERED LANDSCAPE ARCHITECT
ANTHONY MUENCH
No. 7
1.21.16
State of Maine

Anthony Muench Landscape Architect
94 Commercial Street Portland, Maine 04101 207.761.6632

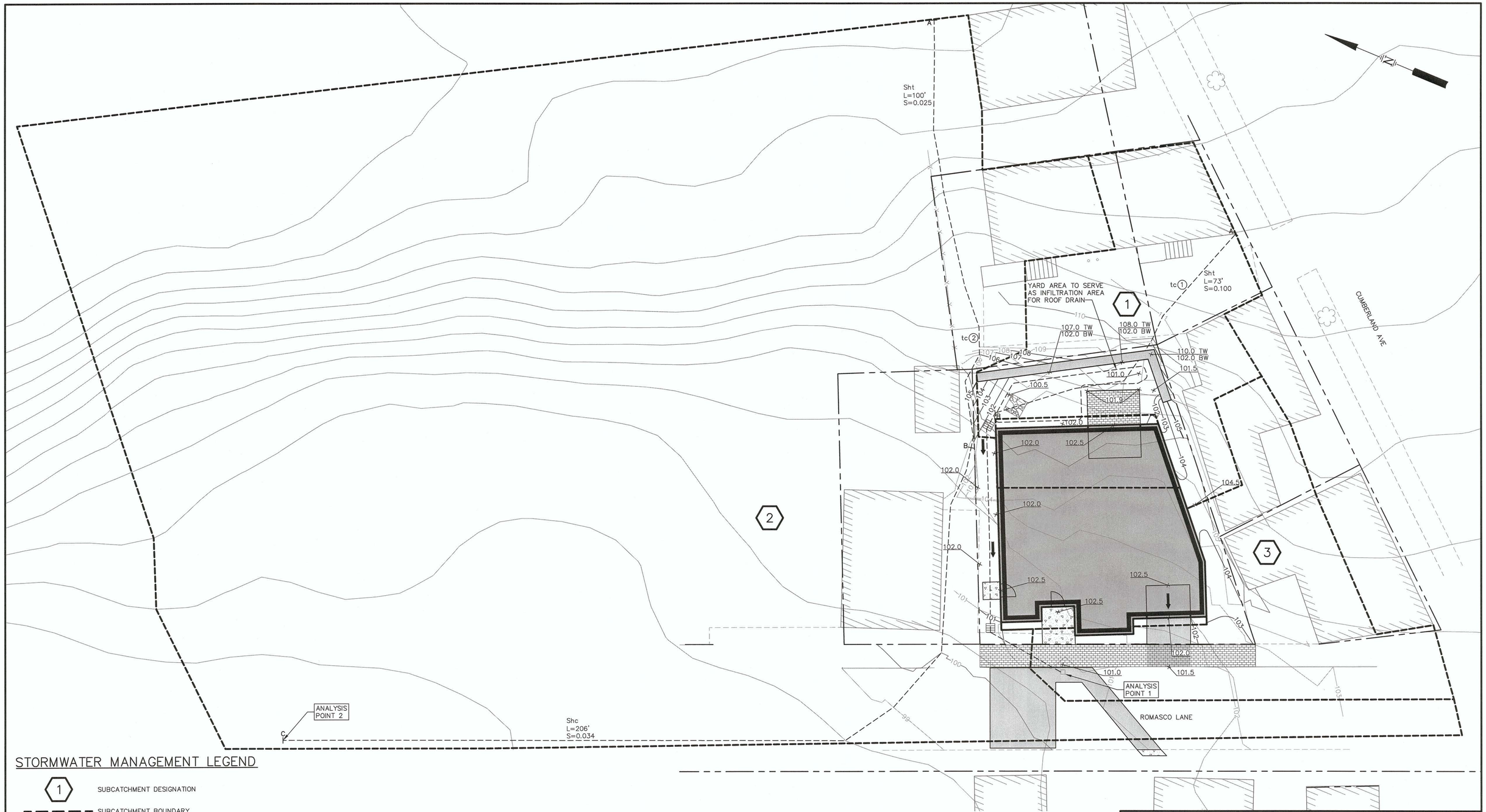
DATE: 1-21-16

SME
Sevee & Maher Engineers, Inc.
ENVIRONMENTAL • CIVIL • GEOTECHNICAL • WATER • COMPLIANCE
4 Blanchard Road, PO Box 85A, Cumberland Center, Maine 04021
Phone 207.829.5016 • Fax 207.829.5692 • www.smemaine.com

4 UNIT CONDO BUILDING
9 & 5 ROMASCO LANE
DAVID KLENICKI
PORTLAND, MAINE

LANDSCAPE PLAN

L-1



STORMWATER MANAGEMENT LEGEND

(1)	SUBCATCHMENT DESIGNATION
— — —	SUBCATCHMENT BOUNDARY
A B C	TIME OF CONCENTRATION SEGMENT DESIGNATION TIME OF CONCENTRATION PATH
Sht L=50' S=0.005	TIME OF CONCENTRATION TYPE, LENGTH AND SLOPE
Sht	SHEET FLOW
Shc	SHALLOW CONCENTRATED FLOW
Cf	CHANNEL FLOW
→	DRAINAGE REACH
R4	REACH DESIGNATION (HYDROCAD)
P9	POND/STRUCTURE DESIGNATION (HYDROCAD)
tc (1)	TIME OF CONCENTRATION WITH SUBCATCHMENT DESIGNATION

5 0 10 20 FEET

NOTE:

1. SITE FEATURES AND TOPOGRAPHY FROM PLAN ENTITLED "BOUNDARY SURVEY AND TOPOGRAPHY" BY LIVINGTON–HUGHES PROFESSIONAL LAND SURVEYING CORP., KENNEBUNKPORT, MAINE, DATED NOVEMBER 20, 2015.
2. EXISTING TOPOGRAPHY FROM MAINE GIS DATA CATALOG, BASED OFF OF LIDAR INFORMATION COLLECTED BETWEEN NOVEMBER 10, 2006 AND SEPTEMBER 5TH, 2007.
3. STANDARD PRACTICE DICTATES THAT PLANS COMPILED IN THIS MANNER SHOULD BE FIELD VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION.

REV.	BY	DATE	STATUS
	DPD	1/16	ISSUED FOR CITY REVIEW

STATE OF MAINE
DAVID P. DUBE JR.
No. 5141
LICENSED
PROFESSIONAL ENGINEER
1/29/16

4 UNIT CONDO BUILDING
5 & 9 ROMASCO LANE
LEGACY 18 DEVELOPMENT, INC.
PORTLAND, MAINE

POST–DEVELOPMENT CONDITIONS STORMWATER MANAGEMENT PLAN

SME
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4 Blanchard Road, PO Box 85A, Cumberland Center, Maine 04021
Phone 207.829.5016 • Fax 207.829.5692 • www.smemaine.com

DESIGN BY:	DPD
DRAWN BY:	JRL
DATE:	11/30/2015
CHECKED BY:	
LMN:	SMP
CTB:	SME–STD

JOB NO. 15210.00 DWG FILE BASE

D–101

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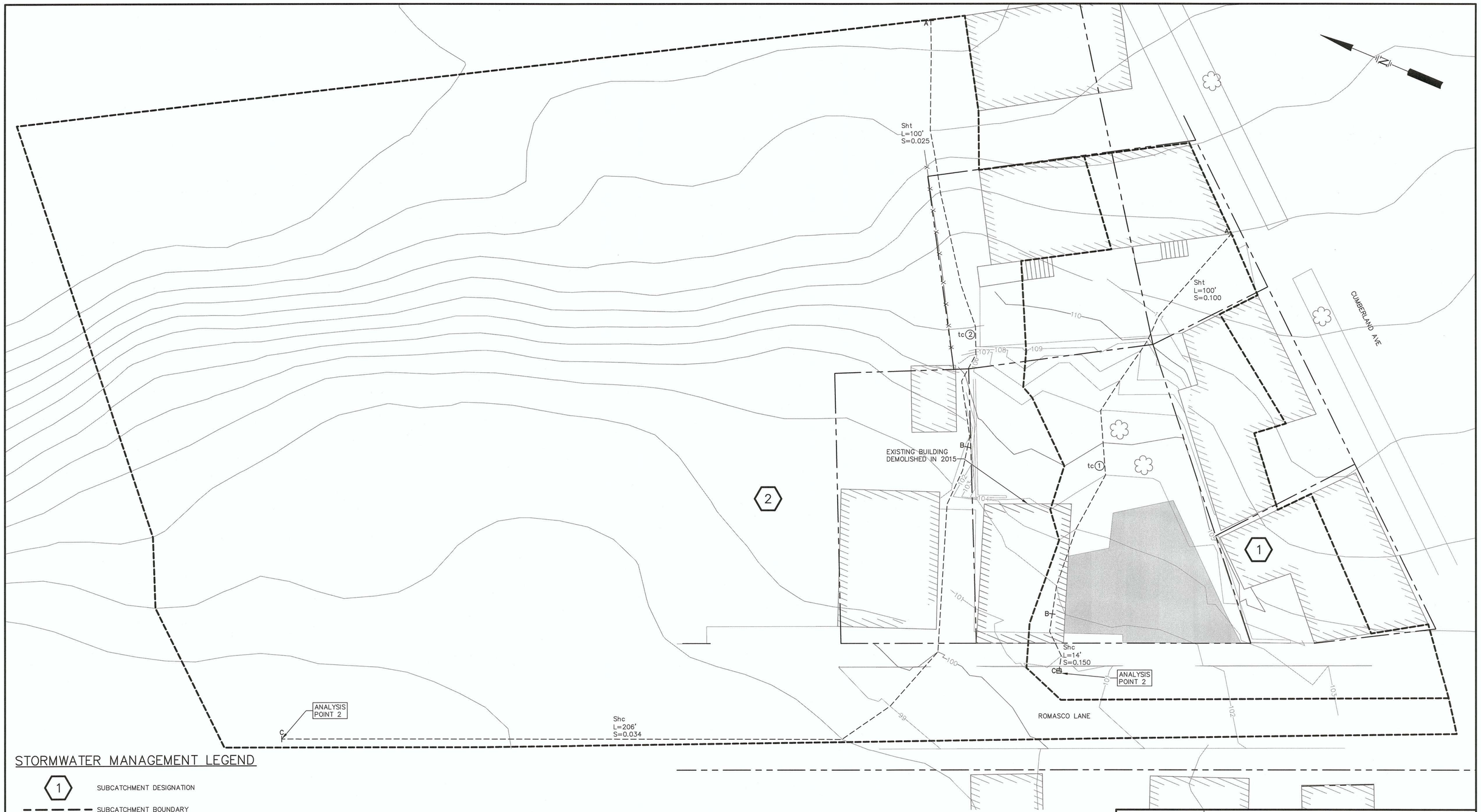

STORMWATER MANAGEMENT LEGEND

(1)	SUBCATCHMENT DESIGNATION
— — —	SUBCATCHMENT BOUNDARY
A — B — C	TIME OF CONCENTRATION SEGMENT DESIGNATION TIME OF CONCENTRATION PATH
Sht L=50' S=0.005	TIME OF CONCENTRATION TYPE, LENGTH AND SLOPE
Sht	SHEET FLOW
Shc	SHALLOW CONCENTRATED FLOW
Cf	CHANNEL FLOW
→	DRAINAGE REACH
R4	REACH DESIGNATION (HYDROCAD)
P9	POND/STRUCTURE DESIGNATION (HYDROCAD)
tc (1)	TIME OF CONCENTRATION WITH SUBCATCHMENT DESIGNATION

5 0 10 20 FEET

NOTE:

1. SITE FEATURES AND TOPOGRAPHY FROM PLAN ENTITLED "BOUNDARY SURVEY AND TOPOGRAPHY" BY LIVINGTON–HUGHES PROFESSIONAL LAND SURVEYING CORP., KENNEBUNKPORT, MAINE, DATED NOVEMBER 20, 2015.
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3. STANDARD PRACTICE DICTATES THAT PLANS COMPILED IN THIS MANNER SHOULD BE FIELD VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION.

REV.	BY	DATE	STATUS
	DPD	1/16	ISSUED FOR CITY REVIEW

STATE OF MAINE
DAVID P. DUBOIS
No. 5123
LICENSED
PROFESSIONAL ENGINEER

4 UNIT CONDO BUILDING
5 & 9 ROMASCO LANE
LEGACY 18 DEVELOPMENT, INC.
PORTLAND, MAINE

PRE–DEVELOPMENT CONDITIONS STORMWATER MANAGEMENT PLAN

SME
Sevee & Maher Engineers, Inc.
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Phone 207.829.5016 • Fax 207.829.5692 • www.smemaine.com

DESIGN BY: DPD
DRAWN BY: JRL
DATE: 11/30/2015
CHECKED BY:
LMN: SMP
CTB: SME–STD

JOB NO. 15210.00 DWG FILE BASE

D–100

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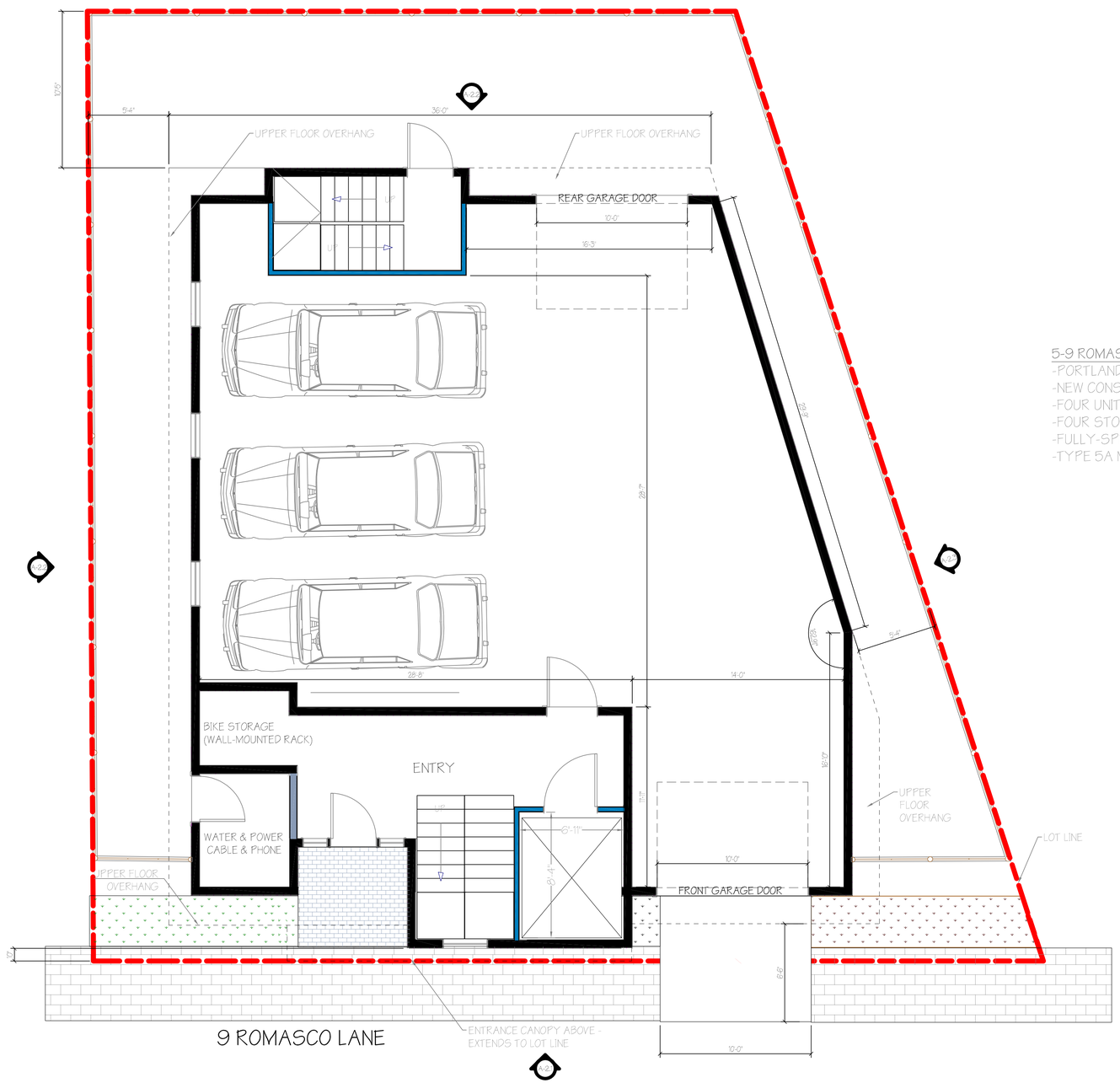

1 FIRST FLOOR PLAN
1/4" = 1'-0"

5-9 ROMASCO LANE I PORTLAND
-PORTLAND LAND USE ZONE 6
-NEW CONSTRUCTION
-FOUR UNIT CONDO
-FOUR STORIES + ROOF DECK
-FULLY-SPRINKLERED, TWO MEANS OF EGRESS
-TYPE 5A MODULAR CONSTRUCTION

Plan 11

PROJECT INFORMATION

5-9 ROMASCO LANE PORTLAND, MAINE

NEW CONSTRUCTION / 4-UNIT CONDO BUILDING

OWNER
LEGACY 18 DEVELOPMENT
223 SMITH ROAD
WINDHAM, MAINE 04062

OWNER CONTACTS
David Klenicki
273 Smith Ridge Road
South Salem, New York 10590
kdsinc7@gmail.com
Office Ph: (914) 533-5109

Judy George
233 Smith Road
Windham, Maine 04062
jgeorgemaine@hotmail.com
Cell Ph: (207) 319-2445

DEXTROUS CREATIVE
PORTLAND, ME 04102
TRACIE REED, AIA, NCARB, LEED AP BD+C
MAINE LICENSED ARCHITECT
tracierreed@dextrouscreative.com
207.409.0459 (cell)

CONSULTANTS

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Cumberland Center, Maine 04021
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Direct Ph: (207) 829-1352
Fx: (207) 829-5692

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David Klenicki
Klenicki Design Services Inc.
273 Smith Ridge Road
South Salem, New York 10590
kdsinc7@gmail.com
Office Ph: (914) 533-5109
Cell: (917) 608-8814

CONTRACTOR
KBS BUILDING SYSTEMS
300 Park Street
South Paris, ME 04281
Office Ph: (207) 739-2400

MARK	DATE	DESCRIPTION

SHEET TITLE

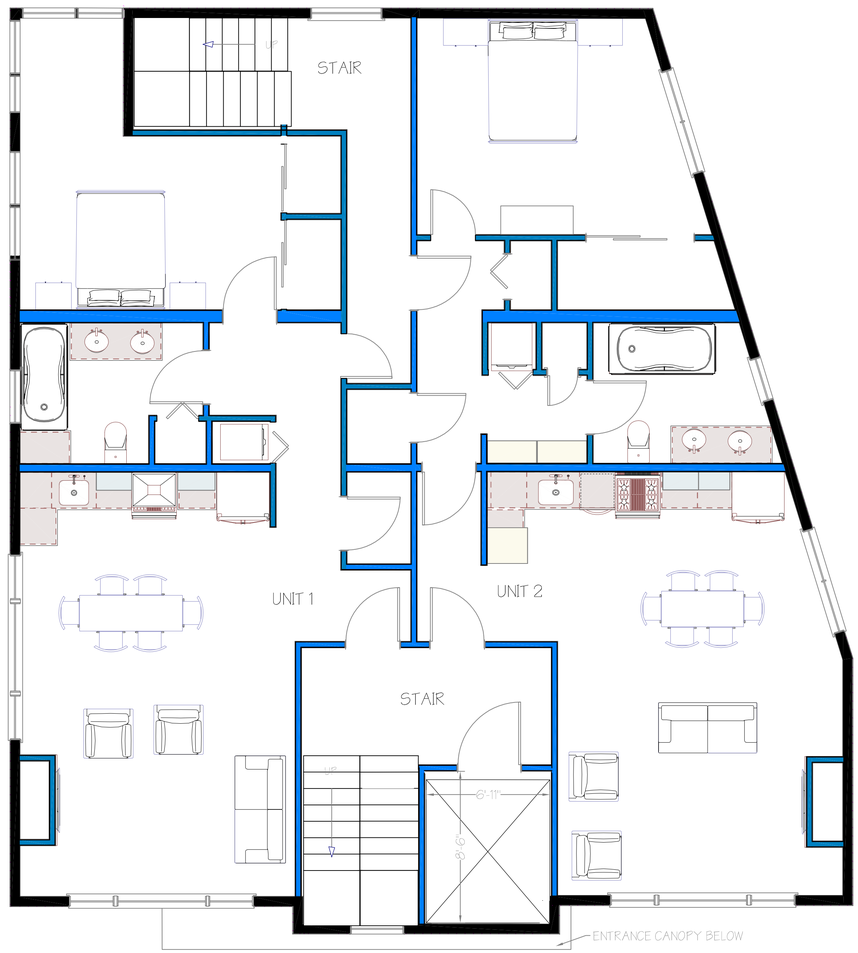
FIRST FLOOR PLAN

PROJECT NO:	16_09 9 ROMASCO
CAD DWG FILE:	
DRAWN BY:	T. REED
CHKD BY:	T. REED
COPYRIGHT:	DEXTROUS CREATIVE, LLC

SHEET NUMBER

A-1.1

DATE: FEBRUARY 27, 2016



1 SECOND FLOOR PLAN
1/4" = 1'-0"

Plan 12

PROJECT INFORMATION

5-9 ROMASCO LANE
PORTLAND, MAINE

NEW CONSTRUCTION / 4-UNIT CONDO BUILDING

OWNER
LEGACY 18 DEVELOPMENT
223 SMITH ROAD
WINDHAM, MAINE 04062

OWNER CONTACTS
David Klenicki
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Cell: (917) 608-8814

CONTRACTOR
KBS BUILDING SYSTEMS
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South Paris, ME 04281
Office Ph: (207) 739-2400

MARK	DATE	DESCRIPTION

SHEET TITLE

SECOND FLOOR PLAN

PROJECT NO:	16_09-9 ROMASCO
CAD DWG FILE:	
DRAWN BY:	T. REED
CHKD BY:	T. REED
COPYRIGHT:	DEXTROUS CREATIVE, LLC

SHEET NUMBER

A-1.2

DATE: FEBRUARY 27, 2016

1 THIRD FLOOR PLAN
1/4" = 1'-0"

Plan 13

PROJECT INFORMATION

5-9 ROMASCO LANE
PORTLAND, MAINE

NEW CONSTRUCTION / 4-UNIT CONDO BUILDING

OWNER
LEGACY IB DEVELOPMENT
223 SMITH ROAD
WINDHAM, MAINE 04062

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CONTRACTOR
KBS BUILDING SYSTEMS
300 Park Street
South Paris, ME 04281
Office Ph: (207) 739-2400

MARK	DATE	DESCRIPTION

SHEET TITLE

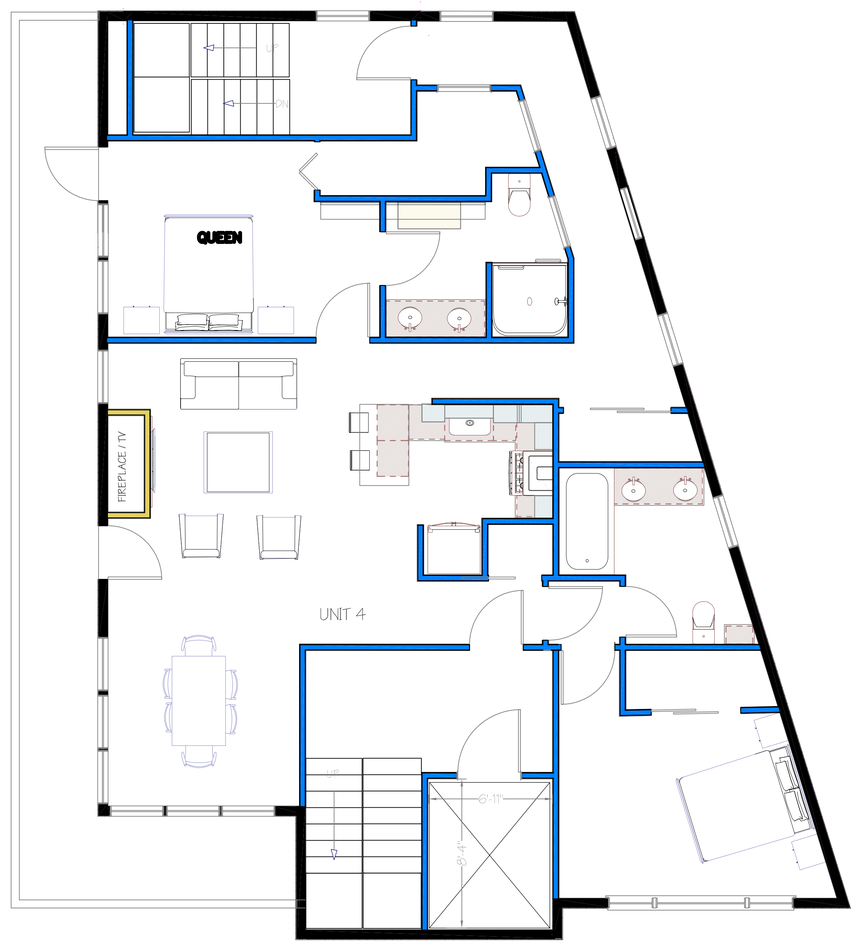
SECOND AND THIRD FLOOR PLANS

PROJECT NO:	16_08 9 ROMASCO
CAD DWG FILE:	
DRAWN BY:	T. REED
CHKD BY:	T. REED
COPYRIGHT:	DEXTROUS CREATIVE, LLC

SHEET NUMBER

A-1.3

DATE: FEBRUARY 2?, 2016



1 FOURTH FLOOR PLAN
1/4" = 1'-0"

Plan 14

PROJECT INFORMATION

5-9 ROMASCO LANE
PORTLAND, MAINE

NEW CONSTRUCTION / 4-UNIT CONDO BUILDING

OWNER
LEGACY IB DEVELOPMENT
223 SMITH ROAD
WINDHAM, MAINE 04062

OWNER CONTACTS
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kdsinc7@gmail.com
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Judy George
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MAINE LICENSED ARCHITECT
tracierreed@dextrouscreative.com
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CONSULTANTS

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Cell: (917) 608-8814

CONTRACTOR
KBS BUILDING SYSTEMS
300 Park Street
South Paris, ME 04281
Office Ph: (207) 739-2400

MARK	DATE	DESCRIPTION

SHEET TITLE

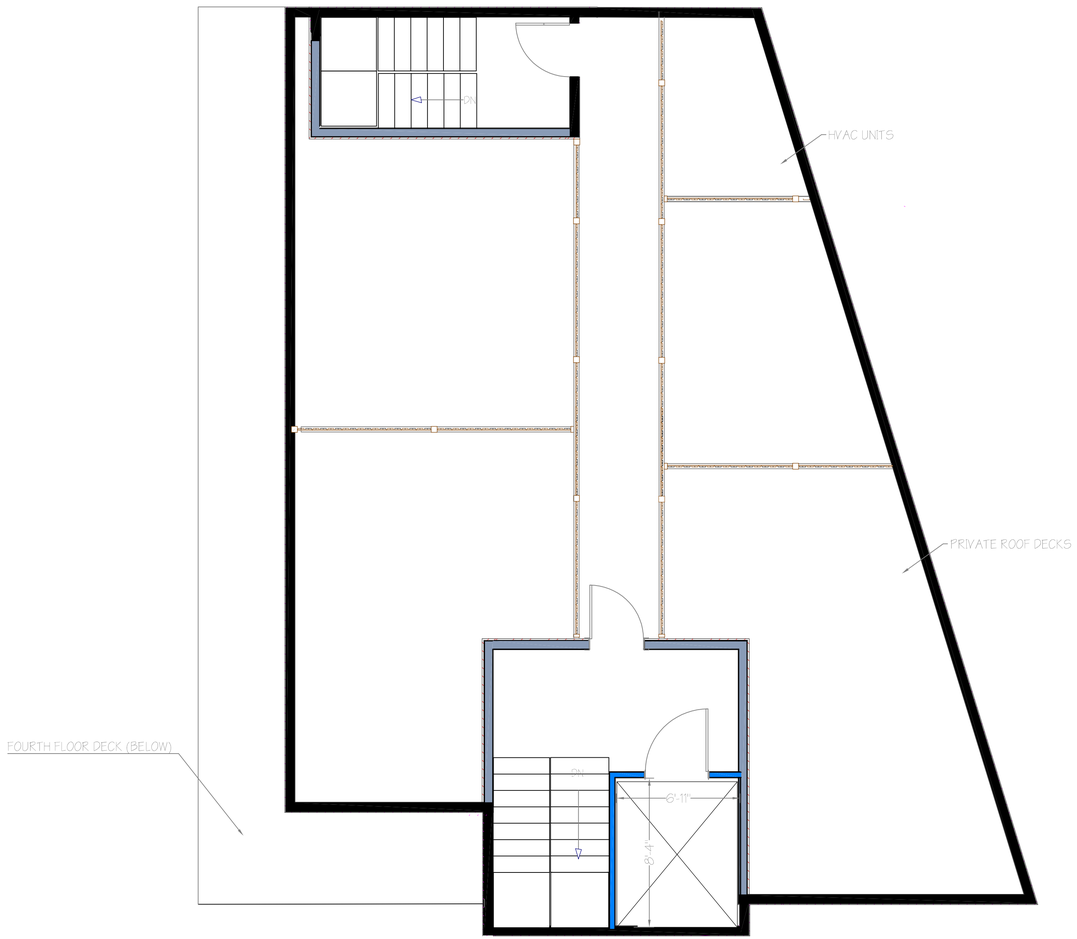
FOURTH FLOOR PLANS

PROJECT NO:	16_08 9 ROMASCO
CAD DWG FILE:	
DRAWN BY:	T. REED
CHKD BY:	T. REED
COPYRIGHT:	DEXTROUS CREATIVE, LLC

SHEET NUMBER

A-1.4

DATE: FEBRUARY 27, 2016



1 ROOF PLAN
1/4" = 1'-0"

Plan 15

PROJECT INFORMATION

5-9 ROMASCO LANE
PORTLAND, MAINE

NEW CONSTRUCTION / 4-UNIT CONDO BUILDING

OWNER
LEGACY IB DEVELOPMENT
223 SMITH ROAD
WINDHAM, MAINE 04062

OWNER CONTACTS
David Klenicki
273 Smith Ridge Road
South Salem, New York 10590
kdsinc7@gmail.com
Office Ph: (914) 533-5109

Judy George
233 Smith Road
Windham, Maine 04062
jgeorgesane@hotmail.com
Cell Ph: (207) 319-2445

DEXTROUS CREATIVE
PORTLAND, ME 04102
TRACIE REED, AIA, NCARB, LEED AP BD+C
MAINE LICENSED ARCHITECT
tracierreed@dextrouscreative.com
207.409.0459 (cell)

CONSULTANTS

CIVIL ENGINEERING
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4 Blanchard Road
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Main Ph: (207) 829-5016
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Fx: (207) 829-5692

ARCHITECTURAL DESIGN
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Cell: (917) 608-8814

CONTRACTOR
KBS BUILDING SYSTEMS
300 Park Street
South Paris, ME 04281
Office Ph: (207) 739-2400

MARK	DATE	DESCRIPTION

SHEET TITLE

ROOF PLAN

PROJECT NO:	16_09 9 ROMASCO
CAD DWG FILE:	
DRAWN BY:	T.REED
CHKD BY:	T.REED
COPYRIGHT:	DEXTROUS CREATIVE, LLC

SHEET NUMBER

A-1.5

DATE: FEBRUARY 27, 2016

1/4" = 1'-0"

Plan 16

1 SOUTH ELEVATION (FACING ROMASCO LANE)
1/4" = 1'-0"

PROJECT INFORMATION

5-9 ROMASCO LANE PORTLAND, MAINE

NEW CONSTRUCTION / 4-UNIT CONDO BUILDING

OWNER
LEGACY 18 DEVELOPMENT
223 SMITH ROAD
WINDHAM, MAINE 04062

OWNER CONTACTS
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Office Ph: (207) 739-2400

MARK	DATE	DESCRIPTION

SHEET TITLE

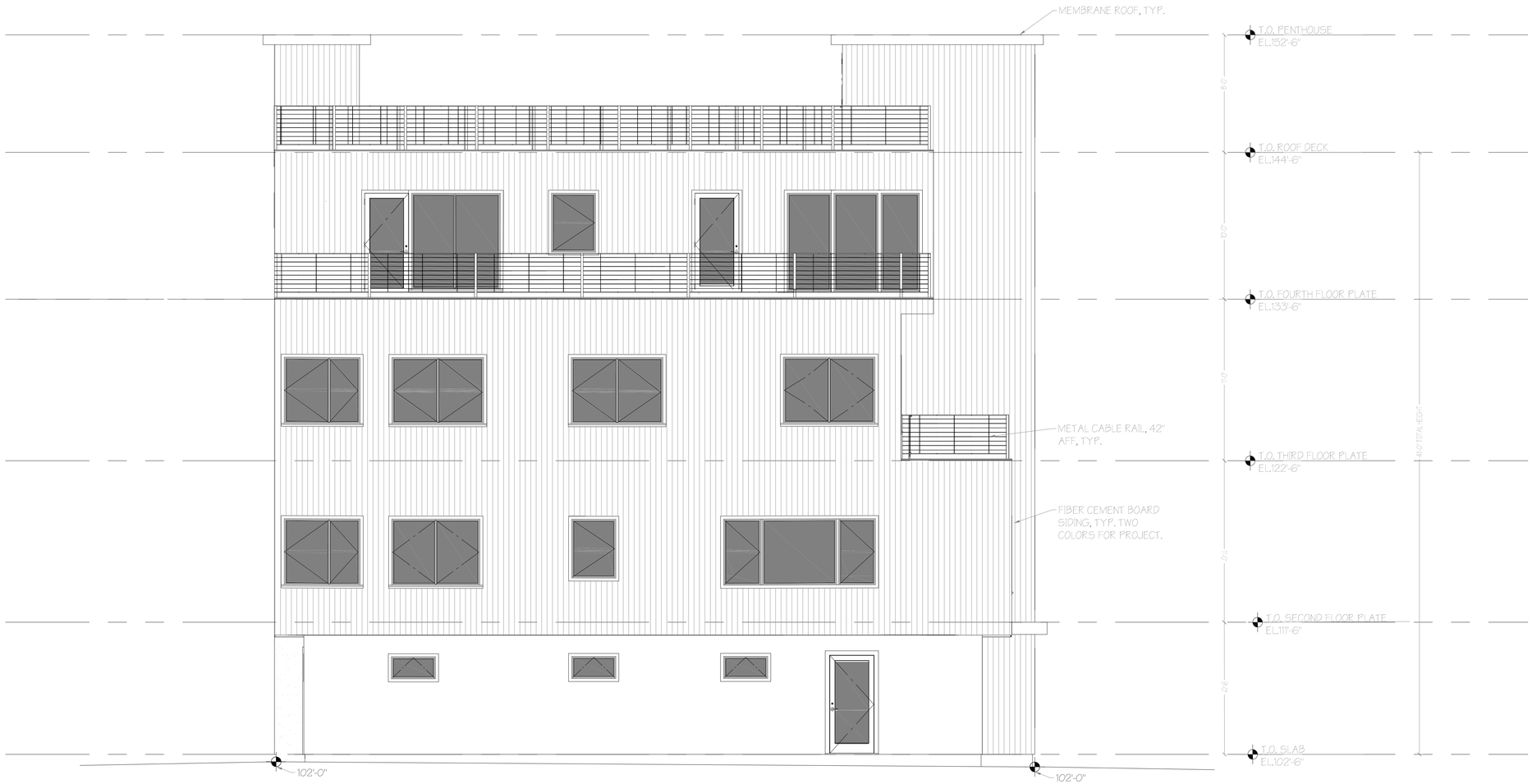
FRONT ELEVATION

PROJECT NO:	16_09 9 ROMASCO
CAD DWG FILE:	
DRAWN BY:	T. REED
CHK'D BY:	T. REED
COPYRIGHT:	DEXTROUS CREATIVE, LLC

SHEET NUMBER

A-2.1

DATE: FEBRUARY 27, 2016



1 WEST ELEVATION
1/4" = 1'-0"

Plan 17

PROJECT INFORMATION

5-9 ROMASCO LANE PORTLAND, MAINE

NEW CONSTRUCTION / 4-UNIT CONDO BUILDING

OWNER
LEGACY 18 DEVELOPMENT
223 SMITH ROAD
WINDHAM, MAINE 04062

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MARK	DATE	DESCRIPTION

SHEET TITLE

LEFT ELEVATION

PROJECT NO:	16_09 9 ROMASCO
CAD DWG FILE:	
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CHKD BY:	T.REED
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SHEET NUMBER

A-2.2

DATE: FEBRUARY 27, 2016

1 NORTH ELEVATION
1/4" = 1'-0"

Plan 18

PROJECT INFORMATION

5-9 ROMASCO LANE PORTLAND, MAINE

NEW CONSTRUCTION / 4-UNIT CONDO BUILDING

OWNER
LEGACY 18 DEVELOPMENT
223 SMITH ROAD
WINDHAM, MAINE 04062

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CONTRACTOR
KBS BUILDING SYSTEMS
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South Paris, ME 04281
Office Ph: (207) 739-2400

MARK	DATE	DESCRIPTION

SHEET TITLE

REAR ELEVATION

PROJECT NO:	16_08 9 ROMASCO
CAD DWG FILE:	
DRAWN BY:	T.REED
CHKD BY:	T.REED
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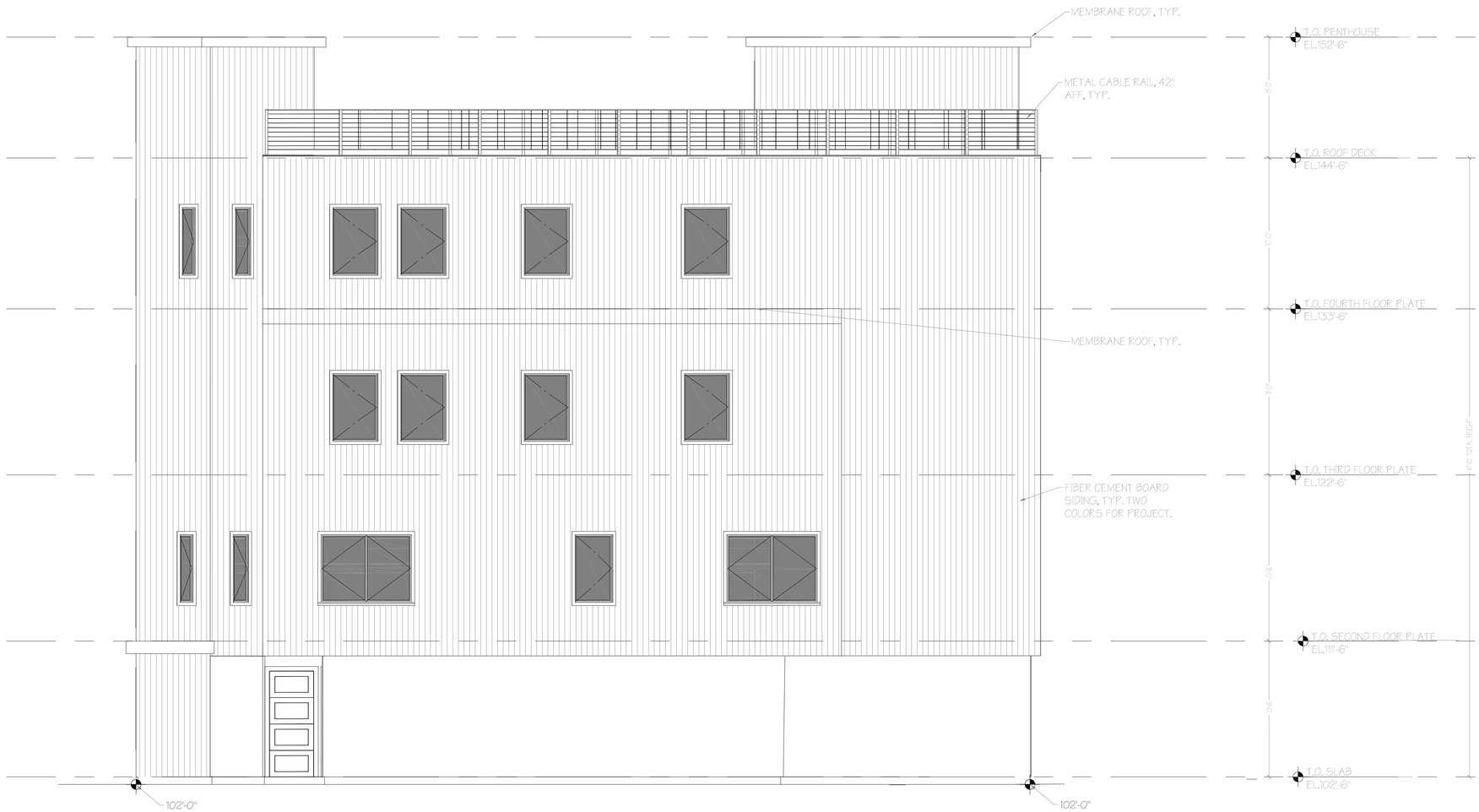
SHEET NUMBER

A-2.3

1/4" = 1'-0"

DATE: FEBRUARY 27, 2016

Plan 10



1 WEST ELEVATION (FACING CUMBERLAND AVENUE)
1/4" = 1'-0"

PROJECT INFORMATION

5-9 ROMASCO LANE PORTLAND, MAINE

NEW CONSTRUCTION / 4-UNIT CONDO BUILDING

OWNER
LEGACY 1B DEVELOPMENT
223 SMITH ROAD
WINDHAM, MAINE 04062

OWNER CONTACTS
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CONTRACTOR
KBS BUILDING SYSTEMS
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South Paris, ME 04281
Office Ph: (207) 739-2400

MARK	DATE	DESCRIPTION

SHEET TITLE

RIGHT ELEVATION

PROJECT NO:	16_08 9 ROMASCO
CAD DWG FILE:	
DRAWN BY:	T. REED
CHKD BY:	T. REED
COPYRIGHT:	DEXTROUS CREATIVE, LLC

SHEET NUMBER

A-2.4

DATE: FEBRUARY 27, 2016

9 Romasco Lane

PLANNING BOARD REPORT
PORTLAND, MAINE

101 York Street Mixed Use Development
85-101 York Street
Level III Site Plan and Subdivision Review – Condition of Approval, Design Review
2015-139
101 York Street, LLC

Submitted to: Portland Planning Board Date: March 4, 2016 Public Hearing Date: March 8, 2016	Prepared by: Nell Donaldson, Planner CBLs: 40-C-3, 4, 5, 9, 18, 22, 25, 33 and 40-C-21 Project #: 2015-139

I. INTRODUCTION

On December 8, 2015, the City of Portland Planning Board held a public hearing to review final plans for a five-story mixed use development at 85-101 York Street, at the corner of York and High Streets. The hearing followed a series of discussions between board members, city staff, and the applicant regarding the building's architecture. Notwithstanding these discussions, several design items remained unresolved at the hearing, and staff recommended a condition of approval that the applicant provide additional design drawings as a means of addressing these items. At the hearing, Board members raised their own design concerns, particularly questions about the execution of the building's corner at York and High Street. After some discussion, the Board approved the project on the condition that the applicant return to the Planning Board with additional drawings for final design review.

In the time since the Board hearing, the applicant has submitted two further iterations of the building design. Staff has reviewed both iterations with respect to both the B-3 design standards and guidelines and the Board's condition of approval and deemed the drawings suitable for final Board review.

Applicant: Vincent Veroneau, 101 York Street, LCC
Consultants: Barry Stowe, Opechee Construction Corporation; Gorrill-Palmer Consulting Engineers
Noticing: 199 notices were sent to property owners within 500 feet of the site and a legal ad ran on February 29 and March 1, 2016.

II. DESIGN DEVELOPMENT

A. Planning Board Hearing Design

The 101 York Street project lies within the B-3 zone and is thus subject to the B-3 design standards and guidelines established by the city's *Design Manual.* These standards and guidelines emphasize a building's relationship to the pedestrian environment, a building's relationship to existing surrounding development, shadow impacts, wind impacts, setbacks, execution of building tops, and effects on view corridors and gateways.

At the time of the Planning Board hearing on December 8, staff found that the design generally met the B-3 design standards and guidelines. However, there were some outstanding questions. Caitlin Cameron, the city's urban designer, wrote:

1. ***Relationship to the Pedestrian Environment: Storefronts and building facades: Materials and detailing - The design of storefronts and lower building facades should include the selection of high quality materials and detailing which relate to the rest of the building and to the surrounding context, and which convey a sense of permanence, durability, and richness in character….***
   Specific details on the design of elements meant to provide articulation, including wall sections and details of storefronts, cornices, and entrances and window and door specifications, have not been provided.

2. ***Relationship to the Pedestrian Environment: Blank facades - …It is important that the design of [blank]facades incorporate significant features of visual interest which will maintain the interest of the pedestrian…***
   The project employs low seasonal landscaping on the blank area of the High Street façade. Raised planters previously shown in this location, which helped to mitigate the effect of the unarticulated wall, have been eliminated.

3. ***Pedestrian amenities***
   Seating walls on York and planter walls on High Street have been removed from the final plans. These were desirable elements that added amenity to the project.

At the hearing, Board members raised additional design concerns, principally with respect to the execution of the building's corner at York and High Streets. Board members argued that this corner lies at a significant gateway and deserves particular design consideration, a notion which is supported by the city's design guidelines, which identify the York Street approach to the central business district as "an opportunity to get a sense of the residential and evolving commercial districts which surround and are so important to the Downtown." Board members suggested that the proportions of the building's corner element had not been sufficiently resolved, and suggested extending the height of the storefront element, modifying the scale of the cornice, adding detail to the building's "forehead," and reducing the color contrast between building elements in this area as a means of addressing outstanding concerns about the building composition. The related design guidelines read as follows:

> *II. Relationship to Existing Development: Building façade proportion and composition*
> *…*
> *- Composition: …It is important that [the] different overall components of a façade relate to one another on each building to ensure an integrated composition…In the design of larger buildings, it is particularly important to examine the opportunities to compose the building both horizontally and vertically, respecting the character of buildings nearby through a contextually sensitive design while creating an interesting and creative individual building.*
>
> *VIII. View Corridors, Visual Landmarks, and Gateways*
> *…*
> *While each [gateway]to the Downtown is unique, collectively there are opportunities to enhance these entrances by preserving view corridors and panoramic skyline views along or from these corridors, reinforcing and enhancing the scale, character and placement of buildings along these entrance routes, and by encouraging development which reinforces the unique positive aspects and opportunities for each particular gateway.*

Ultimately, the Board's discussion, when coupled with the outstanding items from staff's design review, resulted in a condition of approval which required that the applicant provide "[w]all sections and details showing storefronts, cornices, and entrances; specifications for windows and doors; and revised plans to differentiate the blank wall on the High Street façade for review and approval by the city's Planning Board."

Figures 1 and 2: High Street façade, elevation shown at Planning Board hearing (left) and revised elevation (right)

Figures 3 and 4: York Street façade, elevation shown at Planning Board hearing (top) and revised elevation (bottom)

B. Revised Design

The applicant submitted a revised hardscape plan (Plan 1) and elevations shortly following the Board hearing in early January. Staff, including representatives of the city's Historic Preservation office, commented on the design changes and requested additional information, and subsequently final elevations and building sections were provided *(Plans 2-5)*. The building sections include details related to building doors, windows, storefronts, cornices, and entrances.

The majority of revisions in the final drawings pertain to the buff brick element of the building at the corner of York and High Streets:

- *Blank facade:* The applicant has modified the design of the 50' span of blank façade on the High Street frontage to incorporate a stepped planter design *(Figures 1 and 2)*. In the revised hardscape plan, this planter is depicted with a "decorative retaining wall" constructed of smooth face solid masonry units to match the storefront base to the south. Planting would continue to include Bosnian pine, black-eyed susan, sedum, switchgrass, viburnum, and Mountbatten juniper.

- *Storefront:* The applicant has modified the color of the storefront element to minimize contrast with the buff brick of the building's middle. In sections, the storefront is detailed with fiber cement cornice, sign band, and columns and a base of smooth face solid masonry units. Aluminum windows and doors are proposed.
- *Cornice:* Similarly, the applicant has changed the cornice color to match the storefront and reduce contrast with the buff brick veneer of the building's middle. In the final drawings, the applicant has also increased the height of the cornice piece and frieze trim to bring it more into proportion with the building's middle section.
- *Brick Courses:* The final drawings include an inset rowlock brick course and three accent bands of inset brickwork at ¾" depth just below the building cornice. The applicant also proposes a soldier course at the sill level of the fifth story windows, with the intent of minimizing the proportion of the building's middle section.

Lastly, in the final drawings, the applicant has also chosen to eliminate the dark gray brick on the middle of the York Street façade in favor of additional red brick. The final plans also add a cornice and matching awning to better integrate this element with the red brick element to the east.

Staff has reviewed the final submittals and found that the revisions both meet the standards and guidelines of the B-3 zone and generally address the Board's comments. Ms. Cameron writes,

> *The proposed design revisions address the comments raised by the Planning Board. In the public hearing, the Planning Board members voiced concern about the following aspects of the design:*
>
> 1) ***The high contrast of material colors –*** *The material finish of the cornice and storefront was revised to be lighter in tone and therefore, less contrasting.*
> 2) ***Durability and detail of materials at ground floor*** *– The applicant proposes a fiber cement panels and trim at the ground floor storefront. Wall sections*

show the level of reveal and shadow line created which ranges from 1" to 2" at upper floor accent bands to 6" to 10" at the base and sills.

3) ***Proportion of corner façade composition at the top of the building –*** *The revisions to address this concern include a more substantial cornice profile at the corner, horizontal bands of brick above the windows, and a soldier course at the top floor windows.*
4) ***Overall, not enough emphasis on the corner of the building as a gateway*** *– The revisions mentioned above are intended to add more emphasis and visual interest at the corner of the building.*
5) ***Planter and seating walls on High Street and to meet the additional setback -***
   - ***a.*** *The planter wall was added back to the High Street façade as requested*
   - ***b.*** *The design of the additional setback on York Street removes the physical barrier and adds amenities such as the street tree, raised planter, and seating.*

III. PUBLIC COMMENT

The Planning Division received no public comment on the revised drawings.

IV. PROPOSED MOTION

On the basis of the revised drawings, plans, and other information submitted by the applicant; findings contained in the Planning Board report for the public hearing on March 8, 2016 for application 2015-139 relevant to Portland's site plan ordinance, technical and design standards, and other regulations; and the testimony presented at the Planning Board hearing:

The Planning Board finds that the applicant **has/has not** met the condition of approval from the approval letter dated December 15, 2015 requiring that the applicant provide wall sections and details showing storefronts, cornices, and entrances; specifications for windows and doors; and revised plans to differentiate the blank wall on the High Street façade for review and approval by the city's Planning Board.

.

V. ATTACHMENTS

PLANNING BOARD REPORT ATTACHMENTS

1. Approval Letter (from City of Portland, 12/15/15)
2. Design Review (memo from Caitlin Cameron, 3/1/16)

APPLICANT'S SUBMITTALS

A. Email regarding storefront materials (from Opechee Construction Corporation, 2/22/16)
B. Email regarding planter materials (from Opechee Construction Corporation, 3/1/16)

C. PLANS

Plan 1 C 7.01 Hardscape Plan and Details
Plan 2 York and High Street Elevations
Plan 3 Elevations
Plan 4 Sections
Plan 5 Sections

CITY OF PORTLAND, MAINE
PLANNING BOARD

Elizabeth Boepple, Chair
Sean Dundon, Vice Chair
Bill Hall
Carol Morrissette
Jack Soley
Dave Eaton

December 15, 2015

101 York Street, LLC
PO Box 207, 36 Danforth Street
Portland, ME 04112

Opechee Construction Corporation
11 Corporate Drive
Belmont, NH 03220

Project Name:	101 York Street Mixed Use Development		
Project ID:	2015-139		
Address:	85-101 York Street	CBLs:	40-C-3, 4, 5, 9, 18, 22, 25, 33
Applicant:	101 York Street, LLC		
Planner:	Nell Donaldson		

Dear Mr. Veroneau:

On December 8, 2015, the Planning Board considered your application for a mixed use development at 101 York Street. The Planning Board reviewed the proposal for conformance with the standards of the subdivision and site plan ordinances of the Land Use Code. The Planning Board voted 6-0 to approve the application with the following findings, waivers, and conditions.

FINDING REGARDING B-3 BUILD-TO LINE
The Planning Board voted 6-0 to find the following:

The Planning Board found that the proposed building setback of greater than 5 feet on York Street complies with the requirements of *Section 14-526(d)9* in that it:

a) Provides substantial and viable publicly accessible open space or other amenity at the street level that supports and reinforces pedestrian activity and interest;
b) Does not substantially detract from the prevailing street wall character;
c) Does not detract from existing publicly accessible open space; and,
d) Is of high quality and character of design and of acceptable orientation to solar access and wind impacts as to be attractive to pedestrian activity.

The Planning Board approved the additional setback per *Section 14-220(c) on the condition that the applicant shall provide revised plans including amenities and insuring public access in areas of increased setback for review and approval by the city's urban designer prior to the issuance of a building permit.*

WAIVERS
The Planning Board voted 6-0 to grant the following waivers:

1. The Planning Board found, based upon the consulting transportation engineer's review, that extraordinary conditions exist or undue hardship may result from strict compliance with the *Technical Manual* standard *(Section 1.7.2.7)* which requires that along arterials and collectors, minimum acceptable spacing between multiple driveways on adjacent lots shall be 100 feet on streets with a speed limit of 25 mph or less., that substantial justice and the public interest are secured with the proposed variation in this standard, and that the variation is consistent with the intent of the ordinance. The Planning Board waived the *Technical Manual* standard *(Section 1.7.2.7)* to allow the separation on York Street as shown on the plans, on the condition, proposed by the consulting transportation engineer, that *the applicant revise the plans to narrow the adjacent driveway to the east to 20 feet with the intent of maximizing the driveway separation prior to the issuance of a building permit*;

2. The Planning Board found, based on the Planning Authority's review, that extraordinary conditions exist or undue hardship may result from strict compliance with the *Technical Manual* standard *(Section 12.2)* requiring that the average illumination level on a site not exceed 1.25 footcandles and that the illumination level at the property line not exceed 0.1 footcandle, that substantial justice and the public interest are secured with the proposed variation in this standard, and that the variation is consistent with the intent of the ordinance. The Planning Board waived the *Technical Manual* standard *(Section 12.2)* to allow illumination levels as proposed in the photometric plan *(Plan 17)*; and

3. The Planning Board found that the applicant has demonstrated that site constraints prevent the planting of all required street trees in the right-of-way. The Planning Board waived the site plan standard (*Section 14-526 (b) (iii))* requiring one street tree per unit for multi-family development and concluded that the applicant shall contribute $4,400 to Portland's tree fund.

SUBDIVISION REVIEW
The Planning Board voted 6-0 that the plan is in conformance with the subdivision standards of the Land Use Code, subject to the following conditions of approval, which must be met prior to the signing of the plat:

1. The applicant shall finalize the subdivision plat for review and approval by Corporation Counsel, the Department of Public Services, and the Planning Authority;

2. Prior to Certificate of Occupancy, the applicant shall provide condominium documents for review and approval by Corporation Counsel; and

3. The applicant shall provide drafts of all necessary easements, including but not limited to:
   a) A public access easement for areas of the sidewalk not in the right-of-way;
   b) Access, utility, and maintenance easements from 27 High Street to 101 York Street (for areas including a proposed bioretention cell, a proposed fire lane, and patio);
   c) Utility and construction easements from 78 Danforth Street to 101 York Street;
   d) Access easement from 60 Danforth Street to 101 York Street, 78 Danforth Street, and 27 High Street;
   e) Utility easement from 60 Danforth Street to 101 York Street and 78 Danforth Street;
   f) Utility easement to 78 Danforth Street from 101 York Street;

g) A construction easement from 75 York Street;
h) A grading easement, as necessary, from 60 Danforth Street; and
i) A drainage easement from the city for the storm drain located in the right-of-way

for review and approval by Corporation Counsel, the Department of Public Works, and the Planning Authority, with evidence of executed easements to be submitted prior to the issuance of a building permit.

SITE PLAN REVIEW

The Planning Board voted 6-0 that the plan is in conformance with the site plan standards of the Land Use Code, subject to the following conditions of approval, which must be met prior to the issuance of a building permit, unless otherwise stated:

1. The applicant shall provide a copy of the Notice of Intent to Comply with the Maine Construction General Permit;

2. The applicant shall provide a revised construction management plan for review and approval by the city's Department of Public Works and Planning Authority;

3. The applicant shall provide a revised plan set addressing the comments of the city's consulting traffic engineer, including:
   a) Reconfigured handicap ramps at the corner of York and High Streets;
   b) Replacement of the existing mast arm structure and supporting equipment; and
   c) A parking plan with dimensions noted;

   for review and approval by the city's Department of Public Works;

4. The applicant shall provide a revised plan set eliminating the brick crosswalk in the driveway apron or obtain a change in sidewalk material policy from City Council for review and approval by the Department of Public Works;

5. The applicant shall provide a pavement marking plan for review and approval by the city's Department of Public Works;

6. The applicant shall provide a revised plan set addressing the comments of the city arborist and consulting civil engineer, including:
   a) Bioretention cell plantings meeting the design guidelines of the Maine DEP;
   b) Curbing in areas adjacent to pavement;
   c) Raised tree planters or tree grates as specified on York Street;
   d) The elimination of the street tree on York Street closest to High Street;
   e) Modified street tree species; and
   f) Additional screening on the Danforth Street frontage

   for review and approval by the Department of Public Works;

7. The applicant shall amend the stormwater report to clarify the proposed filter surface area and identify the annual reporting requirements per Chapter 32 of the city Code of Ordinances for review and approval by the city's consulting civil engineer;

8. The applicant shall revise the utility plans to include:
   a) A structure designated for capture, storage, and removal of oil and grit from the parking facility and

b) A sewer connection detail

for review by the city's Department of Public Works;

9. The applicant shall obtain final approval from Historic Preservation staff for proposed improvements to the property at 27 High Street for review and approval by the Planning Authority;

10. Prior to Certificate of Occupancy, the applicant shall provide documentation that HVAC and mechanical equipment meet applicable city standards for review and approval by the Planning Authority

11. Prior to Certificate of Occupancy, the applicant shall provide a signage and wayfinding plan for review and approval by the Planning Authority;

12. The applicant shall provide:
    a) Wall sections and details showing storefronts, cornices, and entrances;
    b) Specifications for windows and doors;
    c) Revised plans to differentiate the blank wall on the High Street façade;

    for review and approval by the city's Planning Board; and

13. The final plan set shall be reviewed and approved by the city's Fire Prevention Bureau.

The approval is based on the submitted plans and the findings related to site plan and subdivision review standards as contained in Planning Report for application 2015-139 which is attached.

STANDARD CONDITIONS OF APPROVAL

Please note the following standard conditions of approval and requirements for all approved site plans:

1. **Storm Water Management** The developer/contractor/subcontractor must comply with conditions of the construction stormwater management plan and sediment and erosion control plan based on City standards and state guidelines.

   The owner/operator of the approved stormwater management system and all assigns shall comply with the conditions of Chapter 32 Stormwater including Article III, Post Construction Stormwater Management, which specifies the annual inspections and reporting requirements. A maintenance agreement for the stormwater drainage system, as attached, or in substantially the same form with any changes to be approved by Corporation Counsel, shall be submitted and signed prior to the issuance of a building permit with a copy to the Department of Public Services.

2. **Subdivision Recording Plat** A revised recording plat listing all conditions of subdivision approval must be submitted for review and signature prior to the issuance of a performance guarantee. The performance guarantee must be issued prior to the release of the recording plat for recording at the Cumberland County Registry of Deeds.

3. **Subdivision Waivers** Pursuant to 30-A MRSA section 4406(B)(1), any waiver must be specified on the subdivision plan or outlined in a notice and the plan or notice must be recorded in the Cumberland County Registry of Deeds within 90 days of the final subdivision approval).

4. **Develop Site According to Plan** The site shall be developed and maintained as depicted on the

site plan and in the written submission of the applicant. Modification of any approved site plan or alteration of a parcel which was the subject of site plan approval after May 20, 1974, shall require the prior approval of a revised site plan by the Planning Board or the Planning Authority pursuant to the terms of Chapter 14, Land Use, of the Portland City Code.

5. **Separate Building Permits Are Required** This approval does not constitute approval of building plans, which must be reviewed and approved by the City of Portland's Inspection Division.

6. **Site Plan Expiration** The site plan approval will be deemed to have expired unless work has commenced within one (1) year of the approval or within a time period up to three (3) years from the approval date as agreed upon in writing by the City and the applicant. Requests to extend approvals must be received before the one (1) year expiration date.

7. **Subdivision Plan Expiration** The subdivision approval is valid for up to three years from the date of Planning Board approval.

8. **Performance Guarantee and Inspection Fees** A performance guarantee covering the site improvements, an inspection fee payment of 2.0% of the guarantee amount, seven (7) final sets of plans, and one digital copy of the final plan set must be submitted to and approved by the Planning Division and Public Services Department prior to the release of a subdivision plat for recording at the Cumberland County of Deeds, and prior to the release of a building permit, street opening permit or certificate of occupancy for site plans. If you need to make any modifications to the approved plans, you must submit a revised site plan application for staff review and approval.

9. **Defect Guarantee** A defect guarantee, consisting of 10% of the performance guarantee, must be posted before the performance guarantee will be released.

10. **Preconstruction Meeting** Prior to the release of a building permit or site construction, a pre-construction meeting shall be held at the project site. This meeting will be held with the contractor, Development Review Coordinator, Public Service's representative and owner to review the construction schedule and critical aspects of the site work. At that time, the Development Review Coordinator will confirm that the contractor is working from the approved site plan. 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.

11. **Department of Public Services Permits** 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.)

12. **As-Built Final Plans** Final sets of as-built plans shall be submitted digitally to the Planning Division, on a CD or DVD, in AutoCAD format (*,dwg), release AutoCAD 2005 or greater.

13. **Mylar Copies** Mylar copies of the as-built drawings for the public streets and other public infrastructure in the subdivision must be submitted to the Public Services Dept. prior to the issuance of a certificate of occupancy.

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 Division at 874-8632. 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, please contact Nell Donaldson at 874-8723.

Sincerely,

Elizabeth Boepple, Chair
Portland Planning Board

Attachments:
1. Planning Board Report
2. City Code, Chapter 32
3. Sample Stormwater Maintenance Agreement
4. Performance Guarantee Packet

Electronic Distribution:

cc: Jeff Levine, AICP, Director of Planning and Urban Development
Stuart O'Brien, Planning Division Director
Barbara Barhydt, Development Review Services Manager
Nell Donaldson , Planner/Senior Planner
Philip DiPierro, Development Review Coordinator, Planning
Ann Machado, Acting Zoning Administrator, Inspections Division
Tammy Munson, Inspections Division Director
Jonathan Rioux, Inspections Division Deputy Director
Jeanie Bourke, Plan Reviewer/CEO, Inspections Division
Lannie Dobson, Administration, Inspections Division
Brad Saucier, Administration, Inspections Division
Michael Bobinsky, Public Services Director
Katherine Earley, Engineering Services Manager, Public Services
Bill Clark, Project Engineer, Public Services
David Margolis-Pineo, Deputy City Engineer, Public Services
Doug Roncarati, Stormwater Coordinator, Public Services
Greg Vining, Associate Engineer, Public Services
Michelle Sweeney, Associate Engineer
John Low, Associate Engineer, Public Services
Rhonda Zazzara, Field Inspection Coordinator, Public Services
Mike Farmer, Project Engineer, Public Services
Jane Ward, Administration, Public Services
Jeff Tarling, City Arborist, Public Services
Jeremiah Bartlett, Public Services
Keith Gautreau, Fire Department
Jennifer Thompson, Corporation Counsel
Thomas Errico, P.E., TY Lin Associates
David Senus, P.E., Woodard and Curran
Rick Blackburn, Assessor's Department
Approval Letter File

Planning and Urban Development Department
Planning Division

Subject: B3 Design Review – 101 York Street

Written by: Caitlin Cameron, Urban Designer

Date of Review: Tuesday, March 1, 2016

The final design revisions were reviewed by Caitlin Cameron, Urban Designer, Nell Donaldson, Planner, Planning Division of the Department of Planning & Urban Development with additional coordination with Deb Andrews, Historic Preservation Program Manager.

Design Review Criteria:
The project has the following condition of approval regarding design:

The applicant shall provide:

a) Wall sections and details showing storefronts, cornices, and entrances;
b) Specifications for windows and doors;
c) Revised plans to differentiate the blank wall on the High Street façade;

For review and approval by the City's Planning Board;

Findings of the Design Review:
The proposed design revisions address the comments raised by the Planning Board.
In the public hearing, the Planning Board members voiced concern about the following aspects of the design:

1) **The high contrast of material colors –** The material finish of the cornice and storefront was revised to be lighter in tone and therefore, less contrasting.
2) **Durability and detail of materials at ground floor** – The applicant proposes a fiber cement panels and trim at the ground floor storefront. Wall sections show the level of reveal and shadow line created which ranges from 1" to 2" at upper floor accent bands to 6" to 10" at the base and sills.
3) **Proportion of corner façade composition at the top of the building –** The revisions to address this concern include a more substantial cornice profile at the corner, horizontal bands of brick above the windows, and a soldier course at the top floor windows.
4) **Overall, not enough emphasis on the corner of the building as a gateway** – The revisions mentioned above are intended to add more emphasis and visual interest at the corner of the building.
5) **Planter and seating walls on High Street and to meet the additional setback:**
    - **a.** The planter wall was added back to the High Street façade as requested
    - **b.** The design of the additional setback on York Street removes the physical barrier and adds amenities such as the street tree, raised planter, and seating.

From: Drew Queen <drewq@opechee.com>
To: Helen Donaldson <HCD@portlandmaine.gov>
Date: 2/22/2016 12:16 PM
Subject: RE: Facade Revision with Wall Sections . York Street Portland ME

The 'painted column / sign band trim' will be fiber cement with a factory finish. The factory finish is multiple coats of paint – each coat is baked-on and cured before the next coat is applied. The paint is a UV resistant coating …called "ColorPlus Technology" by the manufacturer, it resists fading. We try to avoid cut edges, therefore, the trim is all sized based on the manufacturer's product dimensions. The baked-on paint coating is applied to all surfaces.

Drew

Andrew Queen, Architect
Director of Design

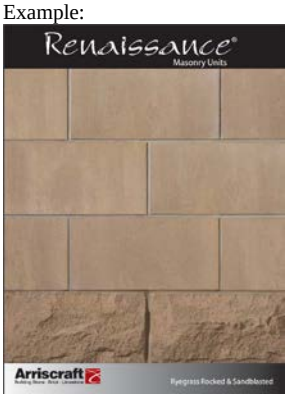
Opechee Construction Corporation
11 Corporate Drive | Belmont | NH 03220
P (603) 527-9090 | F (603) 527-9191

From: Helen Donaldson [mailto:HCD@portlandmaine.gov]
Sent: Monday, February 22, 2016 11:45 AM
To: Drew Queen
Subject: RE: Facade Revision with Wall Sections . York Street Portland ME

And the 'painted column/sign band trim?'

>>> Drew Queen <drewq@opechee.com<mailto:drewq@opechee.com>> 2/22/2016 11:14 AM >>>
Yes, ' smooth face solid masonry' will be Arriscraft, Shouldice or other similar. Both manufacturers make a similar product, i.e. 8" high x 24" long x 4" thick solid masonry unit. The variation between the two manufactures is availability of color options.

Example:



Drew
Andrew Queen, Architect
Director of Design

Opechee Construction Corporation
11 Corporate Drive | Belmont | NH 03220
P (603) 527-9090 | F (603) 527-9191

From: Helen Donaldson [mailto:HCD@portlandmaine.gov]
Sent: Monday, February 22, 2016 10:56 AM
To: Drew Queen
Cc: Vincent Veroneau; Jason Blais; Keith A Kelley
Subject: Re: Facade Revision with Wall Sections . York Street Portland ME

Drew,

The elevations/sections don't specify a material for the storefront base (see Caitlin's comments forwarded 2/11). Can you clarify?

Thanks,
Nell

From: Drew Queen <drewq@opechee.com>
To: Barry Stowe <barrys@opechee.com>, Helen Donaldson <HCD@portlandmaine.gov>
CC: Jason Blais <jasonb@opechee.com>
Date: 3/1/2016 1:23 PM
Subject: RE: question for board report on design

Hi Nell,
The "decorative retaining wall" note is referring to the walls of the planter box.
We plan to construct those with poured in place concrete and then face them with the same smooth, solid masonry as the building façade in that area. These masonry units will be 24" long, 8" high, and 4" think. The wall will be topped with smooth masonry units that will overhang slightly.

The outside faces will look something like this -

Drew
Andrew Queen, Architect
Director of Design

Opechee Construction Corporation
11 Corporate Drive | Belmont | NH 03220
P (603) 527-9090 | F (603) 527-9191

From: Barry Stowe
Sent: Tuesday, March 01, 2016 12:50 PM
To: Drew Queen
Subject: FW: question for board report on design

Drew - can you please address the below question?

Barry Stowe

Opechee Construction Corporation
11 Corporate Dr | Belmont | NH 03220
P (603) 527-9090 | F (603) 527-9191

From: Helen Donaldson [mailto:HCD@portlandmaine.gov]
Sent: Tuesday, March 01, 2016 12:48 PM
To: Barry Stowe
Subject: question for board report on design

Barry,

The revised hardscape plans show a planter with a 'decorative retaining wall' on the High Street frontage. Can you give me any more detail on what you mean by 'decorative?' I'd just like to be able to explain a little more...

Thanks!
Nell

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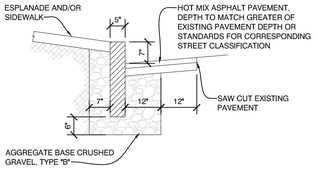
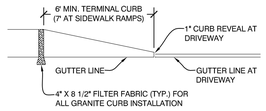
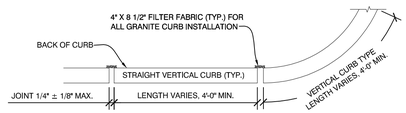
Plan 1



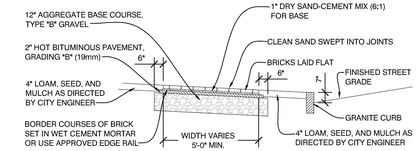
12 CURB INSTALLATION - CROSS SECTION (TYP.)
1/2" = 1'-0"



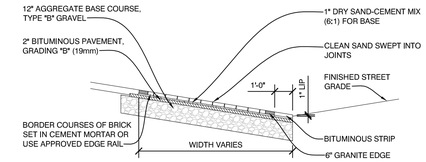
11 CURB INSTALLATION - TERMINAL CURB PROFILE
NOT TO SCALE



10 CURB INSTALLATION - PLAN
NOT TO SCALE



9 BRICK & PAVER SIDEWALK SECTION
1/4" = 1'-0"

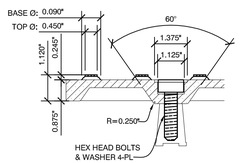


8 BRICK DRIVEWAY APRON SECTION
1/4" = 1'-0"

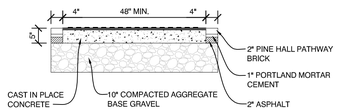
BRICKS TO BE USED:

NEW CONSTRUCTION:
4"X8" PINE HALL PATHWAY PAVER BRICK, MFG. BY PINE HALL BRICK CO., MADISON, NORTH CAROLINA. LACHANCE ITEM #193623. PINE HALL PATHWAY PAVER BRICK.

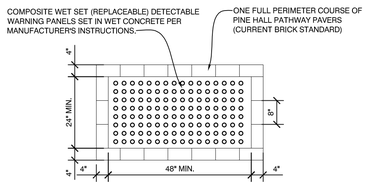
REPAIR/ MAINTENANCE TO EXISTING:
VERMONT PAVER; SUPPLIED BY GAGNE AND SONS, SPECIFICATION "VERMONT BACKER BRICK", ITEM #VBBB.



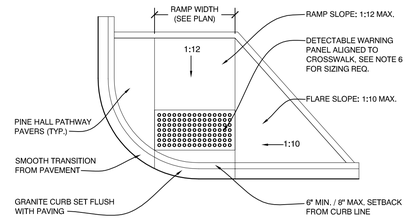
7 DETECTABLE WARNING STRIP - BOLT DETAIL
NOT TO SCALE



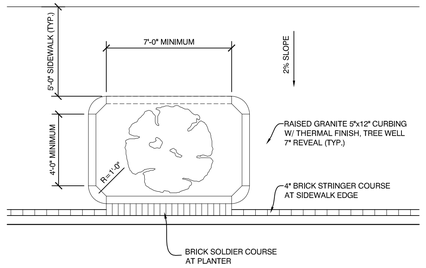
6 DETECTABLE WARNING STRIP - SECTION
1/2" = 1'-0"



5 DETECTABLE WARNING STRIP - PLAN
1/2" = 1'-0"



4 DETECTABLE WARNING STRIP - RAMP DETAIL
3/4" = 1'-0"



3 TREE WELL DETAIL
1/4" = 1'-0"

NOTES:

1. COMPOSITE WET SET (REPLACEABLE) DETECTABLE WARNING PANELS SHALL BE AS MANUFACTURED BY ADA SOLUTIONS, INC. (WWW.ADATILE.COM), OR APPROVED EQUAL.

2. CAST IN PLACE CONCRETE SHALL MEET SPECIFICATIONS FOR MAINE D.O.T. CLASS A STRUCTURAL MINIMUM COMPRESSIVE STRENGTH 4,000 PSI. THE CONCRETE SHALL BE SEALED PRIOR TO SETTING PANELS

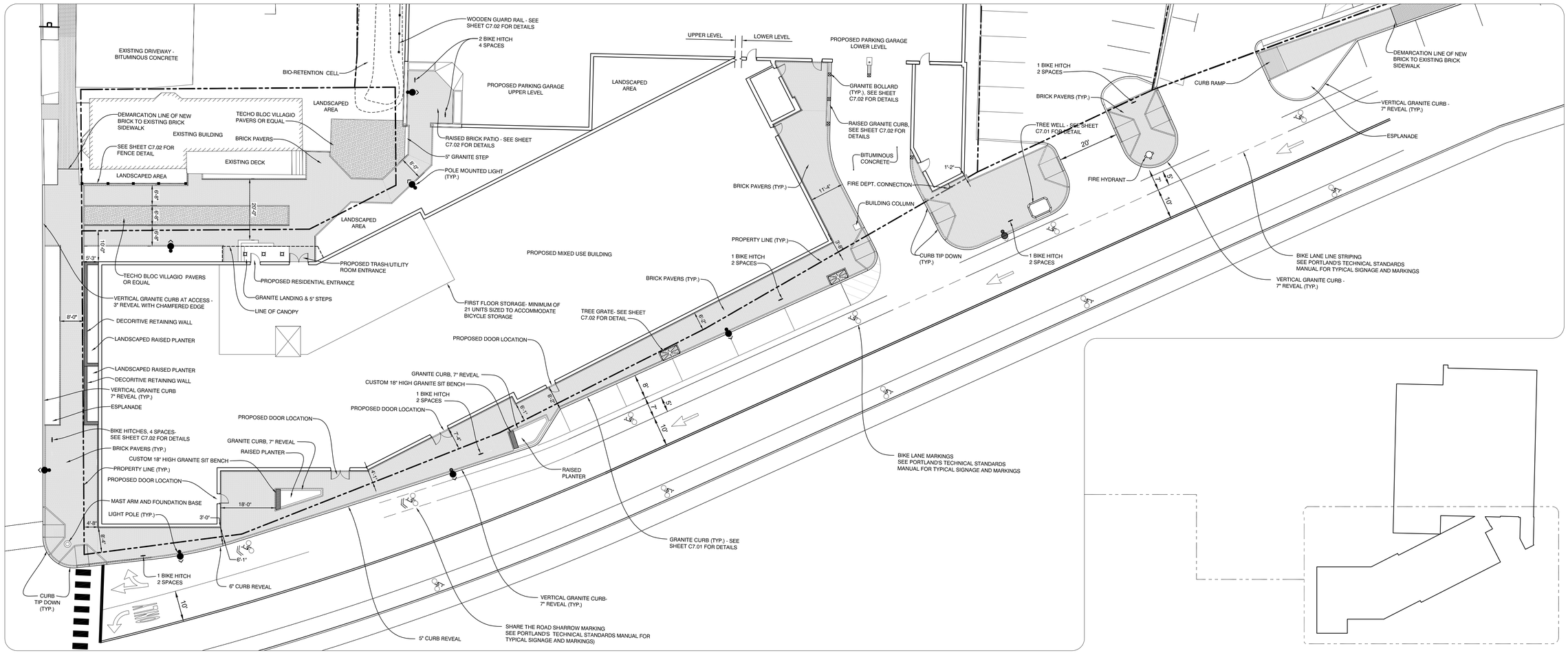
3. TRUNCATED DOMES SHALL BE ALIGNED IN ROWS, PARALLEL AND PERPENDICULAR TO THE PREDOMINANT DIRECTION OF TRAVEL. NO OTHER DETECTABLE WARNING DESIGN CONFIGURATION ALLOWED.

4. FOR ALL DETECTABLE WARNING PANELS, WITHIN OR ABUTTING HISTORIC DISTRICTS AND HISTORIC LANDSCAPES, "DARK GRAY" COLORED (#36118) PANELS SHALL BE USED. FOLLOW MANUFACTURER'S INSTRUCTIONS FOR INSTALLATION.

5. THE DETECTABLE WARNING PANEL SHALL HAVE ONE FULL COURSE OF PINE HALL PATHWAY PAVERS (THE CURRENT BRICK STANDARD) AROUND THE FULL PERIMETER OF THE PANEL. THIS PERIMETER COURSE SHALL BE SET USING PORTLAND MORTAR CEMENT TO CREATE A FLUSH SURFACE BETWEEN THE BRICK AND THE PANEL.

6.) SIZE: THE DETECTABLE WARNING PANEL(S) SHALL EXTEND 24" MINIMUM IN THE DIRECTION OF TRAVEL AND THE FULL WIDTH OF THE CURB RAMP, LANDING, OR BLENDED TRANSITION TO THE STREET.

7. ORIENTATION: THE DETECTABLE WARNING PANEL SHALL BE LOCATED SO THAT THE EDGE NEAREST THE CURB LINE IS 6" MINIMUM AND 8" MAXIMUM FROM THE CURB LINE. THE PANEL SHALL BE ORIENTE4D TO THE DIRECTION OF TRAVEL AS IDENTIFIED BY THE POINT OF EGRESS.



2 HARDSCAPE PLAN - MIXED USE
1/16" = 1'-0"

1 HARDSCAPE KEY PLAN
1/64" = 1'-0"

OPECHEE CONSTRUCTION CORPORATION
1 CORPORATE DRIVE ■ BELMONT, NH 03220
PH. (603) 524-3550 ■ FAX (603) 524-8029 ■ WWW.OPECHEECO.COM

Mixed Use Development

York & High Street
Portland, Maine

REVISION:
11/16/15 - SITE REVIEW COMMENTS
12/02/15 - SITE REVIEW COMMENTS
01/18/16 - CONDITIONS OF APPROVAL
. .

ISSUED:
08/14/15 - SITE PLAN REVIEW
11/17/15 - SITE PLAN RESUBMISSION
. .

project architect: KAK
drawn by: CDR

HARDSCAPE PLAN & DETAILS

sheet number:
C7.01

Friday, January 15, 2016 4:42:19 PM

HIGH STREET ELEVATION

YORK STREET ELEVATION

EXTERIOR ELEVATIONS

February 24, 2016

© COPYRIGHT

York Street Development

Portland, Maine

OPECHEE CONSTRUCTION CORPORATION

Plan 3

SIDE ELEVATION

ELEVATION AT PARKING AND MAIN BUILDING ENTRY

EXTERIOR ELEVATIONS

February 24, 2016

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York Street Development

Portland, Maine

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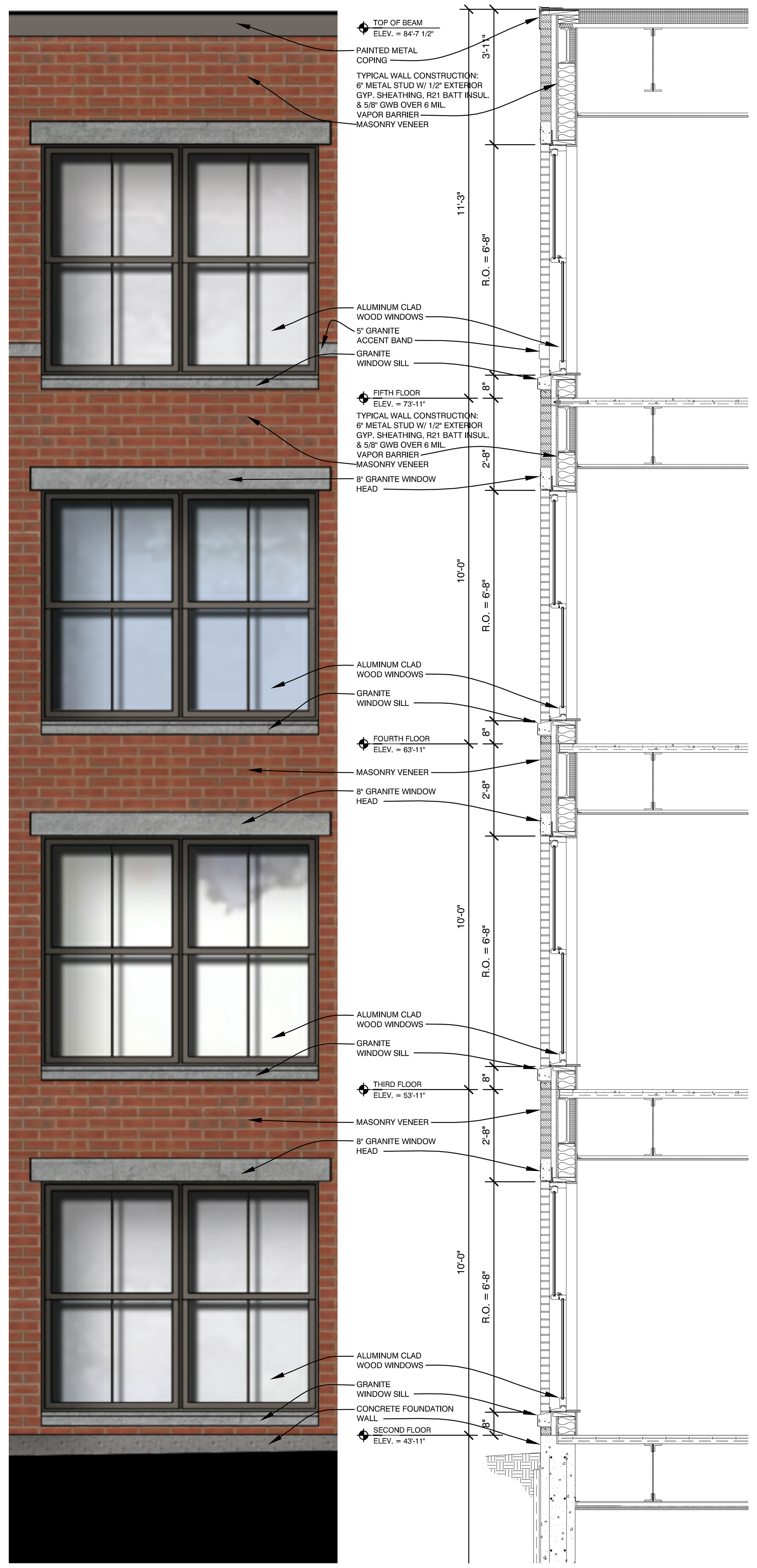
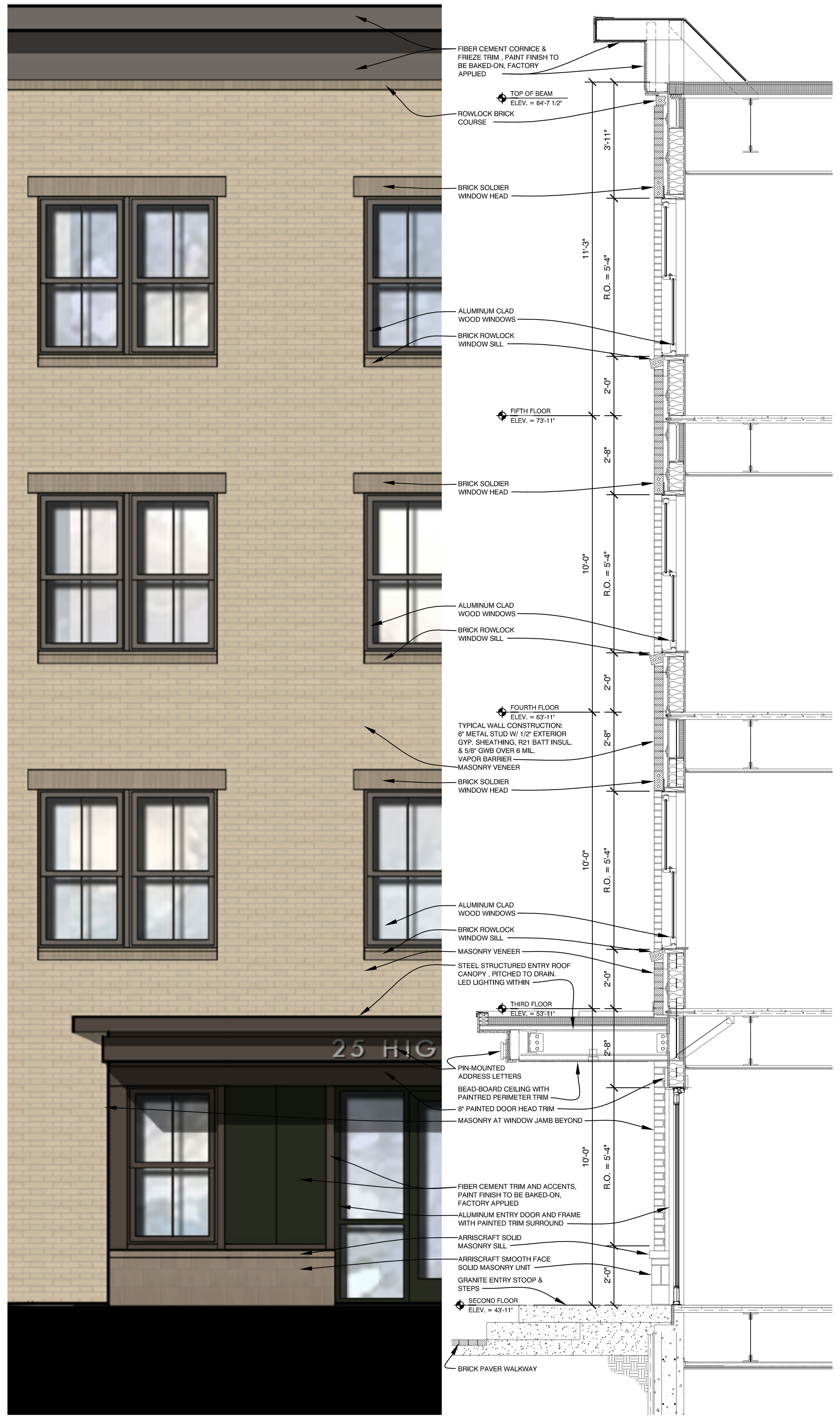
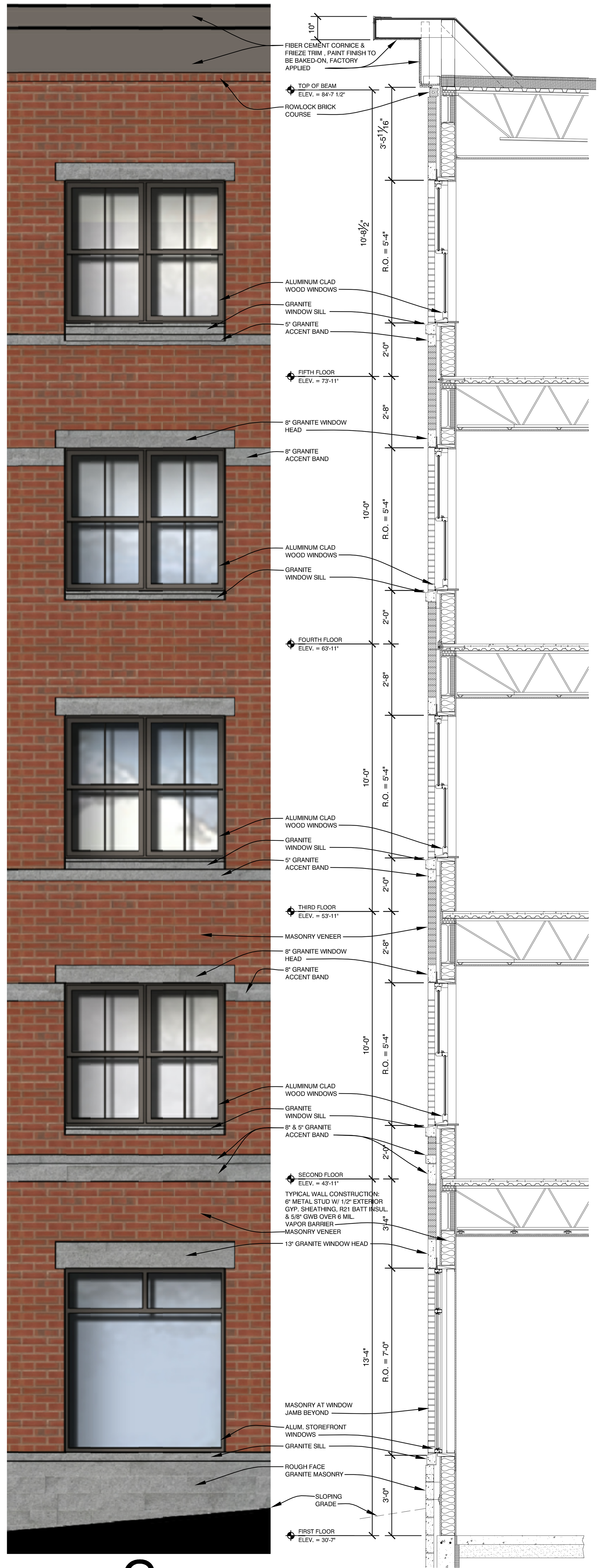
Plan 4



E ELEVATION | SECTION
scale: 3/8" = 1'-0"



D ELEVATION | SECTION
scale: 3/8" = 1'-0"



C ELEVATION | SECTION
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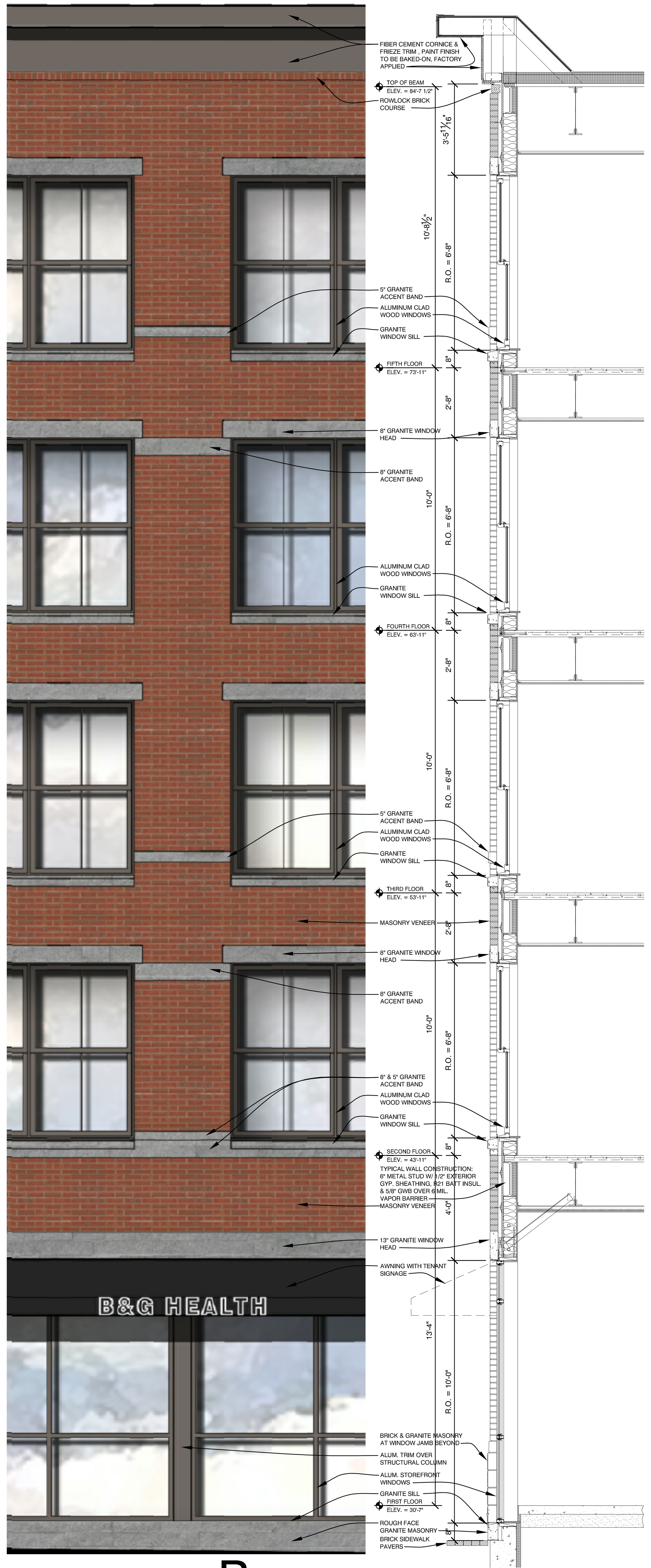

B ELEVATION | SECTION
scale: 3/8" = 1'-0"

A ELEVATION | SECTION
scale: 3/8" = 1'-0"

February 24, 2016
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Portland, Maine

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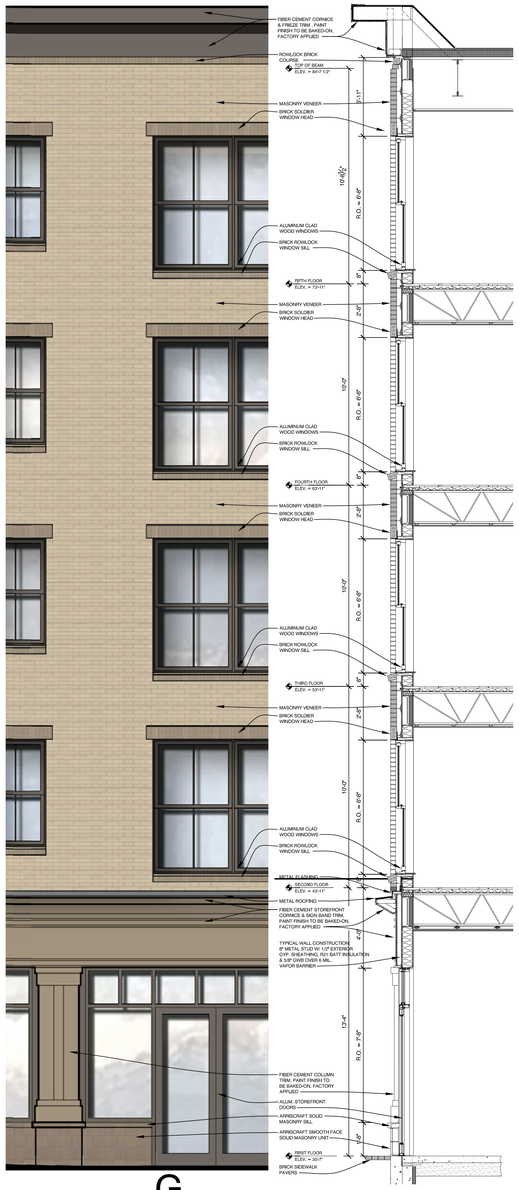
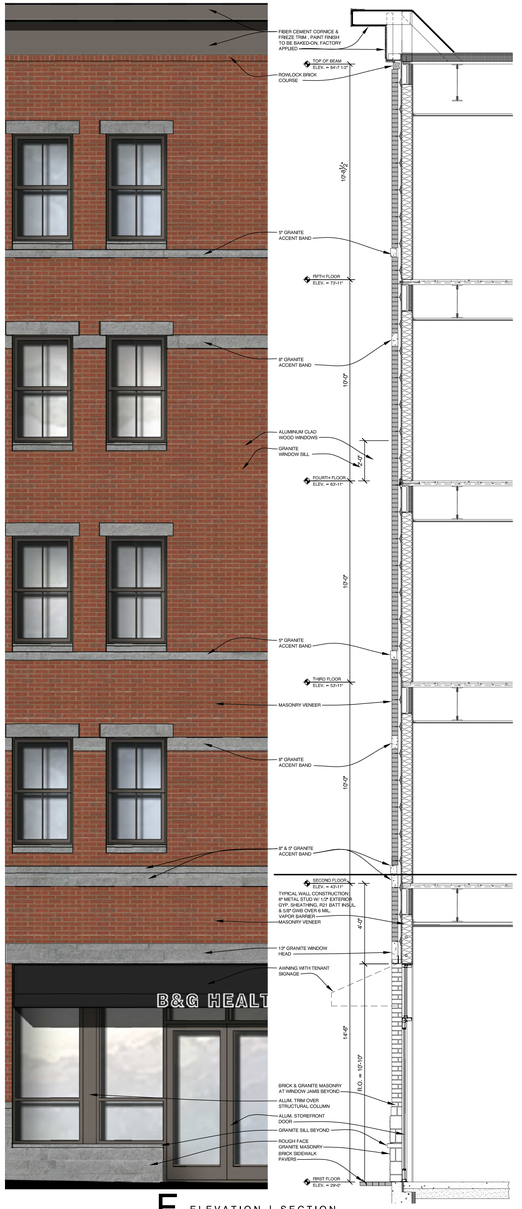


G

ELEVATION | SECTION

scale: 3/8" = 1'-0"



F

ELEVATION | SECTION

scale: 3/8" = 1'-0"

February 24, 2016

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York Street Development

Portland, Maine

OPECHEE CONSTRUCTION CORPORATION

PLANNING BOARD REPORT
PORTLAND, MAINE

Text Amendments to the Land Use Code related to the establishment of the
Department of Permitting and Inspections
City Manager, City of Portland, Applicant

Submitted to: Portland Planning Board Public Hearing Date: March 8, 2016	Prepared by: Tuck O'Brien, City Planning Director Date: March 4, 2016

I. INTRODUCTION

As you know, Mr. Jon Jennings, City Manager, is proposing a reorganization of the Planning and Urban Development Department, which will separate the Inspection Division from the department and combine it with other divisions to create a new department called the Department of Permitting and Inspections. As part of this package of changes, an increase in building permit fees is being proposed. Please refer to the explanatory memorandum, prepared by Julianne Sullivan, Acting Chief of Staff, dated October 25, 2015 attached as Attachment 1 for the background and relationship of the fee increase to the restructuring proposal.

The City Council will be having a first reading on the proposed fee changes on March 7, 2016 and the draft Order for the item is attached as Attachment 2. Although the proposed fee changes themselves do not require Planning Board review, it is anticipated that Councilor Brenerman will propose an amendment to the fee structure which would amend the cost of work exemption currently available to affordable housing projects under Division 30 Affordable Housing of the City Code. In order to facilitate the expedited timeframe for the adoption of these changes, the Planning Board is being asked for their recommendation to City Council regarding the amendments proposed by Councilor Brenerman to the Chapter 14, Land Use Code at their March 8th public hearing. The Planning Board review is specifically related to the potential amendments from Councilor Brenerman as the other proposed amendments related to the fee change are not within the jurisdiction of the Planning Board.

The legal ad appeared in the Portland Press Herald on February 29^{h} and March 1st. The notice was posted on the City's web site. No public comment has been received.

II. PROPOSED TEXT AMENDMENTS TO CHAPTER 14.

The proposed text amendments to amend the fee reduction provisions of Section 14-486 are found in the draft Amendment, Attachment 3.

There are two amendments proposed in Chapter 14, Land Use Code. The Planning Board is being asked for their recommendation to City Council regarding the adoption of these amendments. In general, the amendments increase the amount of cost of work exemptions i.e. building permit fee reductions available to certain types affordable housing projects and clarify the distinction between projects that are subject to

Section 14-487, commonly referred to as the *inclusionary zoning ordinance* and low-income or work force housing projects that are eligible for the reduction.

a. Sec. 14-485. Definitions. (Attachment 2)

This amendment changes the definition of eligible project to clarify that projects subject to the City's newly adopted inclusionary zoning are not eligible for the fee reduction because of the fact they are required to meet the requirements of Section 14-487 *Ensuring Workforce Housing* of the City Code.

b. Sec. 14-486. Reduction of fees and Priority Review.

This amendment increases the maximum reduction available to the projects that are 100% low-income or workforce housing from 25 to 45% and creates a new tier of projects that are 25- 99% low-income of workforce and creates a 25% reduction for those projects.

III. COMPREHENSIVE PLAN ANALYSIS

As stated in Julie Sullivan's memorandum, a new one-stop department is proposed with the goal of "radically improving the City's many permitting and inspections functions…" The fee changes are intended to facilitate and provide stable funding to create this improvement. In addition, ensuring the construction of a diverse mix of housing types that offers a continuum of options across all income levels for both renter and owner-occupied housing is c ore component of Portland's Comprehensive Plan. The Comprehensive Plan includes the following provisions from the Industry and Commerce Plan and Housing: Sustaining Portland's Future, which support these changes.

Portland Industry and Commerce Plan 1994

Revise Zoning

- Create a process that provides a quick response on development permitting

Create Financial Incentives

- Simplify programs and minimize red tape

Adopt Overall Goals for Economic Development

- Reduce costs of doing business in Portland
    - Regulation (others include worker's compensation, transportation, taxes, energy)

Housing: Sustaining Portland's Future - 2002

Goal: ensure the construction of a diverse mix of housing types that offers a continuum of options across all income levels for both renter and owner-occupied

- Evaluate and update, as needed, the building code with reasonable and flexible provisions to encourage a variety of housing types that are well built and safe.

Goal: Maintain, rehabilitate, and restore the existing housing stock as a safe and important physical, economic and architectural resource for the community.

- Foster safe and high quality housing through appropriate building codes and financial assistance.

IV. PROPOSED MOTION

On the basis of the application, plans, reports and other information submitted by the applicant, findings and recommendations contained in the Planning Board Report for the public hearing on March 8, 2016 and on the basis of the testimony presented at the public hearing, the Planning Board finds that the proposed zoning text amendments **[are or are not]** consistent with Portland's Comprehensive Plan and **[recommends or does not recommend]** adoption of the amendments to the City Council.

Attachments:

1. Julie Sullivan memo to Jon Jennings, dated October 26, 2015
2. City Council Order
3. Brenerman Amendment

Portland, Maine Yes. Life's good here.

MEMORANDUM

TO: Jon Jennings, City Manager
FROM: Julie Sullivan, Chief of Staff
DATE: October 26, 2015
RE: Proposed Permitting and Inspections Department

With the goal of radically improving the City's many permitting and inspections functions, I reviewed current positions, processes and structures, and am proposing a new one-stop department. To that end, I conducted approximately 40 interviews including several external partners; reviewed the two 2013 studies, one from the University of Southern Maine and the other from the Government Consulting Group; and looked at best practices from Boston, Burlington, VT and Lowell, MA.

The Planning and Urban Development Department has made concerted efforts over the past few years to strengthen these functions and many improvements can be attributed to their hard work. We are now poised to build on these initial improvements and restructure to fully realize the goal of an effective, efficient permitting and inspections department that provides excellent customer service.

Key areas of emphasis from internal and external interviewees are:

- Need to greatly improve customer service focus
- Information and application materials are far too complex
- Need more detailed web-based interface regarding application status
- Need online application capability which feeds directly into the City software system(s) to avoid staff data entry and simplify the process for applicants
- Applications must be triaged so are not all in one queue, but separated by complexity
- Clear, consistent evaluative measures and processes need to be put in place
- Ordinances need to be rewritten for clarity, consistency and brevity

Summary

The interviews and research indicate that there are clear efficiencies and improvements to be gained by co-locating Inspections, Housing Safety, Zoning, and Business Licensing. Adding Food Service Inspections in the future also makes sense, given the overlapping involvement with overall inspections and business licensing processes.

Currently, all building permit applications go into the same queue. There is some fast-tracking based on application completeness. Staff stated that at least 60% of application volume is small,

residential rehab projects. I suggest re-tooling the front-end processes to triage applications so that simple projects can move quickly and perhaps have permits issued on the spot, with front-end staff able to work with customers needing assistance instead of entering data and uploading documents. It will also be critical to change the threshold for which projects require a zoning review and which do not. Currently, all projects are subject to a zoning review.

For Events, there are efficiencies and improvements to be made by co-locating all event-related staff within one office in Recreation and Facilities Management, adding contract staff to allow the City to more effectively manage the increasing volume and scope of events, and including all event-related permits and fees into one overarching contract.

Although Planning Department staff are extremely wary of any software changes, it is evident that the current programs and processes maintain a patchwork, band-aid approach and do not allow for cost-savings, efficiencies and good customer service. The IT Department is considering a City-wide software solution that could better link the many departments while providing a seamless experience for our customers.

Recommendations are organized into five areas:

1. Structure and Staffing
2. Processes
3. Ordinances
4. IT
5. Budgetary Impact

Recommendations

1. Structure and Staffing

The departments involved in permitting and inspections are: City Clerk, Fire, Health & Human Services/Public Health, IT, Planning and Urban Development, Parking, Police, Public Services, and Recreation and Facilities. In general, permitting and inspections functions are as follows:

Department	Function	Name	Title
Planning	Plan Review	Tammy Munson Jon Rioux Jeannie Bourke Laurie Leader	Inspections Division Director Inspections Division Deputy Director Plan Reviewer Plan Reviewer
	Front desk – Inspections	Doreen Christ	Office Assistant
		Brad Saucier	Admin Assistant
		Vacant	Office Assistant (half time with Inspections, half time with Planning)
	New construction/rehab inspections	Tammy Munson Jon Rioux Doug Morin	Inspections Division Director Inspections Division Deputy Director Code Enforcement Officer

Department	Function	Name	Title
		Brian Laflamme Duane Hanson	Code Enf Off (electrical) Code Enforcement Officer
	Housing complaint inspections/sidewalk issues including outdoor dining, street artists, accessibility issues, etc.	Chuck Fagone	Code Enforcement Officer
	Zoning Review	Ann Machado Christine Stacy	Zoning Administrator Zoning Specialist
	Historic preservation	Deb Andrews Rob Wiener	Historic Preservation Manager Preservation Compliance Officer
	Planning/development	Tuck O'Brien Barbara Barhydt Rick Knowland Christine Grimando Caitlin Cameron Shukria Wiar Jean Fraser Nell Donaldson Phil DiPierro Jennifer Munson Vacant	Planning Division Director Development Review Manager Senior Planner Senior Planner Urban Designer Planner Planner Planner (PT) Development Review Coordinator Office Manager Office Assistant (half time with Inspections, half time with Planning)
City Clerk	Business licensing	Janice Gardner	Business License Administrator
	Event permits	Janice Gardner	Business License Administrator
HHS	Food service inspections	Mike Russell Eric Cobb Tom Williams	Program Manager Inspector Inspector
Fire	Plan review	Keith Gautreau Craig Messinger David Petrucelli	Asst Fire Chief, Fire Prevention Lieutenant Captain
Public Services	Events	Ted Musgrave Rusty Groh	Event Coordinator Event Assistant
	Street opening permits	Carol Merritt	Account Clerk
	On-street parking permits	Gretchen Gagnon	Office Assistant
	FOG/Water Resources	Ben Pearson	Assistant Engineer
	Plan review	Kathy Earley	Director of Engineer Services
		David Margolis-Pineo	Deputy Engineer
		Jeff Tarling	City Arborist
		Jeremiah Bartlett	Transportation Engineer
		Rhonda Zazzara	Inspection Coordinator
IT	Urban Insight, Civic Plus, ePlan	Dan Boutilier Vicki Bourret	IT Dept Director Deputy IT Director
Rec & Facilities	Events	Sally DeLuca Andy Downs	Rec & Facilities Dept Director Director of Public Assembly Facilities
Parking	Events	John Peverada	Parking Manager

Department	Function	Name	Title
Police	Events	Sgt. Mike Rand	Traffic
Housing Safety Office	Rental housing inspections	Art Howe	Administrator
		Ian Houseal	Program Coordinator
		TBH – 3 positions	Code Enforcement and Life Safety Inspector(s)

Initially, the following components were considered for inclusion in the new one-stop department:

- Inspections
- Business Licensing
- Events
- Parking Permits
- Zoning
- Food Service Inspections
- Housing Safety

These components were presumed to stay under Planning:

- Housing and Community Development
- Transportation
- Planning and Historic Preservation

Because the Housing Safety Office (HSO) is just starting up, I believe it is best to allow the HSO to achieve its own short-term deliverables without having to be caught up in the trials and tribulations of a new, combined department. I suggest bringing the HSO into the new one-stop 3 to 6 months after implementation. The Food Service Inspections program in the Public Health Division is functioning well and also can be brought into the new one-stop at a later date.

On the other hand, I do not recommend bringing Events into this one-stop. There is enough complexity in combining all building-related permitting and inspections as well as business licensing functions; the best practices review did not yield any other municipalities who combine these functions with events; and interviews with Events staff indicate several improvements that can be made to streamline event-related permitting within an improved events one-stop:

- Bring Event Coordinator and Event Assistant from Public Services into the Events office under the Director of Public Assembly Facilities.
- Fill the Deputy Director of PAF position, as the Director has too many direct reports.
- Contract with event coordinators to allow the City to respond more efficiently and effectively to the increased volume and scope of events.
- Combine all relevant permits under one event contract, so that customers are paying one fee at one time.

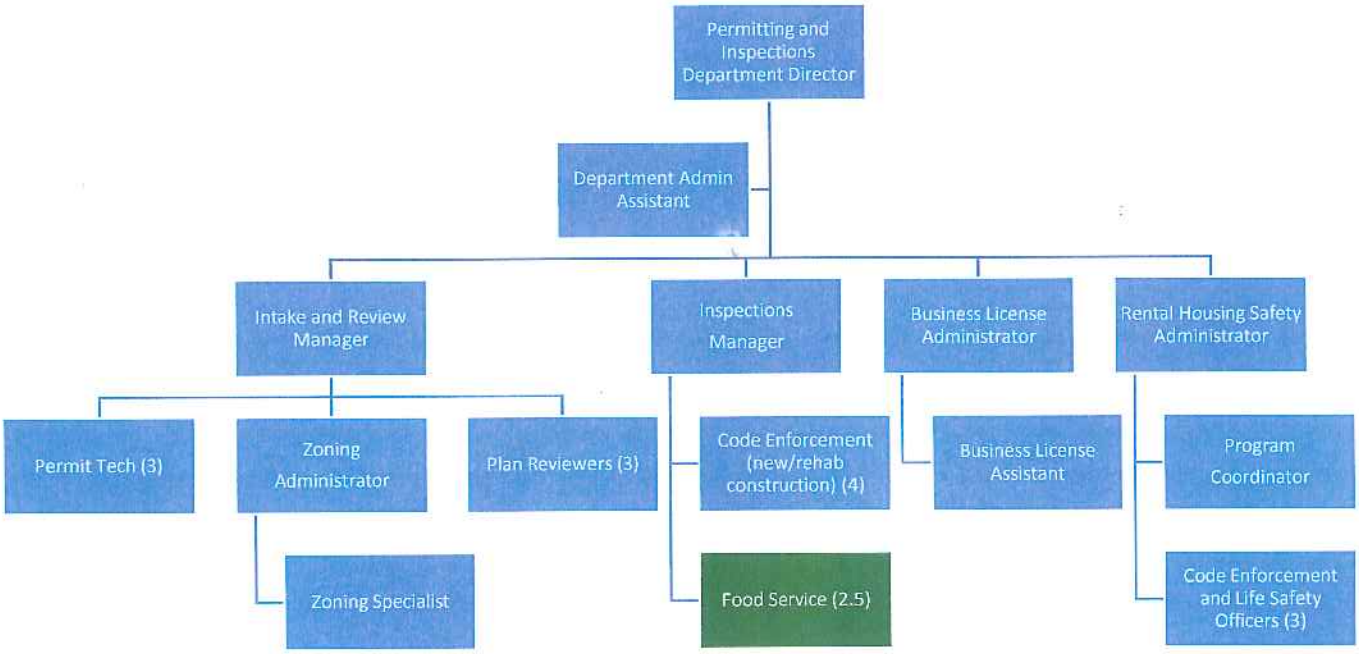
- Set a threshold above which an event needs to have its own organizer or we will charge them for the cost of an organizer.
- Consider enforcing deadlines such that fees increase for late requests.
- Tent permits should go through admin review and not zoning.
- Set a threshold above which an event needs Fire Department involvement.
- Consider a threshold for types of events that should have City Manager approval at the outset.
- Fully utilize City software systems, either Urban Insight or a new software solution.

I also do not recommend bringing Parking into this one-stop. While Parking is involved with events permitting as well as some construction-related permitting, it is a relatively isolated process that works well as it is.

However, there are advantages to moving the street opening and on-street parking permits related to construction from Public Services to the one-stop, and either the Department Admin Assistant or the Planning Techs could issue those permits. In addition, it make sense to incorporate the Fats, Oils and Grease permits into the one-stop, as they are a significant challenge for the food service industry and part of the building review process.

The new Permitting and Inspections Department would incorporate the following changes:

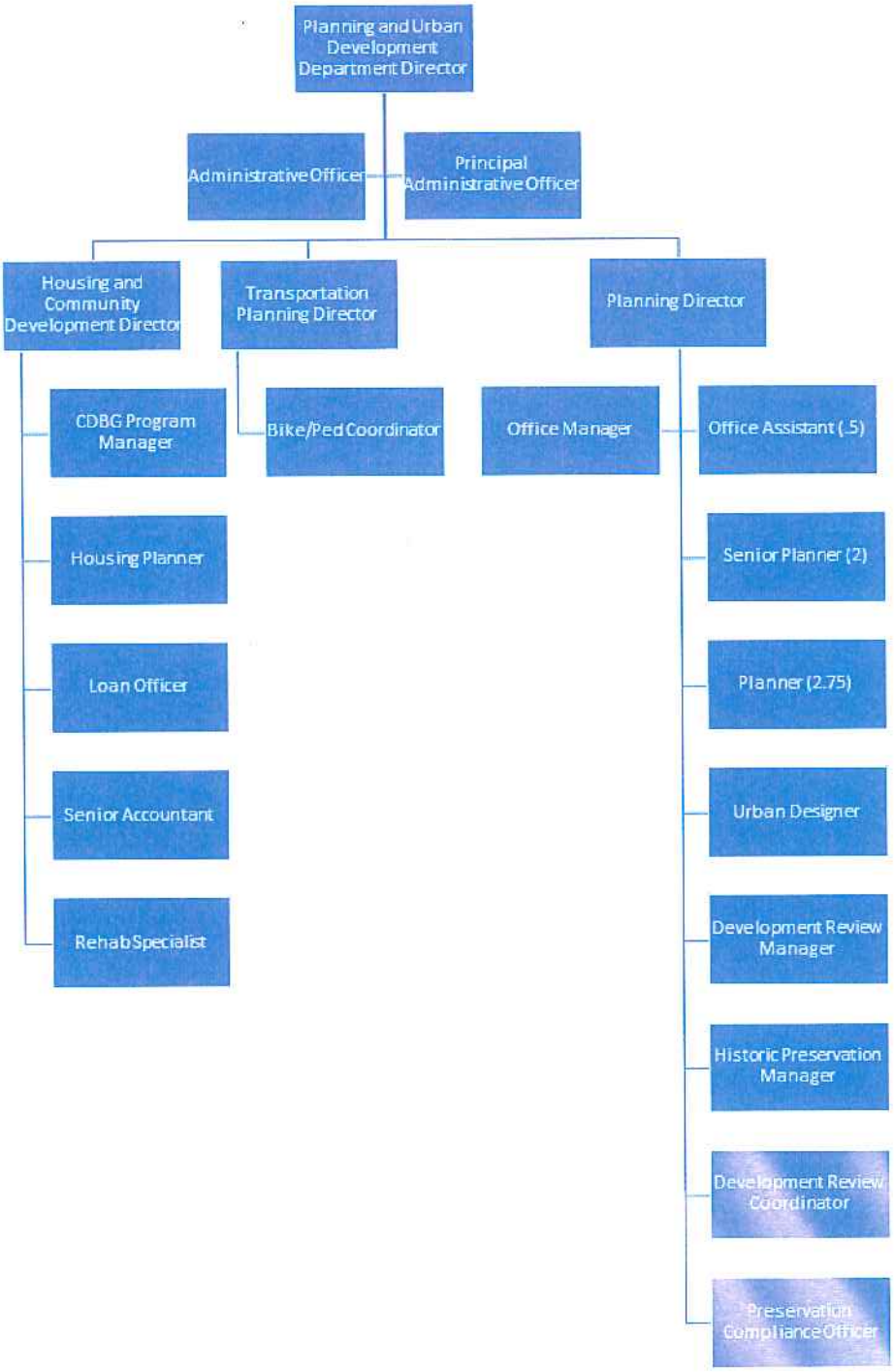
- New department head
- New front-end position: Planning Tech - Quickly reviews all incoming applications, works directly with applicants on completeness and accuracy, issues same-day permits, queues more complicated projects, serves as point person for applicant questions throughout the process, and ensures an excellent customer service experience.
    - Currently, there are 2.5 front-end positions: 1.5 Office Assistants and one Administrative Assistant
    - I suggest eliminating these positions.
    - Given the volume, I recommend three Planning Tech positions to comprise the front end.
    - I also recommend a senior-level administrative position to report to the Department Director, support the entire department, and answer phones.
- Additional life safety plan reviewer funded by HSO revenues and reporting to the Intake and Review Manager. This position should also conduct ADA reviews; currently, the State Fire Marshal does so, which has not been an effective process.
- New Intake and Review Manager and Inspections Manager positions
- Elimination of Inspections Division Director and Deputy Director positions



This approach allows for management by function for intake, review and inspections. The green shading shows that Food Service Inspections would join the department in the future.

To underscore, the success of this structure relies in large part on the Planning Techs, an effective triage process based on project complexity, and a robust customer service orientation.

The Planning and Urban Development Department would then look like this, assuming no additional changes to current staffing:


Planning and Urban Development Department Director
Administrative Officer
Principal Administrative Officer
Housing and Community Development Director
Transportation Planning Director
Planning Director
CDBG Program Manager
Housing Planner
Loan Officer
Senior Accountant
Rehab Specialist
Bike/Ped Coordinator
Office Manager
Office Assistant (.5)
Senior Planner (2)
Planner (2.75)
Urban Designer
Development Review Manager
Historic Preservation Manager
Development Review Coordinator
Preservation Compliance Officer

To summarize, proposed staffing changes entail:

- Planning and Urban Development
  - Inspections Division moves to proposed Permitting and Inspections Department (PID)
  - Zoning moves to PID
  - Housing and Community Development, Transportation Planning, and Planning
- City Clerk
  - Business License Administrator (and possibly part-time assistant) move to PID
- Housing Safety Office
  - Moves to PID
- Health & Human Services, Public Health Division
  - Food Service Inspections moves to PID in the future
- Public Services
  - Event Coordinator and Event Assistant move to Rec and Facilities
  - Determine how best to handle FOG permits in the new department
- Recreation and Facilities Management
  - Consider adding Deputy Director of Public Assembly Facilities to ensure Director is positioned to handle the ever-increasing scope and volume of events
  - Add Event Coordinator and Event Assistant from Public Services
  - Consider adding contract Event Coordinators to help meet demand

2. Processes

Perhaps the clearest priority heard from nearly all interviewees was the need to revamp the front-end processes for all application types. Currently, the process is supposed to entail:

1. Applicant completes PDF form and sends it via email as an attachment, along with drawings
2. Staff review materials for completion, legibility and accuracy
3. Staff enter all the data into Urban Insight and upload plans to Archive and ePlan plan review software
4. Invoice is created and sent to applicant to pay online
5. When payment is posted, plan review begins
6. Permit issued and final approved plans are stamped

I recommend the following front-end process changes:

- Ideally, an effective software solution eliminates the need for staff to enter data, upload documents, scan documents, save them to multiple places, etc. I address this issue more fully in the IT section.

- Without having to enter data and upload documents to different places, and direct phone calls, we can eliminate the 1.5 Office Assistant positions (.5 is currently vacant) and replace with three Planning Techs.
    - Move the Admin Assistant to report to the new Department Director, support the entire department, and answer phones. This allows the Planning Techs to focus on customers and applications.
    - The Planning Techs would work with walk-in applicants and review electronic submissions.
        - They would follow up with applicants to ensure that all needed materials are submitted, serve as a single point of contact for applicants, and eliminate the need for Zoning or Plan Review to have to chase down applicants for missing information.
        - They would triage applications based on complexity and strive to issue same-day permits for simple projects with all information submitted.
    - The Planning Techs would have enough knowledge to work effectively with applicants and would be required to use solid customer service skills to ensure positive, productive interactions with all applicants at all times.
- The invoicing process should be reconsidered so that all fees are clear and simple, known to applicants up front, combined from the many different possible departments that could be involved, and due at an appropriate point in the process.
    - I suggest a full review of our fee structure, especially given prior recommendations to use Burlington, VT and Lowell, MA as key comparables. Fee amounts have already been reviewed; I believe the number of separate fees currently assessed should be considered now, with the goal of simplifying.
    - Some interviewees suggested we consider providing credits for any required third-party reviews against building/permit fees. It is my understanding that such reviews were primarily if not entirely life safety reviews. Thus, with the addition of a dedicated life safety plan reviewer, there should no longer be a need for such reviews on a regular basis.
- A new software package should allow us to more easily create simple, clear, streamlined information and application materials. Currently there are far too many kinds of forms and they are extremely difficult to understand. Prior studies have recommended looking at Burlington as an example here as well. Regardless of software implementation, this information and materials needs to be revamped entirely.

Other process changes should include:

- Develop training and evaluative measures to ensure consistency across reviewers and inspectors. Numerous interviewees cited issues with inconsistent approaches.
- Continue the pre-application and pre-development meetings, and consider how to streamline them so they are less of a time commitment for staff.
    - Implement a brief evaluative process for applicants to garner ideas for improvements

    - Perhaps with the role of the Planning Techs these meetings may be less critical than they are now
- Consider increasing the threshold for projects required to have a Planning Board review. There are too many items going before them, such that simpler projects are delayed and the Board has perhaps an untenable workload.
- Consider increasing the threshold and clarifying the requirements for projects to have a Zoning review. It appears that all projects get a zoning review now, and it is likely that is unnecessary for a large portion.
- Building (and housing safety) inspections staff need to follow same summons practice as Fire has begun using, as a result of the Fire/Code Task Force recommendations.

3. Ordinances

The many sections of the City Code of Ordinances pertaining to permitting, licensing and inspections fall under numerous chapters, are in PDF form, and often are confusing or contradictory. The Planning and Urban Development Department Director is well aware of these challenges and the need for a full rewrite. He has already set priorities for the Zoning code in case a full rewrite is not able to happen in the short term.

I would also suggest that the code be presented in a user-friendly, online format which would allow users to search quickly and easily for relevant topics, and find cross-references and definitions. Many municipalities use Municode for this.

4. IT

The Planning and Urban Development (PUD) Department has worked hard to implement recommendations from prior studies, especially in this area. PUD leadership have collaborated closely with IT leadership to improve Urban Insight and ePlan, as well as to move toward a more paperless system. PUD staff and leadership were, understandably, very frustrated by the time wasted and data lost during the City's efforts to implement One Solution a few years ago.

While software packages are not a magic bullet, all interviewees and best practices research indicate that there are significant improvements and efficiencies to be gained by moving away from the current system. It is critical that internal stakeholders are involved in a collaborative decision-making process around a possible new software solution.

- We lack IT capacity to continue to improve the homegrown software in a timely fashion. Even contracting for programming support continues a piecemeal, band-aid approach.
- While submitting electronic versions of application materials reduces paper, it has not led to a significant process improvement or elimination of backlog, and interviewees commented that they were still required to provide multiple sets of paper plans.

- We need a robust web-based interface for applicants, including information, forms, and detailed information on status tracking and reviewer conditions/requests for additional information.
- We must strive for simplicity and clarity in all information and materials. There are too many forms which are too difficult to understand. A new software solution may take care of this for us; if not, and perhaps regardless, it would be productive to have a cross-section of applicant types review new forms and materials and provide feedback before implementation.
- Inspectors' time must be used as effectively as possible. While tablets were purchased for all of them, they are not using tablets in the field because they find the process far too slow and has too many steps. They choose to return to office for all data entry. There are significant concerns regarding this process; their notes must be timely, detailed, and accurate and contain only professional language.
- I suggest moving away from using a general email inbox, or at least requiring staff responding from that inbox to insert their name and contact information. Customers need to know who they're hearing from.
- Finally, I am optimistic regarding the possibility of a new City-wide software package which would integrate efficiently across departments, require far less IT staff programming time, and allow for a simple, effective, transparent process for applicants. It is critical that decisions regarding new software be reached by a collaborative process involving internal stakeholders.

5. Budgetary Impact

- Inspections revenues, conservatively, should be between $1.2 and $1.7 million for this fiscal year.
  - Current Inspections expenses are approximately $690,000.
  - It is possible that revenues will cover the additional costs of the PID Dept Head salary, the Planning Tech positions plus the salary differential from Office Asst/Admin Asst to Planning Techs, and any additional expenses associated with this new one-stop department.
  - Estimated personnel costs are:

Current Position	Union	FTE	Salary	Proposed	Union	FTE	Salary	Difference
Inspections Office Asst	CEBA 9	1.5	$ 51,509	Planning Technician	TBD	3	$ 150,000	$ 98,492
Admin Assistant	CEBA 8	1	$ 34,105	Executive Assistant	NU 4	1	$ 40,833	$ 6,728
				Department Director	NU	1	$ 104,000	$ 104,000
								$ 209,220

- There is possibly a need for new space. The current Inspections offices on the third floor of City Hall can likely absorb most, but maybe not all, of the staff for the one-stop.

Facilities staff will need to be consulted to determine the best way to handle physical space needs for the new department.

Conclusion

The Planning and Urban Development Department staff and those performing permitting, licensing and inspections functions throughout the City are to be praised for their commitment to process improvement, and for working under stressful conditions for a long time. Creating a new department encompassing these many functions will allow for an invigorated approach focusing on streamlining processes, managing by functional area, and ensuring excellent customer service.

Interviewees

Internal

Who	Dept	Role
Andrews, Deb	Plng	Historic Preservation
Barhydt, Barbara	Plng	Development Review Services Manager
Bourque, Jeanie	Plng/Inspex	Plan Reviewer
Bourret, Vicki	IT	Deputy Director
Boutilier, Dan	IT	Department Director
Cameron, Caitlin	Plng	Urban Designer
Christ, Doreen	Plng/Inspex	Office Assistant
DeLuca, Sally	Rec & Facil	Department Director
Dobson, Lannie	Plng/Inspex	Office Assistant (former)
Downs, Andy	Rec & Facil	Director of Public Assembly Facilities
Fagone, Chuck	Plng/Inspex	Code Enforcement Officer
Gardner, Janice	City Clerk	Business License Administrator
Gautreau, Keith	Fire	Asst Chief, Fire Prevention
Grimando, Christine	Plng	Senior Planner
Hanig, Nelle	Eco Dev	Business Programs Manager
Kelly, Desiree	Plng	Principal Admin Officer
Knowland, Rick	Plng	Senior Planner
LaFlamme, Brian	Plng/Inspex	Electrical Inspector
Leader, Laurie	Plng/Inspex	Plan Reviewer
Levine, Jeff	Plng	Department Director
Machado, Ann	Plng/Inspex	Zoning Administrator
Merritt, Carol	Pub Serv	Account clerk (Street openings)
Meserve, Tori	Fire	Fire Prevention admin
Messinger, Craig	Fire	Lieutenant, Fire Prevention
Mitchell, Greg	Eco Dev	Department Director
Moon, Troy	Pub Serv	Environmental Programs and Open Space Manager
Munson, Tammy	Plng/Inspex	Inspections Division Director
Munson, Jennifer	Planning	Office Manager
Musgrave, Ted	Pub Serv	Event Coordinator
Needelman, Bill	Eco Dev	Waterfront Coordinator
Pearson, Ben	Pub Serv	Wastewater Engineer (FOG)
Petrucelli, David	Fire	Captain, Fire Prevention
Peverada, John	Parking	Parking Manager
Rand, Sgt Mike	PD	Traffic
Rioux, Jon	Plng/Inspex	Inspections Deputy Director

External

South Portland Planning staff	
Veroneau, Vin	JB Brown
Munroe, Tom	CAP Services
Sanborn, Heather	Rising Tide
Ghanekar, Gillian	JB Brown

Russell, Mike	HHS/PH	Program Manager, Food Service Inspections
Saucier, Brad	Plng/Inspex	Admin Assistant
Soma, Toho	HHS/PH	Public Health Division Director
Stacy, Christine	Plng/Inspex	Zoning Specialist

Proposed Building Permit Fee Change

Current Fee	Proposed Fee
$25 per first $1,000 of construction costs then 1.1% above that	$25 per first $1,000 of construction costs then 1.6% above that

Expected Revenue Increase		Current Fee	Current Exp Revenue	Proposed Fee	Est CY 16 Revenue	Est Increase
Est CY 15 Total Construction Costs	$116,163,549	1.1%	$1,277,813	1.6%	$1,858,626	$580,813

Additional Costs for New Department

Staffing Changes (salary difference plus fringe)	$ 276,756
Technology Improvements	$ 295,557
Training Budget (3 Permit Techs, continuing ed for others)	$ 8,500

Building Permit Fees - Comparisons

Portland - current	$25 for first $1,000; 1.1% above
Portland - proposed	$25 for first $1,000; 1.6% above
Bangor, ME	$38-55 minimum plus $7 per $1,000 of construction costs (.7%)
Burlington, VT	$30 min plus $8.50 per $1,000 of cost of work (.85%)
Lewiston, ME	$25 min plus $6 per $1,000 of cost of work (.6%)
Manchester, NH	$30 min plus 1% of cost of work plus $.02 per square foot plan review fee
Portsmouth, NH	$50 min plus $.25 per gross square foot of floor area for new construction; $7 per 1,000 of residential renovation cost (.7%); $10 per $1,000 of commercial renovation cost (1%)
South Portland, ME	1.5% per $1,000 of construction costs

Att. 2

Order 165-15/16
Tab 21 3-7-6

ETHAN K. STRIMLING (MAYOR)
BELINDA S. RAY (1)
SPENCER R. THIBODEAU (2)
EDWARD J. SUSLOVIC (3)
JUSTIN COSTA (4)

CITY OF PORTLAND
IN THE CITY COUNCIL

DAVID H. BRENERMAN (5)
JILL C. DUSON (A/L)
JON HINCK (A/L)
NICHOLAS M. MAVODONES, JR (A/L)

AMENDMENT TO PORTLAND CITY CODE
Re: REORGANIZING PLANNING AND OTHER DEPARTMENT DIVISIONS INTO A NEW DEPARTMENT OF PERMITTING AND INSPECTIONS

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PORTLAND, MAINE IN CITY COUNCIL ASSEMBLED AS FOLLOWS:

1. That Section 2-17 is hereby amended to read as follows:

Sec. 2-17. Additional duties assigned.

In addition to the duties imposed on them by the Charter, state law and ordinance of the city, the City Council or the City Manager, the following officers shall perform the additional duties list below:

(a) *City Clerk:*

...

(h) *Director of Planning and Urban Development/Director of Permitting and Inspections:*

1. Unless otherwise designated, ~~The Director of Planning and Urban Development and~~the Director of Permitting and Inspections ~~the Department of Planning and Urban Development~~ shall be considered as the Building Authority. ~~and~~

2. The Director of Planning and Urban Development shall be the Planning Authority of the City. ~~.~~

~~2. The Director of Planning and Urban Development shall supervise, manage and control the Department of Planning and Urban Development. Such department shall consist of the following divisions: Planning, Building Inspection, Housing Inspection, Relocation and Housing Rehabilitation.~~

3. The Director of Planning and Urban Development

shall be secretary to the Planning Board ~~and shall perform and be responsible for all other duties previously performed or required to be performed by the Planning Director or the Planning Department~~.

4. ~~Through the Division of Housing Inspection, the~~ Director of Permitting and Inspections or his or her designees shall exercise such authority and enforce such laws, ordinances and regulations pertaining to residential dwellings as the agent of the Director of Health and Social Services.

5. ~~Through the Division of Neighborhood Rehabilitation, t~~The Director of Planning and Urban Development or his/her designee shall approve and negotiate housing rehabilitation loans and grants and manage all loan and grant activities concerning residential units, including the repayment thereof to the City through the Finance Department, and he or she shall be responsible for contract administration and disbursement of all funds to housing rehabilitation agencies from whatever source such funds are derived.

6. ~~Through the Division of Neighborhood Rehabilitation, t~~The Director of Planning and Urban Development or his/her designee shall be responsible for administrative oversight of public improvement programs implemented by other City departments in neighborhood conservation areas and shall advise and assist such departments in the development of such programs, and he or she shall also advise and assist the Planning Director in the delineation of new neighborhood conservation areas.

~~7. Through the Division of Building Inspection, the Director shall exercise such authority and perform such duties as were formerly exercised or performed by the Building Inspector or the former Department of Building Inspection Services. Wherever in this Code there appear the terms "Building Inspector," "Department of Building Inspection Services," etc., they shall be construed to mean the Director of Planning and~~

~~Urban Development.~~

~~8. Through the Division of Relocation, the Director shall furnish relocation assistance to occupants of real property acquired by the City to the extent such assistance is required by law.~~

7~~9~~. In addition to the aforesaid, the Director of Planning and Urban Development shall undertake such duties or responsibilities with respect to the Community Development Program as the City Manager may from time to time direct, and with the approval of the City Manager, he or she may employ additional assistants to administer grants obtained as part of the community development program whose salaries shall be paid for out of the grant budget.

8~~10~~. The Director of Permitting and Inspections ~~of Planning and Urban Development~~ is hereby designated an agent of the health officer to exercise such authority and enforce such laws, ordinances and regulations pertaining to potential health hazards in residential, industrial, and commercial buildings and including but not limited to the following: investigation and oversight of local food service establishments, control of rabies, control of insects and rodents, control of refuse and its disposal, and investigation of lead paint.

2. *That Section 3-27 is hereby amended to read as follows:*

Sec. 3-27. Application.

Application for a bottle club license shall be filed in accordance with chapter 15. In addition to the requirements of that chapter, an applicant for a bottle club shall furnish the Department of Permitting and Inspections~~clerk~~ with the following:

(a) An affidavit which identifies all principal officers, their places of residence at the present time, and for the immediately preceding three (3) years;

(b) A description of the premises for which a license is desired which shall set forth such other material information, description, or plan of that part of the premises where it is proposed to consume or keep liquor as the clerk or the city council may require.

3. That Sections 4-27, 4-51, and 4-81 are hereby amended to read as follows:

Sec. 4-27. Notice and hearing.

The Department of Permitting and Inspections~~city clerk~~ shall conduct a public hearing with respect to the grant of any original license issued under this division.

...

Sec. 4-51. Required.

(a) No person licensed by the state to sell liquor to be consumed on the premises, and no bottle club licensed by the city, shall permit on the premises any music except that produced by radio or mechanical device, any dancing, or entertainment of any sort without an entertainment license from the city. The license required by this subsection and state law authorizes entertainment only during the hours when state law permits the sale of alcohol for consumption on the premises.

(b) After-hours entertainment shall require a separate license as provided in this division subject to the following restrictions and requirements:

(1) Operations under such separate license shall end at 3:00 a.m.

...

(5) In addition to the after-hours license, at least seven (7) days in advance of each event, the license holder shall deliver a written notice to the Department of Permitting and Inspections~~clerk's office~~ during normal business hours specifying the date upon which the event will be held. The Department of Permitting and Inspections~~city clerk~~ will forward the notice immediately to the police department, track the number and frequency of events per licensee per calendar month and inform a licensee if an event is not allowed.

...

Sec. 4-81. Applications and fees.

Applications for a state license to conduct beano or a game of chance shall be deemed sufficient applications for the purpose of chapter 15 if accompanied by the fees prescribed therein. Upon compliance with this article and chapter 15, Department of Permitting and Inspections~~the clerk~~ shall signify the consent of the city council to such application.

4. That Sections 6-1, 6-17, 6-51, 6-68, 6-115 and 6-132 are hereby amended to read as follows:

Sec. 6-1. Penalties.

Any person, including, but not limited to, a landowner, the landowner's agent or a contractor, who violates any of the provisions set forth in Chapter 6 is liable for the penalties set forth in this section. For purposes of this Chapter, the Director of Permitting and Inspections is the *building authority.*

(a) *Penalties.* Except for paragraph g., monetary penalties shall be assessed on a per-day basis for each day on which a violation exists:

...

Sec. 6-17. Fee Schedule.

The applicant shall submit the cost of work in order to determine the permit fee. If the construction cost submitted is less than that as indicated by national standards such as BOCA International or the R.S. Means Company, Inc., the City of Portland reserves the right to reevaluate the proposed project cost based on the referenced national standard and assess the larger of the fees. All building permit applications shall be accompanied by the appropriate fee as established below:

(a) Construction work:

(1) Cost of work fees:

Up to $1,000.00 . . . . . .$25.00
$1,000.00 or more . . . . .$25.00 + $~~1~~16.00 per $1,000.00 above $1,000.00

(2) Belated fees:

Below $25.00 permit fee . .$50.00 additional
Above $25.00 permit fee . .$100.00 additional

(3) Amendments to application:

Up to $1,000.00 . . . . . .$25.00
$1,000.00 or more . . . . .$25.00 + $16~~1~~.00 per $1,000.00 above $1,000.00

...

Sec. 6-51. Required.

(a) A permit must be procured from the ~~electrical division of the~~ building authority before commencing work upon the installation of wires for the purpose of conducting electric current for power, heating, illuminating or signaling purposes, or for electrical appliances and apparatus in or upon public or private buildings, structures or premises, either new or existing.

(b) A permit must ~~be procured~~ also be procured~~from the division~~ before commencing work upon the alteration or the addition to, or both, of wires already installed and approved by the electrical inspector.

...

Sec. 6-68. Right of access and inspection.

The electrical inspector shall have access at all reasonable times to all wiring devices, appliances and apparatus in or upon any public or private premises, which carry or are intended to carry an electrical light or power current, and no person shall arrange, fix or change any such wiring, devices, appliances, or apparatus without giving the building authority ~~electrical division~~ reasonable notice and opportunity to inspect and approve such alterations or changes.

...

Sec. 6-115. Lead-based paint hazard.

(a) This provision is intended to supplement the Lead Poisoning Control Act (22 M.R.S.A. Sections 1314 et seq.) and the regulations adopted pursuant thereto including, but not limited to, the Rules for Environmental Lead Inspections and the Rules for Abatement of Environmental Lead Hazards.

(b) When either the city's health authority, as defined in section 2-17(h), or the city's director of ~~-~~permitting and inspections~~planning and urban development~~, as defined in section

2-17(h~~i~~)(10) of this Code as amended, determines that 'an environmental lead hazard exists in any dwelling or premises (as those terms are defined in Section 216.03-7 and Section 216.03-31 of the Rules for Abatement of Environmental Lead Hazards), he or she shall issue an order in writing to the owner (as defined in Section 216.03-28 of the Rules for Abatement of Environmental Lead Hazards), describing the environmental lead hazards and establishing a time within which such hazards shall be abated.

...

Sec. 6-132. Licensed lodging.

(a) *Statement of policy.* The intent of this section is to provide tenant-at-will status to residents of licensed lodging, as defined in section 6-106, after they have resided in a unit for thirty (30) days or more. Such licensed lodging offers sleeping accommodations but few other amenities, and residents of such housing in the past have been subjected to summary eviction procedures by landlords who purposefully characterize their rentals as "lodging houses" and thereby purport to act under state law in ejecting occupants without any recourse, regardless of the length of residency.

...

(g) *Termination of owner's interest.*

(1) Upon termination of an owner's interest in any building or structure providing licensed lodging, whether by sale, assignment, death, appointment of a receiver or otherwise, the owner shall advise the successor in title, the City of Portland and all occupants of licensed lodging who have qualified under subsection (f) above of the status of such occupants, which shall be binding upon the successor in title as though it were the owner when the status was achieved.

(2) Notice to the City of Portland shall be addressed to:

Housing Safety Office~~Chief of Inspection Services~~
Portland City Hall
389 Congress Street
Portland, ME 04101

...

5. *That Section 10-3 is hereby amended to read as follows:*

Sec. 10-3. Amendments.

The NFPA 101: Life Safety Code adopted by section 10-1 is amended, modified and deleted in the following respects:

(a) Section 3.3.32.8 shall be amended to read as follows:

Historic Building: A building designated a Landmark or Contributing Building within a local or National Register historic district, pursuant to Article IX of the Portland City Code.

(b) Section 3.3.97 shall be amended to include the following:

"In the case of structures posing significant life safety risks that may result in the displacement of person(s), a fire watch not to exceed seven days, with specifications and criteria to be set by the authority having jurisdiction, may be instituted if said watch is approved by the authority having jurisdiction, the City Manager, Corporation Counsel, and the Director of Permitting and Inspections~~Planning & Urban Development~~."

...

(d) Section 3.3.114 shall be amended to include the following:

"In the case of structures posing significant life safety risks that may result in the displacement of person(s) a fire watch, not to exceed seven (7) days, with specifications and criteria to be set forth by the authority having jurisdiction, may be instituted if said watch is approved by the authority having jurisdiction, the City Manager, Corporation Counsel, and the Director of Permitting and Inspections~~Planning & Urban Development~~."

...

6. That Sections 11-2, 11-10, 11-11, 11-12, 11-13 and 11-25 are hereby amended to read as follows:

Sec. 11-2. Copies on file with the Department of Permitting and Inspections~~Clerk~~.

Pursuant to Title 30-A M.R.S.A. §3003, at least three (3) copies of the Maine State Food Code as adopted by reference by Section 11-1 above, have been and shall be on file in the office of the Department of Permitting and Inspections~~City Clerk~~ for public inspection and use.

...

Sec. 11-10. Certified Food Protection Managers.

(a) A food service establishment must have at least one employee granted supervisory and management responsibility designated a Certified Food Protection Manager (CFPM) as defined in Section 1.201.10.B of Maine State Food Code 2013: Food Code adopted in Section 11-1, above. Proof of CFPM certification is required as follows:

...

(b) Proof of compliance with the requirements of this section shall be provided to the City Food Inspector. Prior to the issuance of any license required by Chapter 15, the City Food Inspector must certify to the Department of Permitting and Inspections~~City Clerk's Office~~ that the requirements of this Section have been met. Failure to provide proof of compliance with the requirements of this Section will be subject to a denial, suspension or revocation of a license in accordance with the provisions of Chapter 15. In addition to license suspension or revocation, violations of subsection 11-10(a)(3)& (4), above, shall result in a penalty to the violator of $150.00.

...

Sec. 11-11. Ice cream trucks.

All ice cream trucks shall comply with the following:

(a) *General regulations.* All ice cream trucks shall comply with all requirements of section 11-35, including the requirements for a base station, and all other requirements of this article except those relating to toilet facilities, in addition to the requirements set forth in this section.

...

(g) *License, insurance required.* Each ice cream truck shall be required to be separately licensed under this

article and to provide to the Department of Permitting and Inspections~~City Clerk~~ evidence of public liability insurance in an amount of not less than four hundred thousand dollars ($400,000.00) as amended, with the city named as an additional insured on the policy.

...

Sec. 11-12. Stationary food vending unit.

A stationary food vending unit shall be subject to the following regulations:

(a) Only nonalcoholic beverages and prepackaged foods shall be sold from a stationary food vending unit, and there shall be no cooking in or near the unit.

(b) An applicant for a stationary food vending unit license shall provide the~~—~~ Department of Permitting and Inspections~~City Clerk~~, in addition to any other information required by chapter 15, with acceptable proof of ownership or control of the property upon which the unit will be located. Such proof shall consist of a deed, lease or other written agreement.

...

Sec. 11-13. Community kitchens.

(a) A community kitchen shall mean a kitchen, licensed pursuant to this chapter, that is utilized by two or more entities at differing times for preparation of food to serve to the public off-site.

...

(d) License required: Each entity utilizing a community kitchen shall procure a community kitchen license from the~~—~~ Department of Permitting and Inspections~~City Clerk's office~~.

...

Sec. 11-25. Suspensions and revocations.

Licenses shall be suspended or revoked pursuant to chapter 15, except that a license which has been suspended may be reinstated by the Department of Permitting and Inspections~~clerk~~ upon application, in writing, from the holder if the health inspector certifies to the Department of Permitting and Inspections~~clerk~~ that he or she has reinspected the premises and the condition for which the suspension was imposed has been

corrected.

7. That Sections 12-109 and 12-202 are hereby amended to read as follows:

Sec. 12-109. Licensing of commercial refuse collectors and refuse transporters.

No person shall collect or transport Portland waste within the corporate limits of the City of Portland without obtaining a license from the public works authority upon payment of such fees as the council may prescribe by order or without being a party to a waste hauling agreement with RWS, or the City, or paying the tonnage fee imposed by section 12-109.1, for disposal of Portland waste collected or transported by the person. Such license shall be issued for the fiscal year and shall be subject to the provisions of chapter 15 of this Code, except that the public works authority shall be substituted for the Department of Permitting and Inspection~~s~~~~clerk~~ in all instances.

...

Sec. 12-202. Conditions precedent to issuance.

Prior to the issuance of any license to construct or operate a rendering facility, and in addition to any other requirements of this article or chapter 15, the applicant shall file with the Department of Permitting and Inspection~~seity clerk~~ a performance bond, a clear letter of credit, or deposit the cash equivalent thereof, in an amount not less than twenty-five thousand dollars ($25,000.00) or such amount as the council at the time of licensing may determine, payable to the City of Portland, to cover the reasonable costs and expenses incurred by the city in cleaning any rendering facility upon the facility's temporary or permanent closure, said bond or cash equivalent to remain in effect throughout the period for which the license is issued.

8. That Sections 14-145.5, 14-145.11, 14-145-17, 14-226, 14-299, 14-449, 14-450.5, 14-486 and 14-522 are hereby amended to read as follows:

Sec. 14-145.5. Dimensional requirements.

In addition to the provisions of division 25 (space and bulk regulations and exceptions) of this article, lots in the IR-1 zone shall meet the following minimum requirements:

(a) *Minimum lot size*

1. Residential: Forty thousand (40,000) square feet for lots with public water; sixty thousand (60,000) square feet for lots without public water; except as provided in section 14-433 (lots of record and accessory structure setbacks for existing buildings) and section 14-145.3(a)1 of this article.

...

7. Excluding Peaks Island from this subsection h., any property owner whose lot does not meet the minimum lot size requirements outlined in subsection g. of this section may, for purposes of this section only, merge two (2) or more separate lots on the same island in order to meet these requirements. Where the lots so merged are not contiguous, the property owner shall grant to the city as holder a conservation easement upon the lot or lots which will not contain the principal structure. The conservation easement shall contain both an existing legal description and a city assessor's chart, block and lot description. The ~~building authority~~Planning Authority shall be authorized to accept such conservation easements on behalf of the city. Said easement shall be recorded by the applicant in the registry of deeds. A copy of the recorded easement and copies of the deeds for both lots shall be submitted to the ~~building authority~~Planning Authority prior to issuance of a building permit. The property over which the conservation easement has been granted shall be used for passive recreational and conservation purposes only, and shall be subject to the following restrictions:

...

Sec. 14-145.11. Dimensional requirements.

In addition to the provisions of division 25 (space and bulk regulations and exceptions) of this article, lots in an IR-2 zone shall meet the following minimum requirements:

(a) *Minimum lot size:*

1. Residential: Twenty thousand (20,000) square feet, except as provided in section 14-433 (lots of record and accessory structure setbacks for existing buildings) and section 14-145.9(a)1 of this article.

...

6. [Excluding Peaks Island from this subsection 7.,] any property owner whose lot does not meet the minimum lot size requirements outlined in subsection f. of this section may, for purposes of this section only, merge two (2) or more separate lots on the same island in order to meet these requirements. Where the lots so merged are not contiguous, the property owner shall grant to the city as holder a conservation easement upon the lot or lots which will not contain the principal structure. The conservation easement shall contain both an existing legal description and a city assessor's chart, block and lot description. The ~~building authority~~Planning Authority shall be authorized to accept such conservation easements on behalf of the city. Said easement shall be recorded by the applicant in the registry of deeds. A copy of the recorded easement and copies of the deeds for both lots shall be submitted to the ~~building authority~~Planning Authority prior to issuance of a building permit. The property over which the conservation easement has been granted shall be used for passive recreational and conservation purposes only, and shall be subject to the following restrictions:

...

Sec. 14-145.17. Dimensional requirements.

In addition to the provisions of division 25 (space and bulk regulations and exceptions) of this article, lots in the IR-3 zone shall meet the following minimum requirements:

(a) *Minimum lot size:*

1. Residential: Forty-two thousand five hundred (42,500) square feet per dwelling unit, except that the minimum lot size per dwelling unit shall

be reduced by the amounts specified below, to a minimum lot size of thirty-five thousand (35,000) square feet per dwelling unit, provided that the Planning Board finds that the development meets the following criteria:

...

9. [Excluding Peaks Island from this subsection i.,] any property owner whose lot does not meet the minimum lot size requirements outlined in subsection h. of this section may, for purposes of this section only, merge two (2) or more separate lots on the same island in order to meet these requirements. Where the lots so merged are not contiguous, the property owner shall grant to the city as holder a conservation easement upon the lot or lots which will not contain the principal structure. The conservation easement shall contain both an existing legal description and a city assessor's chart, block and lot description. The ~~building authority~~Planning Authority shall be authorized to accept such conservation easements on behalf of the city. Said easement shall be recorded by the applicant in the registry of deeds. A copy of the recorded easement and copies of the deeds for both lots shall be submitted to the ~~building authority~~Planning Authority prior to issuance of a building permit. The property over which the conservation easement has been granted shall be used for passive recreational and conservation purposes only, and shall be subject to the following restrictions:

...

Sec. 14-226. Dimensional requirements.

In addition to the provisions of division 25 (space and bulk regulation and exceptions) of this article, lots in the I-B zone shall meet the following minimum requirements:

(a) *Minimum lot size:*

1. Residential: Lot size shall be determined by the most restrictive abutting residential zone, except for those lots which are served by public

water and sewer, where lot size shall be determined by the least restrictive abutting residential zone. If no residential zone is abutting, density shall be determined by the nearest residential zone. Residential uses shall meet the requirements of such abutting or nearest residential zone.

...

12. [Excluding Peaks Island from this subsection 12,] any property owner whose lot does not meet the minimum lot size requirements outlined in subsection 11 of this section may, for purposes of this section only, merge two (2) or more separate lots on the same island in order to meet these requirements. Where the lots so merged are not contiguous, the property owner shall grant to the city as holder a conservation easement upon the lot or lots which will not contain the principal structure. The conservation easement shall contain both an existing legal description and a city assessor's chart, block and lot description. The ~~building authority~~Planning Authority shall be authorized to accept such conservation easements on behalf of the city. Said easement shall be recorded by the applicant in the registry of deeds. A copy of the recorded easement and copies of the deeds for both lots shall be submitted to the ~~building authority~~Planning Authority prior to issuance of a building permit. The property over which the conservation easement has been granted shall be used for passive recreational and conservation purposes only, and shall be subject to the following restrictions:

...

Sec. 14-299. Performance standards.

All uses in the B-7 mixed development district zone shall comply with the following standards. Standards 14-299(a),(f),(j),(m),(n) and (o) below shall be reviewed by the Planning Authority.

(a) *Storage:* Any storage of new materials, finished

products, or related equipment must be suitably screened from the public way and from abutting properties by a solid fence at least six feet in height. All waste shall be stored in covered containers that do not leak or otherwise permit liquids or solids to escape from the container. All food processing waste shall be stored within a completely enclosed structure and if not refrigerated shall be removed from the site in an enclosed container within forty-eight (48) hours of its generation. All enclosed and exterior areas shall be cleaned and sanitized on a regular basis. Outdoor storage of refuse or debris shall be in an appropriate container or located within a designated, screened area. All dumpsters shall be screened on all four (4) sides by a minimum six (6) foot high solid fence or shall otherwise be fully enclosed as approved by the planning board or the planning and urban development department.

...

Sec. 14-449. Land use standards.

All land uses and land use activities subject to this division shall conform to the following standards and regulations, as applicable:

(a) *Principal and accessory structures:*

...

(g) *Archaeological sites:* Any proposed land use activity involving structural development or soil disturbance on or adjacent to sites listed on, or eligible to be listed on, the National Register of Historic Places, as determined by the department of planning and urban development, shall be submitted by the applicant to the Maine Historic Preservation Commission for review and comment at least twenty (20) days prior to action being taken by the ~~building authority~~ Planning Authority. The ~~building authority~~Planning Authority shall consider comments received from the commission prior to rendering a decision on the application. Such sites shall also comply with all applicable provisions of article IX of this chapter.

...

(n) *Agriculture:*

1. All spreading or disposal of manure shall be accomplished in conformance with the *Manure Utilization Guidelines* published by the Maine Department of Agriculture on November 1, 2001, and the Nutrient Management Law (7 M.R.S.A. §§ 4201-4209).

...

3. Agricultural activities involving tillage of soil greater than forty thousand (40,000) square feet in surface area within the shoreland zone shall require a conservation plan to be filed with the ~~building authority~~Planning Authority.

...

5. Newly established livestock grazing areas shall not be permitted within seventy-five (75) feet, horizontal distance, of water bodies and coastal wetlands or within twenty-five (25) feet, horizontal distance, of tributary streams and wetlands. Livestock grazing associated with ongoing farm activities and which are not in conformance with the above setback provisions may continue, provided such grazing is conducted in accordance with a soil and water conservation plan filed with the ~~building authority~~Planning Authority.

...

Sec. 14-450.5. Definitions.

For the purpose of this division, the following terms and words shall have the meanings given herein:

Area of special flood hazard: The land in the flood plain having a one (1) percent or greater chance of flooding in any given year as specifically identified in the Flood Insurance Study cited in section 14-450.3.

Base flood: The flood having a one (1) percent chance of being 17hereof or exceeded in any given year (i.e., a one-hundred-year storm).

~~*Building authority*~~*Building Authority:* The Department of Permitting and Inspections.~~division of inspection services within the department of planning and urban development~~.

...

Sec. 14-486. Reduction of fees.

Notwithstanding any other provision of this chapter or chapter 6 to the contrary, development fees shall be reduced by the city for an eligible project in the manner described in the following table:

...

The planning ~~division~~ and urban development department shall perform its review of an eligible project in as expedited a manner as is practical, without impairing the scope or thoroughness of the review. The planning and urban development department~~division~~ may adopt administrative procedures to prioritize review of eligible projects and facilitate this expedited review.

...

Sec. 14-522. Definitions.

For the purposes of this article all terms and words shall have their ordinary meanings, except as defined herein.

Approval by any board or department under this article shall include any approval with conditions.

Building addition: Any attached structure which increases the total floor area of the structure.

~~*Building Authority*~~*Building Authority:* The Director of the Department of Permitting and Inspections or his or her designee.~~Planning and Urban Development or his/her designee~~.

...

9. That Sections 15-1 to 15-11, 15-12.1, 15-13 and 15-14 are hereby amended to read as follows:

Sec. 15-1. Definitions.

Words used in this chapter shall have their common meanings except that, as used in this chapter or in chapters related to this chapter, the following terms shall have the meanings set forth in this section, unless the particular licensing provision, or the context in which the term appears, clearly establishes that a different meaning was intended:

...

Person aggrieved shall mean and include any person whose license is suspended or revoked or whose license application is denied by ~~the clerk or~~ any ~~other~~ administrative official charged with responsibility for the granting or supervision of any license.

...

Sec. 15-2. Applicability.

(a) It is the sense of the city council that, to the extent practical, licensing procedures within the city should be uniform, and should be conducted at all times so as to give the maximum degree of protection to the licensee consistent with protection of the public health, safety and welfare. To that end, this chapter shall apply to all licenses and permits issuable by the city through the ~~city clerk~~ Department of Permitting and Inspections, and all licenses and permits issued by the state to which the city council have a right or duty to offer recommendations, comments, or to consent, set forth in this Code. Notwithstanding the aforesaid, any more stringent licensing or other requirement of this Code which is not inconsistent with this chapter, shall be deemed to be an additional requirement of this chapter.

(b) Notwithstanding the foregoing, the director of waterfront and transportation facilities, or his or her authorized designee, shall be responsible for licensing of taxicabs and liveries under article II of chapter 30, and all references herein to the ~~city clerk~~ Department of Permitting and Inspections shall be to the said director in regard to such licensing under article II of chapter 30.

...

Sec. 15-3. License required.

(a) No person shall engage in, operate any business, or

use or permit the use of any device for which one (1) or more licenses are required by this Code or permit others operating under such licenses to act, without having obtained each and every such license required therein and shall not operate or use such license or device during any time that the applicable license has been suspended or after revocation as provided herein.

(b) A license may be issued pending receipt of the criminal history report from the State Bureau of Identification for pawnbrokers, junk dealers, secondhand dealers and flea markets as defined in Section 23-16, provided that the Department of Permitting and Inspections~~City Clerk~~ has received all other documentation required for the issuance of such license and a copy of the applicant's criminal history record from the Portland Police Department, which criminal history record does not contain a disqualifying criminal conviction. If, after issuance of the license, the Department of Permitting and Inspections~~City Clerk~~ receives a criminal history report form the State Bureau of Identification that contains disqualifying information, the Department of Permitting and Inspections~~City Clerk~~ shall immediately move to suspend or revoke the license pursuant to Chapter 15 Section 15-8(a)(6) of the City Code.

...

Sec. 15-4. Licensing authority.

(a) All licenses shall be issued, denied, suspended or revoked and all hearings shall be held by the Department of Permitting and Inspections~~city clerk~~ except as expressly provided in this Code. The Department of Permitting and Inspections~~clerk~~ is authorized to notify the state licensing division of bureau of alcoholic beverages that the city council consent to the extension of existing state liquor licenses to city licensees pending the next meeting of the city council.

Sec. 15-5. Applications.

(a) All applications shall be made in writing on a form provided by the Department of Permitting and Inspections~~clerk~~. Each application submitted to the Department of Permitting and Inspections~~clerk~~ shall state the name and business address of each applicant, the license desired, location to be used, if any, the date of the application, and such additional information as may be deemed necessary or useful by the Department of Permitting and Inspections~~clerk~~ in determining

whether such permit or license applied for should be issued.

(b) Other papers:

(1) Any application for a license for which a criminal conviction is a disqualification under this Code shall be accompanied by a written waiver of the applicant's right to privacy or confidentiality under the State Criminal History Records Act [16 M.R.S.A. § 611 et seq.] and otherwise to the extent necessary for the Department of Permitting and Inspections~~city clerk~~, acting through the chief of police, to determine whether or not such disqualification exists.

(2) If the applicant is other than a natural person, the names of all principal officers shall accompany the original application.

(3) A statement to the fact that no employee or officer of the city is beneficially interested in the license or licenses, or in lieu thereof, a statement of the names of such employees or officers as are beneficially interested.

(4) In the case of a renewal, the licensee shall submit to the Department of Permitting and Inspections~~clerk~~ on a form provided by the Department of Permitting and Inspections~~clerk~~, a certified ownership report for the previous twelve (12) month period. Such report, among other things, shall list the names of all persons, or groups of persons acting in concert who at any time during the period had an actual ownership interest.

...

Sec. 15-6. Fees.

(a) *Application fees.* Except as expressly provided, all applications for original licenses or for the consent of the city council, other than a flea market seller, temporary FSE or auction license, shall be accompanied by an administrative fee of thirty-five dollars ($35.00) to defray the cost of processing the application. All applications for renewal of licenses shall be accompanied by the fees for issuance and an administrative fee of twenty-five dollars ($25.00), except for a flea market seller to defray the cost of processing the application. The latter shall be refundable if the application is denied. In any case where notice by publication or mail is required, the

applicant shall pay the cost of publication and postage in advance.

(b) *Appeals fee.* Appeals from determinations of the Department of Permitting and Inspections~~clerk~~ shall be accompanied by a filing fee of twenty-five dollars ($25.00) and the appellant shall also pay the full cost of publication and postage in advance, if such notice is required. For the purposes of this subsection, notice by publication shall be deemed to apply to the hearing on appeal whenever the requirement of publication would exist in the first instance.

(c) *Filing fees.* Whenever any document, other than an application for any license, is required or permitted to be filed with the Department of Permitting and Inspections~~clerk~~ in connection with any license, and no fee for such filing is otherwise prescribed, the fee for filing such document shall be two dollars ($2.00) for the first page, and one dollar ($1.00) for each page thereafter.

...

(g) *Fees to be cumulative.* Fees provided for in this section shall be deemed cumulative and shall be in addition to any other fee or fees required for the issuance of any permit under section 15-12. Except as specifically provided, such fees shall not be waived, refunded or prorated, except that upon a successful appeal, the Department of Permitting and Inspections~~clerk~~ shall credit the appeal fee toward the fee for issuance and shall refund any excess; and further, except that if, during the unexpired term of the license, a licensed activity is subsequently prohibited by amendment to this Code, the Department of Permitting and Inspections~~clerk~~ shall refund to the licensee a portion of the license fee in accordance with the formula for proration of fees set forth in section 15-6(f). Where a maximum license fee is established by the state, the fees set by this chapter shall be deemed cumulative to the extent of such maximum fee.

Sec. 15-7. Investigation of applicant.

(a) Upon receipt of an application for any license or permit, other than a renewal application substantially identical to the original application, the Department of Permitting and Inspections~~clerk~~ shall inquire of other city departments, as appropriate, for comments as to whether a license may be granted consistently with the provisions of the laws and ordinances

enforced by such departments. In all appropriate cases, the building authority shall verify that the premises to be used for the proposed activity comply with the building code, electrical code, plumbing code and zoning ordinance, and if applicable, state junkyard screening law; the health authority shall cause inspections to be made of the proposed location of any premises dispensing food or liquor; the fire chief shall cause inspection to be made for the purpose of determining if city ordinances, a state law, or state regulations concerning fire and safety have been complied with; and if the license is not issuable to any class of persons, the police chief shall cause an investigation to be made of the principal officers or persons to be licensed. All such persons shall report to the Department of Permitting and Inspections~~clerk~~ in writing, and copies of any such report shall be deemed a public record.

...

Sec. 15-8. Standards for denial, suspension or revocation.

(a) *Grounds.* In addition to any other specific provision of this Code authorizing such action, a license or permit may be denied, suspended or revoked upon a determination of the existence of one (1) or more of the following grounds:

...

(b) *Hearings.*

(1) Except as expressly provided in this Code, no license to which this chapter applies may be revoked or suspended without prior notice to the licensee, and after a hearing.

...

(3) Upon a determination that immediate and irreparable harm will be suffered by the public prior to the time that a hearing on suspension or revocation of a license can be scheduled and a finding of probable cause for such suspension or revocation, the Department of Permitting and Inspections~~city clerk~~ may suspend a license, pending hearing, effective upon the giving of actual notice to the licensee; provided that the Department of Permitting and Inspections~~clerk~~ shall give an opportunity to be heard as soon as practicable thereafter. At any hearing, the licensee shall be given the opportunity to answer the complaint and to present evidence. The complainant shall also be

notified of the hearing and given the opportunity to be heard.

...

(c) *Abandoned licenses.* The applicant shall pay the issuance fee and obtain any license from the Department of Permitting and Inspections~~clerk~~ within thirty (30) days after it has been approved by the Department of Permitting and Inspections~~city clerk~~. Upon failure to pay the issuance fee and obtain the license within said thirty-day period, the approval shall be void and the application deemed abandoned. For good cause shown, the Department of Permitting and Inspections~~clerk~~ may extend the thirty-day period provided such extension does not result in the issuance of the license being delayed more than one hundred eighty (180) days from its approval by the Department of Permitting and Inspections~~city clerk~~.

...

Sec. 15-9. Appeals.

(a) *Procedure.* An appeal to the city manager may be taken by any person aggrieved by the denial, suspension or revocation of a license by the Department of Permitting and Inspections~~clerk~~ by filing a notice of appeal and the prescribed fee with the city manager within thirty (30) days of the decision appealed from, and not thereafter. Every appeal should be in writing and shall state the basis for the appeal. Within two (2) business days of the filing of an appeal, the city manager shall designate himself or any agent or employee to act as hearing designee in the appeal. The hearing designee shall hear the appeal within ten (10) business days after the filing of the appeal and may affirm, reverse or modify the decision appealed from. The taking of an appeal shall not stay a decision appealed from, except that at the request of the licensee, the Department of Permitting and Inspections~~clerk~~ may stay the effective date of a suspension, revocation or denial of a renewal license upon a finding that the public is not likely to suffer any harm during the pendency of the appeal. In such case, the Department of Permitting and Inspections~~clerk~~ shall make a written finding of his or her decision in this regard and shall notify the appellant.

(b) *Scope of review.* On appeal, the hearing officer shall review the decision of the Department of Permitting and Inspections~~clerk~~ and any disciplinary action taken pursuant thereto to determine whether the decision was based upon

substantial evidence and the disciplinary action taken was proportionate to the violation. The hearing officer may take additional evidence with respect to such decision or action and if additional testimony or evidence is taken shall determine the appeal upon all of the evidence, except as provided in this section.

...

Sec. 15-10. Notices of hearing.

(a) *Content.* Whenever a public hearing is required, the Department of Permitting and Inspections~~clerk~~ shall give notice of the time and place of the hearing, the type of license involved, and the nature of the hearing, and the address or location of the property involved.

(b) *Service.* Except as expressly provided, whenever notice by mail is required, such notice shall be mailed by regular United States mail at least ten (10) days in advance of the hearing date. When notice by publication is required, such notice shall be published in a newspaper of general circulation in the city at least once, not more than thirty (30), nor less than seven (7) days before the date of the hearing. Where notice to abutters is required, all owners or occupants of property within five hundred (500) feet of such parcel or tract shall be deemed to be abutters, and service shall be made by ordinary mail at least seven (7) days before the date of the hearing. In the case of abutters, the owners and occupants of property listed in the assessor's records on the last tax date prior thereto, shall be deemed to be the persons to whom notice is to be given. The Department of Permitting and Inspections~~clerk~~ shall take reasonable measures to notify renters in close proximity.

...

Sec. 15-11. License not to be transferable.

(a) No license shall be transferred to any person, to any location, or to any other vehicle or device, and no license fee shall be refunded if the licensed activity is ceased prior to the expiration of the license. All purported transfers not in accordance with this section are void. A license shall be deemed the subject of an attempted transfer whenever there is a sale of the business, vehicle or device, or where there is a change in actual ownership interest. Upon any such event, the licensee

shall immediately surrender the license to the Department of Permitting and Inspections~~clerk~~; except that, in the case of death, bankruptcy or receivership of any licensee, the duly appointed executor or administrator of the deceased licensee or the duly appointed trustee or receiver of the bankrupted licensee or licensee receivership may retain the license and operate under the same for the benefit of the estate with the written permission and approval of the Department of Permitting and Inspections~~clerk~~ until such time as such operation is no longer needed to benefit the estate. Thereafter, such personal representatives, receivers, or trustees shall either return the license to the Department of Permitting and Inspections~~clerk~~ or transfer same to any other person, under order of the court having jurisdiction and upon written notice to the Department of Permitting and Inspections~~clerk~~. In the interim, between the death of the licensee and the appointment of an executor or administrator, or in cases where no administration of the estate of a deceased licensee is contemplated, the widow or widower or person designated by all of the heirs of the deceased licensee may take over the license upon written notice to the Department of Permitting and Inspections~~clerk~~. Duly appointed and qualified guardians and conservators of the estate of a licensee may retain the license of their ward during the term of office upon written notice to the Department of Permitting and Inspections~~clerk~~.

(b) In all cases arising out of this section in which the Department of Permitting and Inspections~~clerk~~ is required to determine the identity or composition of or ownership interests in an applicant or licensee, or to determine whether a transfer of an ownership interest in an applicant or licensee has taken place, he shall look to the substance rather than the form of transactions and any person aggrieved may appeal the Department of Permitting and Inspections~~clerk's~~ determination to the city manager.

...

Sec. 15-12.1. Waiver of fees.

The city council may, in its discretion, waive or reduce any fee required of any nonprofit organization where the council determines that the purpose of the licensed activity or the funds to be raised by the activity are of direct benefit to the citizens of the city. Additionally, the Department of Permitting and Inspections~~clerk~~ may waive or reduce the fee required of the nonprofit organization for a temporary food

service establishment license when the organization demonstrates that it will retain 100 percent of the proceeds of the temporary sale of food.

Sec. 15-13. Supplementation of applications.

Whenever a license is in effect, the licensee shall be responsible for notifying the Department of Permitting and Inspections~~clerk~~ in writing of any material change in facts set forth in the application for any license held from the city within seven (7) days thereafter. Failure to comply with this requirement shall be a violation of this chapter.

Sec. 15-14. Violations.

In addition to any action which may be taken by the Department of Permitting and Inspections~~clerk~~ or the city council with respect to the suspension or revocation of a license, violation of this chapter, or of any licensing provisions of the city governed by this chapter, or of any rule made pursuant thereto shall be a civil violation subject to the penalties of section 1-15.

10. That Sections 16-10 and 16-13 to 16-15 are hereby amended to read as follows:

Sec. 16-10. List of employees.

The therapeutic massage establishment shall keep a written list of the names and current addresses of all employees, both on duty and off duty. Such list shall be shown to the chief of police, his or her authorized deputy, the Department of Permitting and Inspections~~city clerk or her representative~~ upon request.

...

Sec. 16-13. Standards for denial.

In addition to the provisions of chapter 15, a license under this article shall be denied to the following persons:

...

The Department of Permitting and Inspections~~clerk~~ shall make and keep a written record of every decision to deny an application for any license hereunder.

...

Sec. 16-14. Grounds for suspension or revocation.

(a) *All licenses.* In addition to the grounds for revocation or suspension set forth in chapter 15 and section 16-13, any license may be suspended or revoked upon a determination that the licensee:

(1) Failed to notify the Department of Permitting and Inspections ~~clerk~~ of any change in material fact set forth in the application for such license; or

...

Sec. 16-15. Application for therapeutic massage establishment, combined massage establishment/massage therapist and massage therapist licenses.

Any person desiring a license pursuant to this chapter shall file a written, signed application with the Department of Permitting and Inspections~~city clerk~~ on a form to be furnished by the Department of Permitting and Inspections~~clerk~~. An application for a combined massage establishment/massage therapist license, a massage therapist license or a conditional massage therapist license shall be accompanied by two (2) front face photographs of the applicant taken within thirty (30) days of application, of such size as the Department of Permitting and Inspections ~~clerk~~ may specify.

...

11. That Sections 19-17 to 19-19 are hereby amended to read as follows:

Sec. 19-17. License required.

(a) All street vendors conducting business on any street, way or public place must have a license issued by the Department of Permitting and Inspections~~City Clerk~~ as provided in this Article.

...

(c) A street goods vendor or a street artist shall only be permitted on a street, way or public place during festivals or special events declared by the City Council pursuant to Section 19-22, with the approval of the sponsoring business or organization or the Parks and Recreation Department. All street goods vendors shall be required to obtain a license issued by

the Department of Permitting and Inspections~~City Clerk~~ and pay the fee prescribed by Section 25-27(e) of this Code.

...

Sec. 19-18. Application.

(a) In addition to the information required by section 15-5, each application for a street vendor's or street goods vendor's license shall include a specific description of the business, the goods or services to be sold, and the equipment, if any, to be used, including a reasonable estimate of the value thereof.

(b) No street vendor's license shall be issued without the applicant first filing with the Department of Permitting and Inspections~~clerk~~ a certificate, in a form satisfactory to the corporation counsel, evidencing public liability insurance coverage in an amount not less than the maximum liability under applicable law and naming the city as an additional insured. The certificate shall also provide for notice to the Department of Permitting and Inspections~~clerk~~ not less than thirty (30) days prior to any cancellation of insurance, which insurance the licensee shall maintain at all times while engaged in street vending.

Sec. 19-19. Special conditions of operation.

(a) Area of operation: A licensed street vendor may operate:

(1) In any zone of the city where such use is* a permitted or conditional use as defined in chapter 14 of the City Code;

(2) At Hadlock Field subject to the following conditions:

On the north side of Park Avenue between High Street and I-295, except when there is a game or event at Hadlock Field in which case food trucks are limited to Park Avenue along Deering Oaks Park until two (2) hours before a game or event and starting again two (2) hours after the game or event.

Within the vicinity of Hadlock Field, as defined by separate council order, four (4) pushcart licensed street vendors may operate upon the following terms:

a. One (1) at each of the four (4) sites to be designated by the Department of Permitting and Inspections~~city clerk~~, said sites to be located approximately as follows:

i. Deering Avenue sidewalk at the entrance to Fitzpatrick Stadium parking lot, or at the vendor's choice, at a site in said parking lot which is approved by the Department of Permitting and Inspections~~city clerk~~;

...

d. Any approved street vendor shall comply with all of the applicable provisions of this Code, including without limitation the provision of this subsection, and of city rules promulgated for such street vendors by the Department of Permitting and Inspections~~city clerk~~; and

e. The Department of Permitting and Inspections~~city clerk~~ is hereby authorized to promulgate rules consistent with this Code for the form of the Hadlock Field street vendor license and application; advertisement and conduct of the lottery and approved street vending operations, including without limitation, selection of replacement vendors if needed; vendor sales practices; vendor litter control; and cleanup both during and after close of sales. Said rules shall be subject to the approval of the city manager and shall be posted in the Department of Permitting and Inspections~~city clerk's office~~.

(b) *Conduct of operations:*

(1) Every licensed street vendor shall wear a numbered badge issued by the Department of Permitting and Inspections~~clerk~~.

...

12. That Sections 23-27 and 23-29 are hereby amended to read as follows:

Sec. 23-27. Application.

Application for a license required by this chapter shall be made to the Department of Permitting and Inspections~~city clerk~~, with payment of the fees and in accordance with the procedures set forth in chapter 15.

...

Sec. 23-29. Flea markets.

Any person who provides tables, space, or otherwise operates a flea market shall obtain a license from the Department of Permitting and Inspections~~city clerk~~.

...

An operator or seller who is determined by the Department of Permitting and Inspections~~clerk~~ to have violated any provision of this section may have their license revoked and not renewed for a period not to exceed one (1) year. Any person so charged shall be afforded notice and an opportunity to be heard prior to the revocation of the license.

13. That Sections 28-112, 28-136, 28-137, 28-138, 28-141, 28-270 to 28-273, 28-275, 28-276, 28-280 to 28-283 are hereby amended to read as follows:

Sec. 28-112. Permit to use.

Any person seeking the privilege of using any taxicab stand shall make application in writing to the Chapter 30 Licensing Authority~~city clerk~~, and the Chapter 30 Licensing Authority~~city clerk~~ shall grant such permits as it approves.

...

Sec. 28-136. Required.

(a) No towing or wrecking service shall tow any vehicle within the city without the express knowledge or consent of the vehicle owner or his or her authorized representative, unless such towing or wrecking service is currently licensed.

(b) All licenses issued pursuant to this division shall be granted, denied, suspended or revoked by the Department of Permitting and Inspections~~city clerk~~.

(c) Licensees may request that they be placed on the

towing list, which shall subject them to additional regulations promulgated by the chief of police pursuant to section 28-124.

...

Sec. 28-137. Investigation; issuance or denial.

(a) Within thirty (30) days after receipt of an application under this division, the Department of Permitting and Inspections~~city clerk~~, in conjunction with the chief of police, shall conduct an investigation to determine: The truth, accuracy and adequacy of the information contained in the application; the ability of the applicant to furnish the required service and to abide by the regulations and provisions set forth herein or established pursuant to section 28-124; the applicant's past record of performance in wrecker or towing business and the adequacy of the applicant's equipment and storage facilities. Upon completion of the investigation, the Department of Permitting and Inspections~~clerk~~ shall either grant or deny the license and notify the applicant in writing of such decision and the findings and reasons, if any, for denial of the license. Upon issuance of the license, the Department of Permitting and Inspections~~clerk~~ shall forward to the licensee a copy of this article and any regulations adopted pursuant thereto.

(b) The following must be submitted prior to commencement of the investigation:

...

(6) Such other information as the Department of Permitting and Inspections~~clerk~~ may require on the license application.

...

Sec. 28-138. Insurance required.

(a) No wrecker shall be issued a license until the applicant has deposited with the Department of Permitting and Inspections~~clerk~~ a certified copy of the following policies:

...

Sec. 28-141. Grounds for revocation, suspension or denial.

In addition to the grounds for revocation, suspension or denial found in chapter 15, a license issued under this division

may be suspended or revoked or denied by the Department of Permitting and Inspections~~city clerk~~ upon a determination that the licensee, or applicant, or wrecker operator:

...

Sec. 28-270. Purpose; permit and license required.

(a) The purpose of this article is to:

...

(b) No person, establishment or entity shall conduct valet parking service within the City of Portland without first obtaining a permit from the Department of Permitting and Inspections ~~city clerk's~~ office and paying the fee therefor.

...

Sec. 28-271. Definitions.

Terms used in this article shall have their common meanings except that, the definitions used in this Article or in chapters or articles related to this Article shall have the following meanings:

...

Valet parking permit means the permit issued by the Department of Permitting and Inspections~~city clerk's~~ office to the valet permit operator allowing it to conduct a valet parking operation in an approved valet parking zone.

...

Sec. 28-272. Applications.

Applications under this division except for a one-day special event permit, shall be filed thirty (30) days in advance of issuance of a permit in the Department of Permitting and Inspections~~clerk's~~ office. Such application shall include the following information:

(1) Name and address of the proposed permittee/operator. If incorporated, permittee/operator must provide copies of their articles of incorporation and bylaws.

...

(5) An appropriate form of statement over the signature of each person signing the application, giving all persons and governmental agencies having information

relevant to the above items permission to release the same to the Department of Permitting and Inspections~~clerk's office~~.

...

(9) Applications shall be forwarded by the Department of Permitting and Inspections~~clerk's office~~ to all city departments which may be affected by the granting of the permit, including but not limited to, public works, planning, police and parking.

...

Sec. 28-273. Fees; exceptions.

(a) *Issuance fees.* Applications for yearly valet permits shall be accompanied by an annual nonrefundable fee of two hundred and sixty dollars ($260.00) per location. Each location shall only include two (2) parking spaces approved by the Transportation Systems Engineer, whose decision shall be final.

(b) *Special event fee.* Application for a special event permit shall be accompanied by a nonrefundable fee of sixty dollars ($60.00) provided that the Department of Permitting and Inspections~~clerk's office~~ has received ten (10) days' notice prior to such event.

...

Sec. 28-275. Required.

(a) *Driver's license.* No person shall valet park a vehicle within the city unless such valet driver is currently licensed to operate a vehicle.

...

(c) *Insurance.* The applicant must file with the Department of Permitting and Inspections~~clerk's~~ office a copy of the applicant's insurance certificate evidencing public liability insurance coverage and automobile insurance coverage in amounts not less than Four Hundred Thousand Dollars ($400,000) combined single limit, or the amount stated in the Maine Tort Claims Act as the same may be amended from time to time, covering claims for bodily injury, death and property damage, and naming the City as an additional insured, and also provide worker's **compensation insurance coverage as required by law.**

Sec. 28-276. Standards and criteria for application review.

The standards and criteria used in reviewing the

application required in section 28-273 shall be in accordance with the Valet Parking Rules and Regulations on file with the Department of Permitting and Inspections~~clerk's office~~.

...

Sec. 28-280. Denial, revocation, or suspension of permit; removal of equipment or personal property of the permittee/operator and storage fees.

(a) The Department of Permitting and Inspections~~Clerk's Office~~ may deny, revoke, or suspend a permit for any valet parking service authorized in the City if it is found that:

...

Sec. 28-281. Appeals of permit denial or revocation.

(a) *Procedure.* An appeal to the City Manager may be taken by any person aggrieved by the denial, suspension or revocation of a license by the Department of Permitting and Inspections ~~clerk's office~~ by filing a notice of appeal within thirty (30) days of the decision appealed from, and not thereafter. Every appeal should be in writing and shall state the basis for the appeal. The City Manager or his or her designee shall hear the appeal and may affirm, reverse or modify the decision appealed from.

...

Sec. 28-283 Special Events.

Valet services operating for a special event may apply for a permit at the Department of Permitting and Inspections~~clerk's office~~ as long as it does not reduce the number of parking spaces needed to serve the general public in the area of the request.

Special events shall be restricted to any event occurring no more than twice per year. The hours for parking of vehicles shall be approved by the City. A special event application shall be filed with the Department of Permitting and Inspections~~Clerk's Office~~ at least ten (10) days prior to the scheduled event.

BE IT FURTHER ORDAINED that these amendments are enacted as an Emergency, pursuant to Article II, Section 11 of the Portland City Charter.

Amendment #1 to Order 165-15/16
RE: Changing Cost of Work Fees from $16 per $1,000 to $15 per $1,000
Prepared by Corporation Counsel for **Councilor Brenerman**

Sec. 217. Additional duties assigned.

...

Sec. 327. Application.

...

Sec. 427. Notice and hearing.

...

Sec. 617. Fee Schedule.

The applicant shall submit the cost of work in order to determine the permit fee. If the construction cost submitted is less than that as indicated by national standards such as BOCA International or the R.S. Means Company, Inc., the City of Portland reserves the right to reevaluate the proposed project cost based on the referenced national standard and assess the larger of the fees. All building permit applications shall be accompanied by the appropriate fee as established below:

(a) Construction work:

(1) Cost of work fees:

Up to $1,000.00 . . . . . .$25.00
$1,000.00 or more . . . . .$25.00 + $15~~6~~.00 per $1,000.00 above $1,000.00

(2) Belated fees:

Below $25.00 permit fee . .$50.00 additional
Above $25.00 permit fee . .$100.00 additional

(3) Amendments to application:

Up to $1,000.00 . . . . . .$25.00
$1,000.00 or more . . . . .$25.00 + $15~~6~~.00 per

$1,000.00 above $1,000.00

...

Sec. 10-3. Amendments.

Sec. 11-2. Copies on file with the Department of Permitting and Inspections.

...

Sec. 12109. Licensing of commercial refuse collectors and refuse transporters.

...

Sec. 14145.5. Dimensional requirements.

...

Sec. 151. Definitions.

...

Sec. 1610. List of employees.

...

Sec. 1917. License required.

...

Sec. 2327. Application.

...

Sec. 28112. Permit to use.

BE IT FURTHER ORDAINED that these amendments are enacted as an Emergency, pursuant to Article II, Section 11 of the Portland City Charter.

Amendment # 2 to Order 165-15/16
RE: Grandfathering Cost of Work fees approved on or before March 8, 2016 at $11.00 per $1,000 above $1,000
Prepared by Corporation Counsel for **Councilor Brenerman**

Sec. 217. Additional duties assigned.

...

Sec. 327. Application.

...

Sec. 427. Notice and hearing.

...

Sec. 617. Fee Schedule.

The applicant shall submit the cost of work in order to determine the permit fee. If the construction cost submitted is less than that as indicated by national standards such as BOCA International or the R.S. Means Company, Inc., the City of Portland reserves the right to reevaluate the proposed project cost based on the referenced national standard and assess the larger of the fees. All building permit applications shall be accompanied by the appropriate fee as established below:

(a) Construction work:

(1) Cost of work fees:

Up to $1,000.00 . . . . . .$25.00
$1,000.00 or more . . . . .$25.00 + $16.00 per $1,000.00 above $1,000.00, <u>except that the cost of work fees for a project that has completed Level I, II, or III Site Plan review, or received Administrative Authorization approval, pursuant to the applicable Chapter 14, Division V, on or before March 8, 2016 shall be:</u>

<u>Up to $1,000.00.....$25.00</u>
<u>$1,000 or more.....$25.00 + $11.00 per</u>

$1,000 above $1,000.

(2) Belated fees:

Below $25.00 permit fee . .$50.00 additional
Above $25.00 permit fee . .$100.00 additional

(3) Amendments to application:

Up to $1,000.00 . . . . . .$25.00
$1,000.00 or more . . . . .$25.00 + $16.00 per $1,000.00 above $1,000.00, except that Amendments to application fees for a project that has completed Level I, II, or III Site Plan review, or received Administrative Authorization approval pursuant to the applicable Chapter 14, Division V, on or before March 8, 2016 shall be:

Up to $1,000.00.....$25.00
$1,000.00 or more.....$25.00 + $11.00 per $1,000.00 above $1,000.00.

...

Sec. 10-3. Amendments.

Sec. 11-2. Copies on file with the Department of Permitting and Inspections.

...

Sec. 12109. Licensing of commercial refuse collectors and refuse transporters.

...

Sec. 14145.5. Dimensional requirements.

...

Sec. 151. Definitions.

...

Sec. 1610. List of employees.

...

Sec. 1917. License required.

...

Sec. 2327. Application.

...

Sec. 28112. Permit to use.

BE IT FURTHER ORDAINED that these amendments are enacted as an Emergency, pursuant to Article II, Section 11 of the Portland City Charter.

Amendment #3 to Order 165-15/16

RE: Altering affordable housing cost of work discount and what projects are eligible for the discount.

Prepared by Corporation Counsel for **Councilor Brenerman**

Sec. 217. Additional duties assigned.

...

Sec. 327. Application.

...

Sec. 427. Notice and hearing.

...

Sec. 617. Fee Schedule.

Sec. 10-3. Amendments.

Sec. 11-2. Copies on file with the Department of Permitting and Inspections.

...

Sec. 12109. Licensing of commercial refuse collectors and refuse transporters.

...

Sec. 14145.5. Dimensional requirements.

...

Sec. 14-485. Definitions.

...

Eligible project means a development project:

(a) That is permissible under the provisions of this

chapter in the zone in which it is proposed;

(b) That will be a multi-family dwelling ,as defined in section 14-47, and will not be located in an R-1 or R-2 zone;

(c) ~~Reserved~~ That creates new dwelling units, among which is at least one low-income housing unit for rent or workforce housing for sale, through new construction, substantial rehabilitation of existing structures, adaptive reuse or conversion of a non-residential use to residential use, or any combination of these elements. Affordable housing units for sale or rent may not differ in exterior design from other units within an eligible project.

(d) Projects shall not be considered "eligible projects" solely because they are subject to Section 14-487 ("Ensuring Workforce Housing"). ~~That creates new dwelling units, among which is at least one affordable housing unit for rent or sale, through new construction, substantial rehabilitation of existing structures, adaptive reuse or conversion of a non-residential use to residential use, or any combination of these elements. Affordable housing units for sale or rent may not differ in exterior design from other units within an eligible project.~~

Sec. 14-486. Reduction of fees and Priority Review.

Notwithstanding any other provision of this chapter or chapter 6 to the contrary, development fees shall be reduced by the city for an eligible project in the manner described in the following table:

Percentage of new units that are low-income or workforce units	**Percentage discount of development fees**
5% up to but not including 10%	5% reduction
10% up to but not including 15%	10% reduction
15% up to but not including 20%	15% reduction

20% up to but not including 25%	20% reduction
25% ~~or more~~up to but not including 100%	25% reduction
100%	45% reduction on chapter 6 fees and 25% on other development fees.

Sec. 151. Definitions.

...

Sec. 1610. List of employees.

...

Sec. 1917. License required.

...

Sec. 2327. Application.

...

Sec. 28112. Permit to use.

BE IT FURTHER ORDAINED that these amendments are enacted as an Emergency, pursuant to Article II, Section 11 of the Portland City Charter.

Portland, Maine Yes. Life's good here.

MEMORANDUM

TO:	Jon Jennings, City Manager
FROM:	Julie Sullivan, Chief of Staff
DATE:	October 26, 2015
RE:	Proposed Permitting and Inspections Department

With the goal of radically improving the City's many permitting and inspections functions, I reviewed current positions, processes and structures, and am proposing a new one-stop department. To that end, I conducted approximately 40 interviews including several external partners; reviewed the two 2013 studies, one from the University of Southern Maine and the other from the Government Consulting Group; and looked at best practices from Boston, Burlington, VT and Lowell, MA.

The Planning and Urban Development Department has made concerted efforts over the past few years to strengthen these functions and many improvements can be attributed to their hard work. We are now poised to build on these initial improvements and restructure to fully realize the goal of an effective, efficient permitting and inspections department that provides excellent customer service.

Key areas of emphasis from internal and external interviewees are:

- Need to greatly improve customer service focus
- Information and application materials are far too complex
- Need more detailed web-based interface regarding application status
- Need online application capability which feeds directly into the City software system(s) to avoid staff data entry and simplify the process for applicants
- Applications must be triaged so are not all in one queue, but separated by complexity
- Clear, consistent evaluative measures and processes need to be put in place
- Ordinances need to be rewritten for clarity, consistency and brevity

Summary

The interviews and research indicate that there are clear efficiencies and improvements to be gained by co-locating Inspections, Housing Safety, Zoning, and Business Licensing. Adding Food Service Inspections in the future also makes sense, given the overlapping involvement with overall inspections and business licensing processes.

Currently, all building permit applications go into the same queue. There is some fast-tracking based on application completeness. Staff stated that at least 60% of application volume is small,

residential rehab projects. I suggest re-tooling the front-end processes to triage applications so that simple projects can move quickly and perhaps have permits issued on the spot, with front-end staff able to work with customers needing assistance instead of entering data and uploading documents. It will also be critical to change the threshold for which projects require a zoning review and which do not. Currently, all projects are subject to a zoning review.

For Events, there are efficiencies and improvements to be made by co-locating all event-related staff within one office in Recreation and Facilities Management, adding contract staff to allow the City to more effectively manage the increasing volume and scope of events, and including all event-related permits and fees into one overarching contract.

Although Planning Department staff are extremely wary of any software changes, it is evident that the current programs and processes maintain a patchwork, band-aid approach and do not allow for cost-savings, efficiencies and good customer service. The IT Department is considering a City-wide software solution that could better link the many departments while providing a seamless experience for our customers.

Recommendations are organized into five areas:

1. Structure and Staffing
2. Processes
3. Ordinances
4. IT
5. Budgetary Impact

Recommendations

1. Structure and Staffing

The departments involved in permitting and inspections are: City Clerk, Fire, Health & Human Services/Public Health, IT, Planning and Urban Development, Parking, Police, Public Services, and Recreation and Facilities. In general, permitting and inspections functions are as follows:

Department	Function	Name	Title
Planning	Plan Review	Tammy Munson Jon Rioux Jeannie Bourke Laurie Leader	Inspections Division Director Inspections Division Deputy Director Plan Reviewer Plan Reviewer
	Front desk – Inspections	Doreen Christ	Office Assistant
		Brad Saucier	Admin Assistant
		Vacant	Office Assistant (half time with Inspections, half time with Planning)
	New construction/rehab inspections	Tammy Munson Jon Rioux Doug Morin	Inspections Division Director Inspections Division Deputy Director Code Enforcement Officer

Department	Function	Name	Title
		Brian Laflamme Duane Hanson	Code Enf Off (electrical) Code Enforcement Officer
	Housing complaint inspections/sidewalk issues including outdoor dining, street artists, accessibility issues, etc.	Chuck Fagone	Code Enforcement Officer
	Zoning Review	Ann Machado Christine Stacy	Zoning Administrator Zoning Specialist
	Historic preservation	Deb Andrews Rob Wiener	Historic Preservation Manager Preservation Compliance Officer
	Planning/development	Tuck O'Brien Barbara Barhydt Rick Knowland Christine Grimando Caitlin Cameron Shukria Wiar Jean Fraser Nell Donaldson Phil DiPierro Jennifer Munson Vacant	Planning Division Director Development Review Manager Senior Planner Senior Planner Urban Designer Planner Planner Planner (PT) Development Review Coordinator Office Manager Office Assistant (half time with Inspections, half time with Planning)
City Clerk	Business licensing	Janice Gardner	Business License Administrator
	Event permits	Janice Gardner	Business License Administrator
HHS	Food service inspections	Mike Russell Eric Cobb Tom Williams	Program Manager Inspector Inspector
Fire	Plan review	Keith Gautreau Craig Messinger David Petrucelli	Asst Fire Chief, Fire Prevention Lieutenant Captain
Public Services	Events	Ted Musgrave Rusty Groh	Event Coordinator Event Assistant
	Street opening permits	Carol Merritt	Account Clerk
	On-street parking permits	Gretchen Gagnon	Office Assistant
	FOG/Water Resources	Ben Pearson	Assistant Engineer
	Plan review	Kathy Earley	Director of Engineer Services
		David Margolis-Pineo	Deputy Engineer
		Jeff Tarling	City Arborist
		Jeremiah Bartlett	Transportation Engineer
		Rhonda Zazzara	Inspection Coordinator
IT	Urban Insight, Civic Plus, ePlan	Dan Boutilier Vicki Bourret	IT Dept Director Deputy IT Director
Rec & Facilities	Events	Sally DeLuca Andy Downs	Rec & Facilities Dept Director Director of Public Assembly Facilities
Parking	Events	John Peverada	Parking Manager

Department	Function	Name	Title
Police	Events	Sgt. Mike Rand	Traffic
Housing Safety Office	Rental housing inspections	Art Howe	Administrator
		Ian Houseal	Program Coordinator
		TBH – 3 positions	Code Enforcement and Life Safety Inspector(s)

Initially, the following components were considered for inclusion in the new one-stop department:

- Inspections
- Business Licensing
- Events
- Parking Permits
- Zoning
- Food Service Inspections
- Housing Safety

These components were presumed to stay under Planning:

- Housing and Community Development
- Transportation
- Planning and Historic Preservation

Because the Housing Safety Office (HSO) is just starting up, I believe it is best to allow the HSO to achieve its own short-term deliverables without having to be caught up in the trials and tribulations of a new, combined department. I suggest bringing the HSO into the new one-stop 3 to 6 months after implementation. The Food Service Inspections program in the Public Health Division is functioning well and also can be brought into the new one-stop at a later date.

On the other hand, I do not recommend bringing Events into this one-stop. There is enough complexity in combining all building-related permitting and inspections as well as business licensing functions; the best practices review did not yield any other municipalities who combine these functions with events; and interviews with Events staff indicate several improvements that can be made to streamline event-related permitting within an improved events one-stop:

- Bring Event Coordinator and Event Assistant from Public Services into the Events office under the Director of Public Assembly Facilities.
- Fill the Deputy Director of PAF position, as the Director has too many direct reports.
- Contract with event coordinators to allow the City to respond more efficiently and effectively to the increased volume and scope of events.
- Combine all relevant permits under one event contract, so that customers are paying one fee at one time.

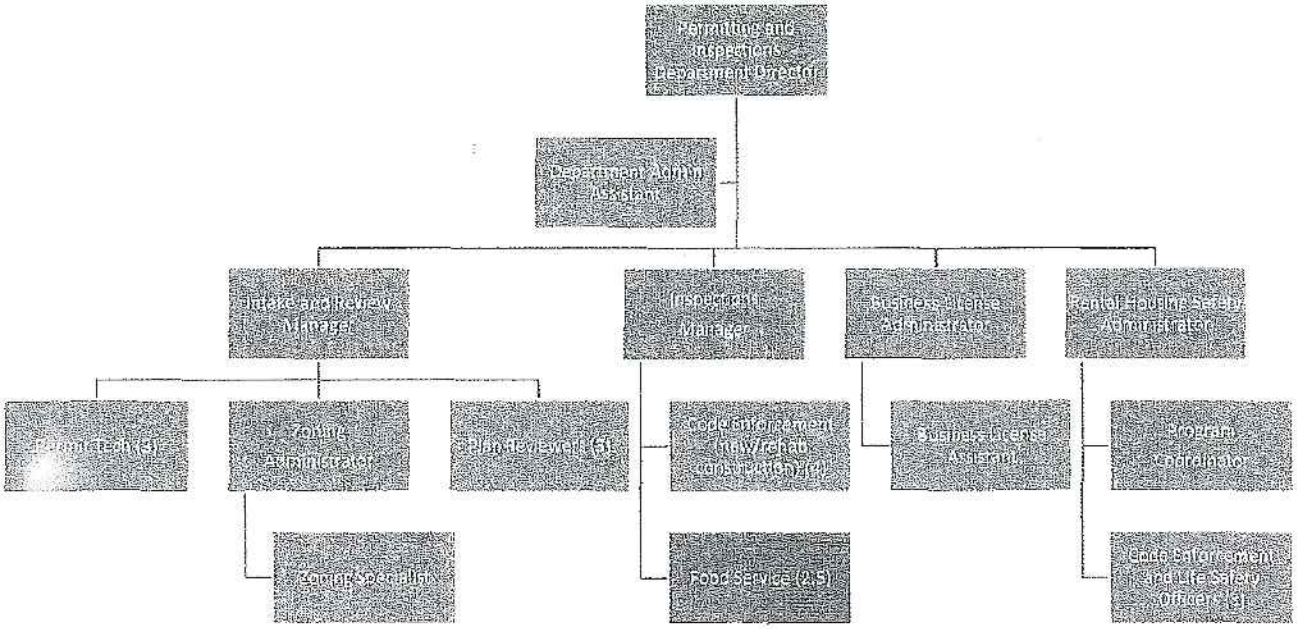
- Set a threshold above which an event needs to have its own organizer or we will charge them for the cost of an organizer.
- Consider enforcing deadlines such that fees increase for late requests.
- Tent permits should go through admin review and not zoning.
- Set a threshold above which an event needs Fire Department involvement.
- Consider a threshold for types of events that should have City Manager approval at the outset.
- Fully utilize City software systems, either Urban Insight or a new software solution.

I also do not recommend bringing Parking into this one-stop. While Parking is involved with events permitting as well as some construction-related permitting, it is a relatively isolated process that works well as it is.

However, there are advantages to moving the street opening and on-street parking permits related to construction from Public Services to the one-stop, and either the Department Admin Assistant or the Permit Techs could issue those permits. In addition, it make sense to incorporate the Fats, Oils and Grease permits into the one-stop, as they are a significant challenge for the food service industry and part of the building review process.

The new Permitting and Inspections Department would incorporate the following changes:

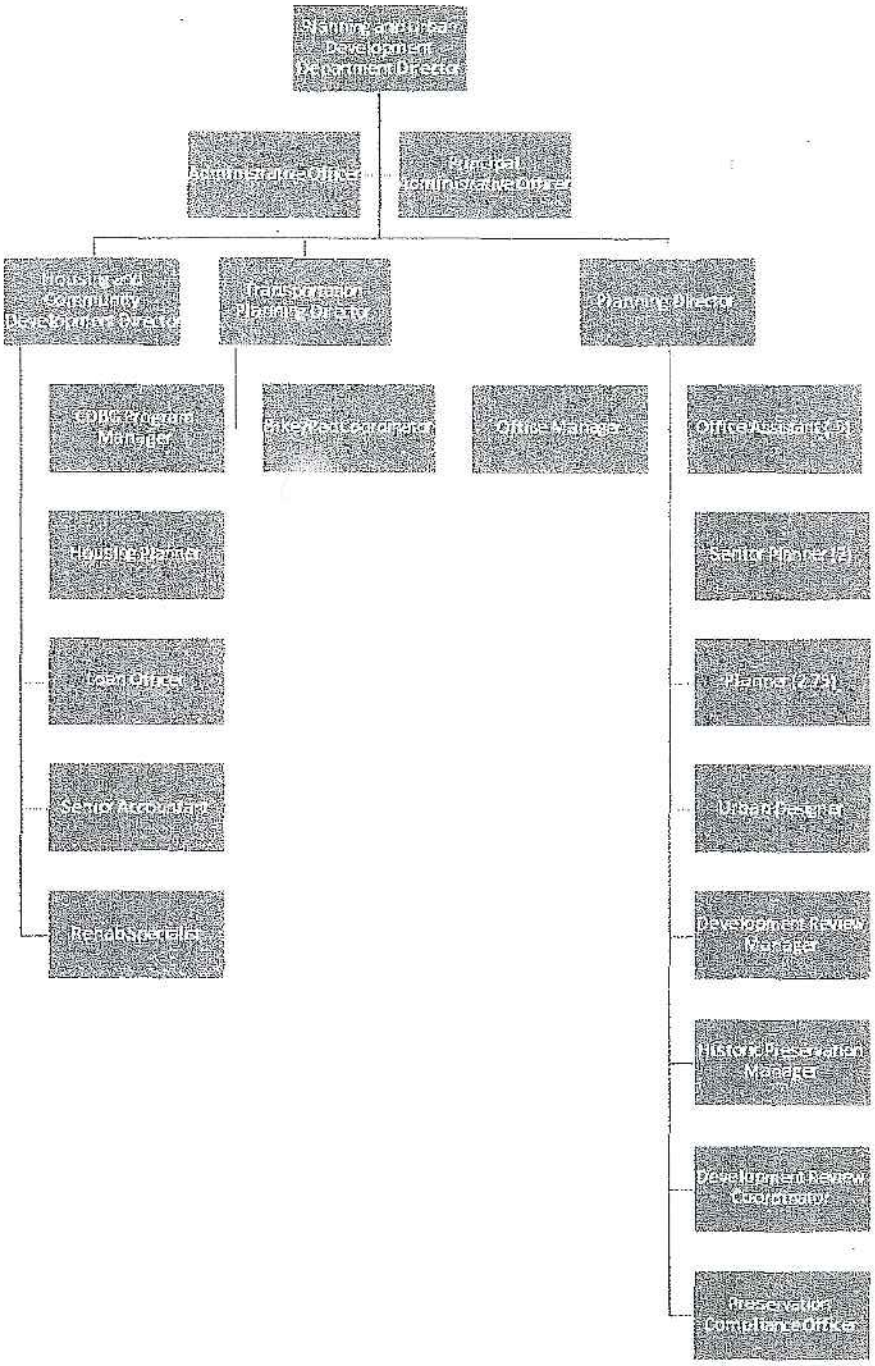
- New department head
- New front-end position: Permit Tech - Quickly reviews all incoming applications, works directly with applicants on completeness and accuracy, issues same-day permits, queues more complicated projects, serves as point person for applicant questions throughout the process, and ensures an excellent customer service experience.
    - Currently, there are 2.5 front-end positions: 1.5 Office Assistants and one Administrative Assistant
    - I suggest eliminating these positions.
    - Given the volume, I recommend three Permit Tech positions to comprise the front end.
    - I also recommend a senior-level administrative position to report to the Department Director, support the entire department, and answer phones.
- Additional life safety plan reviewer funded by HSO revenues and reporting to the Intake and Review Manager. This position should also conduct ADA reviews; currently, the State Fire Marshal does so, which has not been an effective process.
- New Intake and Review Manager and Inspections Manager positions
- Elimination of Inspections Division Director and Deputy Director positions



This approach allows for management by function for intake, review and inspections. The green shading shows that Food Service Inspections would join the department in the future.

To underscore, the success of this structure relies in large part on the Permit Techs, an effective triage process based on project complexity, and a robust customer service orientation.

The Planning and Urban Development Department would then look like this, assuming no additional changes to current staffing:


Planning and Urban Development Department Director
Administrative Officer
Fiscal Administrative Officer
Housing and Community Development Director
Transportation Planning Director
Planning Director
Loan Program Manager
Bike/Ped Coordinator
Office Manager
Office Assistant (2)
Housing Planner
Senior Planner (3)
Loan Officer
Planner (2-79)
Senior Accountant
Urban Designer
Rehab Specialist
Development Review Manager
Historic Preservation Manager
Development Review Coordinator
Preservation Compliance Officer

To summarize, proposed staffing changes entail:

- Planning and Urban Development
  - Inspections Division moves to proposed Permitting and Inspections Department (PID)
  - Zoning moves to PID
  - Housing and Community Development, Transportation Planning, and Planning
- City Clerk
  - Business License Administrator (and possibly part-time assistant) move to PID
- Housing Safety Office
  - Moves to PID
- Health & Human Services, Public Health Division
  - Food Service Inspections moves to PID in the future
- Public Services
  - Event Coordinator and Event Assistant move to Rec and Facilities
  - Determine how best to handle FOG permits in the new department
- Recreation and Facilities Management
  - Consider adding Deputy Director of Public Assembly Facilities to ensure Director is positioned to handle the ever-increasing scope and volume of events
  - Add Event Coordinator and Event Assistant from Public Services
  - Consider adding contract Event Coordinators to help meet demand

2. Processes

Perhaps the clearest priority heard from nearly all interviewees was the need to revamp the front-end processes for all application types. Currently, the process is supposed to entail:

1. Applicant completes PDF form and sends it via email as an attachment, along with drawings
2. Staff review materials for completion, legibility and accuracy
3. Staff enter all the data into Urban Insight and upload plans to Archive and ePlan plan review software
4. Invoice is created and sent to applicant to pay online
5. When payment is posted, plan review begins
6. Permit issued and final approved plans are stamped

I recommend the following front-end process changes:

- Ideally, an effective software solution eliminates the need for staff to enter data, upload documents, scan documents, save them to multiple places, etc. I address this issue more fully in the IT section.

- Without having to enter data and upload documents to different places, and direct phone calls, we can eliminate the 1.5 Office Assistant positions (.5 is currently vacant) and replace with three Permit Techs.
    - Move the Admin Assistant to report to the new Department Director, support the entire department, and answer phones. This allows the Permit Techs to focus on customers and applications.
    - The Permit Techs would work with walk-in applicants and review electronic submissions.
        - They would follow up with applicants to ensure that all needed materials are submitted, serve as a single point of contact for applicants, and eliminate the need for Zoning or Plan Review to have to chase down applicants for missing information.
        - They would triage applications based on complexity and strive to issue same-day permits for simple projects with all information submitted.
    - The Permit Techs would have enough knowledge to work effectively with applicants and would be required to use solid customer service skills to ensure positive, productive interactions with all applicants at all times.
- The invoicing process should be reconsidered so that all fees are clear and simple, known to applicants up front, combined from the many different possible departments that could be involved, and due at an appropriate point in the process.
    - I suggest a full review of our fee structure, especially given prior recommendations to use Burlington, VT and Lowell, MA as key comparables. Fee amounts have already been reviewed; I believe the number of separate fees currently assessed should be considered now, with the goal of simplifying.
    - Some interviewees suggested we consider providing credits for any required third-party reviews against building/permit fees. It is my understanding that such reviews were primarily if not entirely life safety reviews. Thus, with the addition of a dedicated life safety plan reviewer, there should no longer be a need for such reviews on a regular basis.
- A new software package should allow us to more easily create simple, clear, streamlined information and application materials. Currently there are far too many kinds of forms and they are extremely difficult to understand. Prior studies have recommended looking at Burlington as an example here as well. Regardless of software implementation, this information and materials needs to be revamped entirely.

Other process changes should include:

- Develop training and evaluative measures to ensure consistency across reviewers and inspectors. Numerous interviewees cited issues with inconsistent approaches.
- Continue the pre-application and pre-development meetings, and consider how to streamline them so they are less of a time commitment for staff.
    - Implement a brief evaluative process for applicants to garner ideas for improvements

    - Perhaps with the role of the Permit Techs these meetings may be less critical than they are now
- Consider increasing the threshold for projects required to have a Planning Board review. There are too many items going before them, such that simpler projects are delayed and the Board has perhaps an untenable workload.
- Consider increasing the threshold and clarifying the requirements for projects to have a Zoning review. It appears that all projects get a zoning review now, and it is likely that is unnecessary for a large portion.
- Building (and housing safety) inspections staff need to follow same summons practice as Fire has begun using, as a result of the Fire/Code Task Force recommendations.

3. Ordinances

The many sections of the City Code of Ordinances pertaining to permitting, licensing and inspections fall under numerous chapters, are in PDF form, and often are confusing or contradictory. The Planning and Urban Development Department Director is well aware of these challenges and the need for a full rewrite. He has already set priorities for the Zoning code in case a full rewrite is not able to happen in the short term.

I would also suggest that the code be presented in a user-friendly, online format which would allow users to search quickly and easily for relevant topics, and find cross-references and definitions. Many municipalities use Municode for this.

4. IT

The Planning and Urban Development (PUD) Department has worked hard to implement recommendations from prior studies, especially in this area. PUD leadership have collaborated closely with IT leadership to improve Urban Insight and ePlan, as well as to move toward a more paperless system. PUD staff and leadership were, understandably, very frustrated by the time wasted and data lost during the City's efforts to implement One Solution a few years ago.

While software packages are not a magic bullet, all interviewees and best practices research indicate that there are significant improvements and efficiencies to be gained by moving away from the current system. It is critical that internal stakeholders are involved in a collaborative decision-making process around a possible new software solution.

- We lack IT capacity to continue to improve the homegrown software in a timely fashion. Even contracting for programming support continues a piecemeal, band-aid approach.
- While submitting electronic versions of application materials reduces paper, it has not led to a significant process improvement or elimination of backlog, and interviewees commented that they were still required to provide multiple sets of paper plans.

- We need a robust web-based interface for applicants, including information, forms, and detailed information on status tracking and reviewer conditions/requests for additional information.
- We must strive for simplicity and clarity in all information and materials. There are too many forms which are too difficult to understand. A new software solution may take care of this for us; if not, and perhaps regardless, it would be productive to have a cross-section of applicant types review new forms and materials and provide feedback before implementation.
- Inspectors' time must be used as effectively as possible. While tablets were purchased for all of them, they are not using tablets in the field because they find the process far too slow and has too many steps. They choose to return to office for all data entry. There are significant concerns regarding this process; their notes must be timely, detailed, and accurate and contain only professional language.
- I suggest moving away from using a general email inbox, or at least requiring staff responding from that inbox to insert their name and contact information. Customers need to know who they're hearing from.
- Finally, I am optimistic regarding the possibility of a new City-wide software package which would integrate efficiently across departments, require far less IT staff programming time, and allow for a simple, effective, transparent process for applicants. It is critical that decisions regarding new software be reached by a collaborative process involving internal stakeholders.

5. Budgetary Impact

- Estimated personnel costs are:

Current Position	Union	FTE	Salary	Proposed	Union	FTE	Salary	Difference
Inspections Office Asst	CEBA 9	1.5	$ 51,509	Permit Technician	TBD	3	$ 150,000	$ 98,492
Admin Assistant	CEBA 8	1	$ 34,105	Executive Assistant	NU 4	1	$ 40,833	$ 6,728
				Department Director	NU	1	$ 104,000	$ 104,000
								$ 209,220

Conclusion

The Planning and Urban Development Department staff and those performing permitting, licensing and inspections functions throughout the City are to be praised for their commitment to process improvement, and for working under stressful conditions for a long time. Creating a new department encompassing these many functions will allow for an invigorated approach focusing on streamlining processes, managing by functional area, and ensuring excellent customer service.

Interviewees

Internal

Who	Dept	Role
Andrews, Deb	Plng	Historic Preservation
Barhydt, Barbara	Plng	Development Review Services Manager
Bourque, Jeanie	Plng/Inspex	Plan Reviewer
Bourret, Vicki	IT	Deputy Director
Boutilier, Dan	IT	Department Director
Cameron, Caitlin	Plng	Urban Designer
Christ, Doreen	Plng/Inspex	Office Assistant
DeLuca, Sally	Rec & Facil	Department Director
Dobson, Lannie	Plng/Inspex	Office Assistant (former)
Downs, Andy	Rec & Facil	Director of Public Assembly Facilities
Fagone, Chuck	Plng/Inspex	Code Enforcement Officer
Gardner, Janice	City Clerk	Business License Administrator
Gautreau, Keith	Fire	Asst Chief, Fire Prevention
Grimando, Christine	Plng	Senior Planner
Hanig, Nelle	Eco Dev	Business Programs Manager
elly, Desiree	Plng	Principal Admin Officer
Knowland, Rick	Plng	Senior Planner
LaFlamme, Brian	Plng/Inspex	Electrical Inspector
Leader, Laurie	Plng/Inspex	Plan Reviewer
Levine, Jeff	Plng	Department Director
Machado, Ann	Plng/Inspex	Zoning Administrator
Merritt, Carol	Pub Serv	Account clerk (Street openings)
Meserve, Tori	Fire	Fire Prevention admin
Messinger, Craig	Fire	Lieutenant, Fire Prevention
Mitchell, Greg	Eco Dev	Department Director
Moon, Troy	Pub Serv	Environmental Programs and Open Space Manager
Munson, Tammy	Plng/Inspex	Inspections Division Director
Munson, Jennifer	Planning	Office Manager
Musgrave, Ted	Pub Serv	Event Coordinator
Needelman, Bill	Eco Dev	Waterfront Coordinator
Pearson, Ben	Pub Serv	Wastewater Engineer (FOG)
Petrucelli, David	Fire	Captain, Fire Prevention
Peverada, John	Parking	Parking Manager
Rand, Sgt Mike	PD	Traffic
oux, Jon	Plng/Inspex	Inspections Deputy Director

External

South Portland Planning staff	
Veroneau, Vin	JB Brown
Munroe, Tom	CAP Services
Sanborn, Heather	Rising Tide
Ghanekar, Gillian	JB Brown

Russell, Mike	HHS/PH	Program Manager, Food Service Inspections
Saucier, Brad	Plng/Inspex	Admin Assistant
Soma, Toho	HHS/PH	Public Health Division Director
Stacy, Christine	Plng/Inspex	Zoning Specialist

Proposed Building Permit Fee Change

Current Fee	Proposed Fee
$25 per first $1,000 of construction costs then 1.1% above that	$25 per first $1,000 of construction costs then 1.6% above that

Expected Revenue Increase		Current Fee	Current Exp Revenue	Proposed Fee	Est CY 16 Revenue	Est Increase
Est CY 15 Total Construction Costs	$116,163,549	1.1%	$1,277,813	1.6%	$1,858,626	$580,813

Additional Costs for New Department

Staffing Changes (salary difference plus fringe)	$ 276,756
Technology Improvements	$ 295,557
Training Budget (3 Permit Techs, continuing ed for others)	$ 8,500

Building Permit Fees - Comparisons

Portland - current	$25 for first $1,000; 1.1% above
Portland - proposed	$25 for first $1,000; 1.6% above
Bangor, ME	$38-55 minimum plus $7 per $1,000 of construction costs (.7%)
Burlington, VT	$30 min plus $8.50 per $1,000 of cost of work (.85%)
Lewiston, ME	$25 min plus $6 per $1,000 of cost of work (.6%)
Manchester, NH	$30 min plus 1% of cost of work plus $.02 per square foot plan review fee
Portsmouth, NH	$50 min plus $.25 per gross square foot of floor area for new construction; $7 per 1,000 of residential renovation cost (.7%); $10 per $1,000 of commercial renovation cost (1%)
South Portland, ME	1.5% per $1,000 of construction costs

CITY COUNCIL REPORT
FROM PLANNING BOARD
PORTLAND, MAINE

Text Amendments to the Land Use Code related to the establishment of the Department of Permitting and Inspections

City Manager, City of Portland, Applicant

Submitted to: Portland City Council From: Portland Planning Board	Prepared by: Barbara Barhydt, Development Review Services Manager Date: February 24, 2016

I. PLANNING BOARD RECOMMENDATION

On February 23, 2016, the Planning Board held a public hearing on the text amendments to the Land Use Code proposed by Jon Jennings, City Manager, which will separate the Inspection Division from the department and combine it with other divisions to create a new department called the Department of Permitting and Inspections. The Planning Board was asked for their recommendation to City Council regarding the proposed amendments to the Chapter 14, Land Use Code. The other proposed amendments are not within the jurisdiction of the Planning Board. No public comment was received for this item.

The Planning Board voted unanimously (6-0) to recommend adoption of the amendments to the Land Use Code as proposed.

II. PROPOSED TEXT AMENDMENTS TO CHAPTER 14.

A summary of the proposed text amendments in Chapter 14, Land Use Code are as follows:

a. **Section 14-145.5. Dimensional requirements (within the IR-1 Island Residential Zone):** The title building authority is deleted and substitutes the Planning Authority to allow the Planning Authority to accept conservation easements on behalf of the city in order for lots to meet the IR-1 dimensional standards.
b. **Section 14-145.11. Dimensional requirements (within the IR-2 Residential Zone):** The title Planning Authority is substituted for the building authority in order to accept conservation easements on behalf of the city.
c. **Section 14-145.17. Dimensional requirements (within the IR-4 Residential Zone):** The title Planning Authority is substituted for the building authority in order to accept conservation easements on behalf of the city.
d. **Section 14-226. Dimensional requirements (within the I-B Island Business Zone):** The title Planning Authority is substituted for the building authority in order to accept conservation easements on behalf of the city.
e. **Section 14-299 Performance Standards (within the B-7 Mixed Development District zone):** Approval of the screening for exterior storage of materials is updated to state planning and urban development department.
f. **Section 14-449 Land use standards. (within the Shoreland Regulations)**

Under the standards for Archaeological sites and agriculture, the Planning Authority is substituted for the building authority when the city's review must incorporate the review of the Historic Preservation Commission or a conservation easement is needed.

g. **Section 14-450.5 Definitions. (within the Flood Plain Management Regulations)**
The Building Authority is defined as the Department of Inspections and Permitting.

h. **Section 14-486. Reduction of Fees. (with Division 30. Affordable Housing):**
The term planning division is changed to planning and urban development department within this section regarding expedited reviews and the reduction of fees.

i. **Section 14-522. Definitions. (within the Site Plan Ordinance):**
The definition of building authority is proposed as the Director of the Department of Permitting and Inspections or his or her designee, rather than the current definition as the Director of the Planning and Urban Development Department.

III. COMPREHENSIVE PLAN ANALYSIS

The City Manager's office is proposing a new one-stop department is proposed with the goal of "radically improving the City's many permitting and inspections functions…" Portland's Comprehensive Plan includes the following provisions from the Industry and Commerce Plan and Housing: Sustaining Portland's Future, which support streamlining the permitting and review process for business, industry and residential initiatives.

Portland Industry and Commerce Plan 1994

Revise Zoning

- Create a process that provides a quick response on development permitting

Create Financial Incentives

- Simplify programs and minimize red tape

Adopt Overall Goals for Economic Development

- Reduce costs of doing business in Portland
  - Regulation (others include worker's compensation, transportation, taxes, energy)

Housing: Sustaining Portland's Future - 2002

Goal: ensure the construction of a diverse mix of housing types that offers a continuum of options across all income levels for both renter and owner-occupied

- Evaluate and update, as needed, the building code with reasonable and flexible provisions to encourage a variety of housing types that are well built and safe.

Goal: Maintain, rehabilitate, and restore the existing housing stock as a safe and important physical, economic and architectural resource for the community.

- Foster safe and high quality housing through appropriate building codes and financial assistance.

IV. PLANNING BOARD RECOMMENDATION

At the February 23, 2016 public hearing, the Planning Board voted unanimously (6-0) on the following motion:

On the basis of the application, plans, reports and other information submitted by the applicant, findings and recommendations contained in the Planning Board Report for the public hearing on February 23, 2016 and on the basis of the testimony presented at the public hearing, the Planning Board finds that the proposed zoning text amendments are consistent with Portland's Comprehensive Plan and recommends adoption of the amendments to the City Council.

Amendment #3 to Order 165-15/16

RE: Altering affordable housing cost of work discount and what projects are eligible for the discount.

Prepared by Corporation Counsel for **Councilor Brenerman**

Sec. 2-17. Additional duties assigned.

...

Sec. 3-27. Application.

...

Sec. 4-27. Notice and hearing.

...

Sec. 6-17. Fee Schedule.

Sec. 10-3. Amendments.

Sec. 11-2. Copies on file with the Department of Permitting and Inspections.

...

Sec. 12-109. Licensing of commercial refuse collectors and refuse transporters.

...

Sec. 14-145.5. Dimensional requirements.

...

Sec. 14-485. Definitions.

…

Eligible project means a development project:

(a) That is permissible under the provisions of this

chapter in the zone in which it is proposed;

(b) That will be a multi-family dwelling ,as defined in section 14-47, and will not be located in an R-1 or R-2 zone;

(c) ~~Reserved~~ That creates new dwelling units, among which is at least one low-income housing unit for rent or workforce housing for sale, through new construction, substantial rehabilitation of existing structures, adaptive reuse or conversion of a non-residential use to residential use, or any combination of these elements. Affordable housing units for sale or rent may not differ in exterior design from other units within an eligible project.

(d) Projects shall not be considered "eligible projects" solely because they are subject to Section 14-487 ("Ensuring Workforce Housing").~~That creates new dwelling units, among which is at least one affordable housing unit for rent or sale, through new construction, substantial rehabilitation of existing structures, adaptive reuse or conversion of a non-residential use to residential use, or any combination of these elements. Affordable housing units for sale or rent may not differ in exterior design from other units within an eligible project.~~

Sec. 14-486. Reduction of fees and Priority Review.

Notwithstanding any other provision of this chapter or chapter 6 to the contrary, development fees shall be reduced by the city for an eligible project in the manner described in the following table:

Percentage of new units that are low-income or workforce units	**Percentage discount of development fees**
5% up to but not including 10%	5% reduction
10% up to but not including 15%	10% reduction
15% up to but not including 20%	15% reduction

20% up to but not including 25%	20% reduction
25% ~~or more~~up to but not including 100%	25% reduction
100%	45% reduction on chapter 6 fees and 25% on other development fees.

Sec. 15-1. Definitions.

...

Sec. 16-10. List of employees.

...

Sec. 19-17. License required.

...

Sec. 23-27. Application.

...

Sec. 28-112. Permit to use.

BE IT FURTHER ORDAINED that these amendments are enacted as an Emergency, pursuant to Article II, Section 11 of the Portland City Charter.